

OFFICE OF THE CHIEF DISTRICT MEDICAL OFFICER, KANDHAMAL

Email: hdtkandhamal@gmail.com

TENDER CALL NOTICE

RFP No. 8292 /Date. 30 / 06 /2021

Sealed tenders are invited from the reputed eligible registered Firm/Agency/Supplier for supply of Consumable Articles & Assets to DHH, Phulbani on annual contract basis. The details, Terms and conditions, guidelines etc. including tender paper format can be downloaded from the district web site www.kandhamal.nic.in. The tenders in the prescribed format along with all relevant documents for DHH, Kandhamal should reach the office of the undersigned on Dt.22.07.2021. 3.00 P.M. through Regd.post / Speed post / Courier only. The envelop should be duly superscribed on top of envelope as "Tender for supply of Consumable Articles & Assets to DHH, Phulbani for the year 2020-21.The tender will be opened on Dt.22/07/2021 at 5.00 P.M. in front of the purchase committee members. The undersigned reserves the right to reject any or all the bids/Tenders without assigning any reason thereof.


Chief District Medical & Public Health Officer
Kandhamal

TENDER DOCUMENT FOR SUPPLY OF CONSUMABLE ARTICLES & ASSETS TO DHH, PHULBANI

TERMS AND CONDITIONS

1. The firm should submit an Performance Security of **Rs.5,000/-** (Five Thousand) Only in shape of Demand Draft in favour of ROGI KALYAN SAMITI, DHH, PHULBANI and payable at Phulbani.
2. The firm should be registered under GST.
3. The firm should submit Tender fees of **Rs.1,000/- (One Thousand)** Only in shape of DD in favour of ROGI KALYAN SAMITI, DHH, PHULBANI and payable at Phulbani
4. The firm should have PAN.
5. CDM & PHO-cum-District Mission Director, Kandhamal reserves the right to consider/reject any such proposal without assigning any reason thereof.
6. The contract would be initially for 1 year which will be extended for another 1 year based on satisfactory performance.
7. No price escalation will be entertained.
8. **Instruction for submission of Tender:** The tender will be in two parts i.e. **Technical Bid (Cover-A)** and **Price Bid (Cover-B)**. The bidders should submit their **technical** and **price bid separately in two envelopes** and these two envelopes should be put into **another cover envelop** super scribed as **"Tender for Supply of Consumable articles & Assets in reference to adv. no _____"**. The Technical & Price Bid envelopes should be clearly marked as Technical Bid & Price Bid on the top of the relevant envelopes. The tenders should be addressed to: **The Office of the Chief District Medical and Public Health Officer, Kandhamal, 762001, Odisha.**

The last date & time of submission of tender is as mentioned in the Advertisement and the tender shall be opened as per schedule in presence of the bidders or their authorized representative who may wish to present.

Those Bidders who will qualify in the technical bid, their Financial Bid (Cover B) shall only be opened.

9. That the organization agrees to abide by all terms & conditions of tender.
10. If any information or documents furnished by the bidder is found to be incorrect or misleading at any stage, the tender will be rejected.
11. The blacklisted agencies: either by the Tender inviting authority or by any state Govt. or Central Govt. organization is not eligible to participate in the tender for that item during the period of blacklisting.
12. **If the successful Bidder fails to execute the order, the EMD will be forfeited and action will be taken to blacklist the firm. In such case, CDM & PHO, Kandhamal shall have the liberty**

to purchase those items from other sources and the excess amount which CDM & PHO, Kandamal may have to incur on account of purchase of the items from other sources shall be recovered from the successful bidder by forfeiting the Performance Security deposited by the successful bidder.

13. The bidder shall submit the original tender document with seal and signature on each page within the stipulated period as a token of acceptance of terms & conditions. Tender documents in any other form and not completed in all respect shall be summarily rejected.



TECHNICAL BID

(The documents are to be arranged serially as per the order mentioned below)

1	Name of the Firm	
2	Address of the firm	
3	Name of authorized signatory (in block letters)	
4	Telephone number of authorized signatory / Firm	
5	Bank Pass book	(Photo copy to be attached)
6	Organization PAN.	(Photo copy to be attached)
7	Photocopy of GST registration certificate and last three months GST return filling copy i.e. Jan-2020 to March-2020.	
8	Self-Declaration regarding quote the rates for individual items inclusive of GST and all other charges (if any)(Annexure – C).	
9	EMD of Rs 5,000/- in shape of DD	
10	Tender paper fees of Rs 1,000/- in shape of DD.	
11	Whether all documents submitted signed by the authorized signatory of the firm (Yes/ No)	
12	Financial Bid (Annexure – B)	
13	Not Black listed Certificate (Annexure – D)	

DECLARATION

I / we hereby certify that the terms and conditions given with the short quotation call notice have been read carefully and acceptable to me/us and that the information furnished above is full and correct to the best of my /our knowledge. I / we understand that in case of any false information /deviation in the above statement at any stage, my Firm/Agency will be blacklisted and will not have any dealing with the organization in future.

(Signature and seal of the authorized signatory)



Financial Bid Contingency Articles & Assets

SL. NO	Particulars (Stationary Items)		Quantity	Unit Rate inclusive of all Taxes & charges (Rs.)
1	Register			
	1	Register no.5	1pcs	
	2	Register no.6	1pcs	
	3	Register no.7	1pcs	
	4	Register no.8	1pcs	
	5	Register no.9	1pcs	
	6	Register no.10	1pcs	
	7	Register no.11	1pcs	
	8	Register no.12	1pcs	
	9	Register no.13	1pcs	
	10	Register no.14	1pcs	
	11	Register no.15	1pcs	
	12	Register no.16	1pcs	
	13	Register no.17	1pcs	
	14	Register no.18	1pcs	
	15	Register no.19	1pcs	
	16	Register no.20	1pcs	
	17	Register no.21	1pcs	
	18	Register no.22	1pcs	
	19	Register no.23	1pcs	
	20	Register no.24	1pcs	
	21	Register no.25	1pcs	
	22	Register no.26	1pcs	
	23	Register no.27	1pcs	
	24	Register no.28	1pcs	
	25	Register no.29	1pcs	
	26	Register no.30	1pcs	
2	Cash Book			
	1	Cash Book size 12 no.	1pcs	
	2	Cash Book size 20 no.	1pcs	
	3	Cash Book size 30 no.	1pcs	
3	Stapler			
	1	Big	1pcs	
	2	Small	1pcs	
4	Stapler pin			



	1	Big (no.24/6)	1box
	2	Small(no.10)	1box
5	White Board Marker Pen		1pcs
6	Permanent Marker Pen		1pcs
7	Temprary marker Pen		1pcs
8	Cover file		1pcs
9	Cobra file		1pcs
10	Voucher Guard File		1pcs
11	Folder file		1pcs
12	Pl file		1pcs
13	Arch file		1pcs
14	Printed register 100 pages		1pcs
15	Register rulling 100 pages		1pcs
16	Plain register 100 pages		1pcs
17	Colour flag		1 pkt
18	Zanes clip		1 pkt
19	Batch & tape		1 pcs
20	Tag		1bundel
21	Scissor		1 pcs
22	Pen stand		1 pcs
23	Envelope		
	size	9X4 inch	30 pcs
	size	10X4 inch	30 pcs
	size	11X5 inch	30 pcs
	size	12X10 inch	30 pcs
	size	14X10 inch	30 pcs
	size	16X12 inch	30 pcs
24	Eraser		1 pcs
25	Sharpner		1 pcs
26	Budkeen		1 pcs
27	Spike		1 pcs
28	Cellotape		1 pcs
29	Synthetic Gum		1pcs
30	Calculator (self check)		1pcs
31	Stamp pad blue		1pcs
32	Stamp pad red		1pcs
33	Stamp pad ink		1pcs
34	Alpin box		1pcs
35	Single Punch		1pcs
36	Double punch		1pcs
37	Paper weight		1pcs
38	Pitch Board		1pcs
39	A4 size paper copier & typing		1pkt
40	A3 size paper		1pkt
41	F/S copier paper		1pkt
42	Computer Paper		
		10X12X1	1pkt
		10X12X2	1pkt

	10X12X3		1pkt
	10X12X2 mp		1pkt
	10x12x1 mp		1pkt
	15x 12 x1		1pkt
	15x 12 x 2		1pkt
	15x 12 x 3		1pkt
43	Fly leaf good quality		1 pcs
44	Pencil		1pkt
45	Scale wooden		1pcs
46	Scale steel		1pcs
47	Pen(use and through)		1pkt
48	Pen (refill type)Blue / Red		1pcs
49	Refill packet Blue / Red		1 pcs
50	Carbon paper		1pkt
51	Stock Register no.10		1pcs
52	Stock Register no.20		1pcs
53	Stock Register no.30		1pcs
54	High Lighter		1pcs
55	Challenge Office Paste		300 ml bottle
56	Ledger Register no.20		1pcs
57	Note Pad 50 pages		1 pcs
58	Note Pad 100 pages		1 pcs
59	Correction pen		1 pcs
60	Quick Fix		1 pcs
61	Duster		1 pcs
62	Plastic Folder file(delux Qty)		1 pcs
63	Plastic Folder file(Special Qty)		1 pcs
64	Plastic Folder file(Super delux Qty)		1 pcs
64	Clip Board		Each
65	Washing detergent		
	A. 250 gm / 500 gm		per pkt
	B. 1 kg		per pkt
	c. 5 kg		per pkt
66	Tata Soda		
	A. 1 kg		per pkt
	B. 5 kg		per pkt
67	Pencil Battery		1pcs
68	Big Battery		1pcs
69	Match Box		One full pack
70	Lifebuoy soap		
	A. Small		1pkt
	B. Big		1pkt
71	Acid Toilet 1 ltr ISI Brand		1 bottle
72	VIM Powder		1 kg
73	Torch light 3 cell		1pcs

74	Torch light 2 cell		1pcs
75	Torch light 5 cell		1pcs
76	Room Spray		1pcs
77	Phula Jhadu Delux / Ordinary		1pcs
78	Khadika Jhadu		1pcs
79	Khajuri Jhadu		1pcs
80	Lysol		1 Bottle
81	Bucket 10,15,20,25,30,40 ltrs		1pcs
82	Mug		1pcs
83	National Rexin		1mtr
84	Glass		1pcs
85	Plastic daba small		1pcs
86	Wall Clock(Ajanta)		1pcs
87	Lock and Key (Mobaj)small with two keys		1pcs
88	Lock and Key (Mobaj)big with three keys		1pcs
89	Lock and Key (Mobaj)medium with two keys		1pcs
90	Sleeper (foot wears) size 8/9/10		1pair
91	Dust bin		1pcs
92	Neelkamal chair (plain)		1pcs
93	Digital BP machine battery		1pcs
94	Liquid Hand wash 100 ml / 200 ml		1pcs
95	Phenyl white 1 ltr / 5 ltr		Each
96	MOP with Handle		Each
97	office towel		Each
98	screen for door		Each
99	table cloth		Each
100	mosquito liquid		Each
101	mosquito repelling machine		Each
102	key board		Each
103	mouse		Each
104	mouse pad		Each
105	refilling of cartridge		Each
106	antivirus renewal		Each
107	antivirus new		Each
108	blade		Each
109	scotchbite dish wash		Each
110	lock big		Each
111	lock small		Each
112	room freshner		Each
113	Biomedical waste management Bin		Each
114	extension cord 5 mtrs		Each
115	hand towel		Each
116	Pillow cover		Each

117	pillow			
118	Mattress			
119	office chair towel		Each	
120	tube light 40 watt		Each	
121	tube light starter		Each	
122	tube light choke		Each	
123	water bottle		Each	
124	Almirah		Each	
125	Office computer Table 3x4 ft		Each	
126	S type office chair		Each	
127	Plastic chair		Each	
128	Executive revolving chair		Each	
129	Printer for computer		Each	
130	Scanner		each	
131	Scanner & Xerox , printer combo		each	
132	Speed high deficiency scanner		each	
133	Cup board wooden small size for storing file		each	
134	Stand fan		Each	
135	Wall mountain fan		Each	

We agree to supply the above items as per specification for a period of one year with the price mentioned above and the price will be remained unchanged for a period of one year.

Date:
Place:

Signature of the Bidder
Name & Address of Bidder:



DECLARATION

(Filled by the Bidder)

I / We _____ do hereby declare that I / We have quoted the rates for individual items **inclusive of GST and all other charges (if any)**.

Signature of the Bidder with seal

DECLARATION

(Filled by the Notary)

I / We _____ do hereby declare that I / We have **not been de-recognized / black listed** by the Tender inviting authority or by any state Govt. or Central Govt. organization for supply of **Not of Standard Quality Items / non-supply**.

I / We agreed that the Tender Inviting Authority can forfeit the Earnest Money Deposit and blacklist me / us for a period of 3 years if, any information furnished by me / us proved to be false at the time of inspection / verification and not complying with the Tender terms & conditions.

Seal & Signature of the Notary

