



**OFFICE OF THE
NOTIFIED AREA COUNCIL, BALLIGUDA,
KANDHAMAL**

Email Id.-conacballiguda@yahoo.in

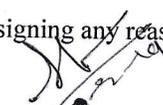
No. 403

Date. 19/2/19

TENDER CALL NOTICE

Sealed tenders are invited from the registered firms / Entrepreneurs / Authorized Dealers/ Authorized Distributors / Private Companies in two bid systems towards supply sanitation items as per specification given in DTCN to the Office of the NAC, Balliguda for the FY 2018-19 & 2019-20, so as to reach before the undersigned by 5.00 PM on dated 27.02.2019 through speed post / regd. Post/ courier, which will be opened on dt. 28.02.2019 in the office of the NAC, Balliguda in the presence of available bidders or their authorized representatives. Detailed Tender Call Notice can be downloaded from kandhamal district's web portal, i.e. www.kandhamal.nic.in

The authority reserves the right to cancel any or all tenders without assigning any reason thereof.


Executive Officer,
NAC, Balliguda

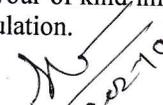
Memo No 404 Date 19/2/19

Copy submitted to the Director, Municipal Administration-cum-Ex-Officio Additional Secretary to Govt., H & U.D. Department, Odisha. Bhubaneswar for favour of kind information.


Executive Officer,
NAC, Balliguda

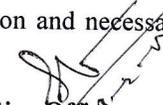
Memo No 405 Date 19/2/19

Copy submitted to the Collector, Kandhamal/Project Director, DUDA, Kandhamal/Sub-Collector, Balliguda/PA, ITDA, Balliguda/ Tahasildar, Balliguda/ BDO, Balliguda for favour of kind information with a request to display a copy of this notice in their office notice board for wide circulation.


Executive Officer,
NAC, Balliguda

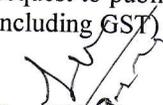
Memo No 406 Date 19/2/19

Copy to Office Notice Board for wide publication and for information and necessary action of all concerned.


Executive Officer,
NAC, Balliguda

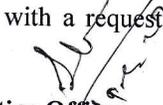
Memo No 407 Date 19/2/19

Copy to the Advertising Manager, The Prameya & The Samaj with a request to publish the notice in their daily news paper for one day and to submit the bill limited to Rs. 3000/- (including GST) in duplicate for payment.


Executive Officer,
NAC, Balliguda

Memo No 408 Date 19/2/19

Copy to the District Informatics Officer, NIC, kandhamal, Phulbani with a request to publish the notice in the District Web Portal.


Executive Officer,
NAC, Balliguda

**TENDER FOR SUPPLY OF SANITATION ITEM
TO
BALLIGUDA NAC**

Tender Call Notice No.....⁴⁰³.....
Issue Date...^{19.02.19}.....



**Notified Area Council
Balliguda**
Email- conacballiguda@yahoo.in

TECHNICAL BID

1. General Terms & Conditions:

- (i) Notified Area Council, Balliguda invites sealed tenders in two-bids (1. Technical & 2. Financial) format from the registered firms / Entrepreneurs / Authorized Dealers/ Authorized Distributors/ Private Companies towards supply sanitation items as per specification given in DTCN to the Office of the NAC, Balliguda for the FY 2018-19 & 2019-20.
- (ii) The bid is meant for supply of sanitary materials as specified in the tender. Balliguda NAC shall have right to float any comprehensive bid during the contract period and no party will have right to challenge it.
- (iii) Balliguda NAC shall have the right to terminate the contract on the ground of supply of poor quality material.
- (iv) Tender document is available at the website <http://www.kandhamal.nic.in/>. Tenderer shall be required to deposit earnest money (EMD) for an amount of Rs 10,000/- (Rupees Ten Thousands only) refundable and non-refundable tender fee for an amount of Rs.4,000/- (Rupees Four Thousands only) by way of demand draft from a nationalized bank drawn in favour of “ Executive Officer, NAC, Balliguda ” payable at Balliguda. The demand drafts for earnest money deposit & tender fee must be enclosed in the envelope containing the technical bid. Earnest money deposit shall be forfeited if the tenderer withdraws its bid during the period of tender validity.
- (vii) Offers in the financial bid should be written in English and price should be written in both figures and words. Where ever, if there is difference between the rate quoted in figures and words, the rate quoted in word will be taken as correct. The offer should be typed or written in pen ink or ball pen. Use of pencil will be ignored. Bids containing over writing/ additions/obliteration & and other discrepancies should be properly attested by them.
- (v) Technical & financial bid envelopes should be individually sealed and then placed in a third envelope to be sealed and super scribed with tender call notice number, due date of submission. Bids received beyond last date of bid submission will be rejected. No tender will be entertained by E-mail / FAX. The tender shall be submitted through RP/Speed Post/Courier in a sealed envelope bearing the following reference on the top left corner:“ Tender Notice No.:.....402/19.02.19.....” latest by 27th February 2019 at 5.00 PM and addressed to:“The Executive Officer , Notified Area Council, Balliguda – 762103 ”.
- (vi) At any time prior to the deadline for submission of bids, NAC, Balliguda may, for any reason at its own initiative modify the tender document by amendment.
- (vii) The amendment will be published on the office notice board of Balliguda NAC. In order to afford prospective tenderer(s) reasonable time in which to take the amendment into account

in preparing their bid, Balliguda NAC may, at its discretion extend the deadline for the submission of tender.

- (viii) Technical bid will be opened on **28th February 2019 at 11 A.M.** at Balliguda NAC office in the presence of the tenderer or their authorized representative, who are present at the scheduled time & financial bids will be opened on the same day at 12.30 AM. Financial Bids of only those Tenderers will be opened, who qualify in Technical Bid.
- (ix) In the event of the due date of receipt and opening of the tender(s) being declared as holiday for the Institute, then due date of receipt / opening of the Tender will be the next working day at the same time.
- (x) The tenderer(s) are requested to read the tender document carefully and ensure compliance with all the instructions herein. Non-compliance of the instructions contained in this document may disqualify the tenderer from the tendering exercise.
- (xi) Any amendment and / or addition made to the tender are not permissible after opening of the tender, incomplete tender(s), will be rejected.
- (xii) Balliguda NAC reserves the right to reject any or all tender(s), wholly or partly or close the tender at any stage prior to award of contract without assigning any reason whatsoever.

2. Eligibility Criteria:

1. The Tenderer should have Valid Regn. Certificate/ Dealer Certificate/ Manufacturing license.
2. The Tenderer should have up to date GST clearance Certificate.
3. The Tenderer should have Valid PAN
4. The Tender have Income Tax clearance certificate.
5. The tenderer has not been debarred and / or blacklisted by any Central Government and / or any State Government Department(s) and / or any PSU and the tenderer should not have any litigation in any of the labour court(s). An affidavit to that effect on Non-Judicial Stamp paper of Rs 10/- duly notarized shall be enclosed with the technical bid. The affidavit will be in the format enclosed with tender as Appendix-B
6. Letter of authorization for representing the Reg. Firm etc. & to sign the bid document should be enclosed along with the bid document.

3. Earnest Money Deposit:

The earnest money deposit of the tenderer, whose tender has been accepted, will be returned after successful completion of the contract period. Earnest money deposit of the successful tenderer shall be forfeited, if one refuses or neglects to execute the contract or fails to supply the required materials within the time frame as specified by Balliguda NAC. After the award of the contract to successful tenderer, the earnest money deposit of all other tenderer(s) will be refunded within 30 day whose offers have not been accepted.

4. Evaluation:

4.1 Technical Bid:

(a) The Technical bid will be in the format enclosed with tender as **Appendix - A** in separate sealed cover. All the self-attested supporting documents should be attached with the Technical bid.

4.2 Financial Bid:

(a) The financial bid will be in the format enclosed with tender as **Appendix - C** in separate sealed cover. Failure to provide price bid in a sealed separate cover will result in invalidation of the offer.

(b) Offers in the financial bid should be written in English and price should be written in both figures and words. Where ever, if there is difference between the rate quoted in figures and words, the rate quoted in word will be taken as correct. The offer should be typed or written in pen ink or ball pen. Use of pencil will be ignored. Bids containing over writing/ additions/obliteration & and other discrepancies should be properly attested by them.

(c) The quoted rate should be inclusive of all taxes & transportation charges.

(d) The financial bids shall be opened for those bidders who qualify after the evaluation of Technical bid. It shall be evaluated on the basis of lowest rate quoted by tenderer(s). The bidder who has quoted lowest rate will be selected.

5. **Award of Contract:** After due evaluation of the financial bids, Balliguda NAC will award the contract to the lowest tenderer (hereinafter referred to as the "Contractor").


**Executive Officer,
NAC, Balliguda**

Appendix-A

Format for Technical Bid (on letter head)

(All the documents must be self- attested)

Sl. No	Descriptions	Information to be filled by the tenderer (if required separate sheets may be enclosed)
1	Name , Address, Mobile No & E mail ID of Tenderer with complete contact details	
2	Type of Organization (whether proprietorship, partnership, private limited, limited company or any other)	Registration certificate to be enclosed
3	Name & Address of the Directors/Proprietor/Partners	
4	Year of formation of the organization. Copy of registration shall be enclosed.	Copy enclosed : Y/N
5	Income Tax Clearance Certificate	copy enclosed : Y/N
6	GST Clearance Certificate	copy enclosed : Y/N
07	PAN Number No	Copy enclosed : Y.N
08	Details of Tender Document Fee & EMD Bid Cost DD No & Date EMD DD No & Date	DDs enclosed : Y/N
09	An affidavit on Non- judicial stamp paper of Rs.10/-duly notarized saying the tenderer has not been debarred and / or blacklisted by any Central Government and/ or ,any state Government. Department (S) and / or any PSU and the tenderer have not any litigation in any if the labour court(s).	Copy enclosed ;Y/N
10	Letter authorization for representing the Reg. Firm etc. & to sign the bid document (Not required if the proprietor/director represents the firm & sign the bid document)	Copy enclosed ;Y/N
11	Any other Information	

Undertaking

- (a) I/we hereby certify that all the information furnished above is true to the best of my knowledge. I have no objection to Balliguda NAC verifying any or all the information furnished in this document with the concerned authorities, if necessary. I/we am/are well aware of the fact that furnishing of any false information/fabricated document would lead to rejection of my/our tender at any stage besides liabilities towards prosecution under appropriate law.
- (b) I/we also certify that, I/we have understood the complete scope of work; all terms & conditions indicated in the tender document & completely accept all of them.

Seal & Signature of the Authorized Signatory

Appendix B

DECLARATION REGARDING BLACKLISTING / DEBARRING FOR TAKING PART IN TENDER (To be executed & attested by Public Notary / Executive Magistrate on Rs10/-non-judicial Stamp paper by the Tenderer)

1. I/ We _____ (Tenderer) hereby declare that the Tenderer namely M/s. _____ has not been blacklisted or debarred in the past by Union / State Government or any Organization from taking part in Government tenders in India and has no litigation in any of the Labour Court(s).
2. In case the above information found false, I / we are fully aware that the tender / contract will be rejected/cancelled by Balliguda NAC and EMD / Performance Security shall be forfeited.

DEPONENT

Attested:

Name & Address -

(Public Notary / Executive Magistrate)

Appendix C

PROFORMA FOR FINACIAL BID

Sl No	Name of the Items	Unit	Rate in Figure (Rs)	Rate in Word (Rs)
1	Black disinfectant Fluid Phenyl	@ per Ltr		
2	White Phenyl	@ per Ltr		
3	Mosquito Oil	@ per Ltr		
4	Grade-I, 34 % chlorine bleaching	@ per Bag 1 bag = 25 kg		
5	Sintex Dustbin (240 ltr.)	@ per unit		

Seal & Signature of the Authorized Signatory