



GOVT. OF ODISHA

**OFFICE OF THE COLLECTOR, KANDHAMAL, PHULBANI.**

(ST & SC Development Section)

e\_mail : dwo.kandhamal@gmail.com

No.2525/SSD/ VI-28/2021 Date.30.07.2021

**CORRIGENDUM**

**Sub: Advertisement for Tender Call Notice(Amenities) vide this office order no. 2437/SSD Dated. 26.07.2021.**

With reference to the subject mentioned above, it is hereby notified that the following changes in the Principal Tender call notice may be read as follows.

Sl	Name of the Items	Size & Specification of items
1	Fly/Insects catcher	24" Height treated as 24" Length including 2 bar
2	Weighing Machine	Accuracy of 5 gm/ Battery including
3	Water purifier(UV+UF)	Water storage capacity 7 liter.
4	Steel Tray	Gauge 22,

**Submission of Bids (Procedures, Terms & Conditions)**

- The bidders shall submit their tender paper as per the prescribed format given in this tender paper in the following manner.
  - Envelop 1: Original hard copy of Technical Proposal with EMD Draft [ Form 1 to Form 3]
  - Envelop 2: Original hard copy of Financial proposal Bid [form 4 to From 6]
- The Technical Proposal and Financial Proposal should be covered in separate sealed envelopes super-scribing "Technical Bid" and "Financial Bid" respectively.
- Please Note that Price shall not be indicated in the Technical Proposal, but shall only be indicated in the Financial Proposal.
- The two envelopes containing copies of Technical Proposal and Financial Proposal shall be put in another single sealed envelope clearly marked with caption "Supply of Amenities to the Schools & Hostels run by ST & SC Development Department in Kandhamal District."
- The single sealed envelope should be properly indicated with organization/company name of the Firm/Supplier (Bidder) & address with e-mail ID & fax/mobile number of the bidder.
- All the pages of the Technical Proposal must be sequentially numbered and must contain the list of contents with page numbers. Any deficiency in the documentation may result in the rejection of the Bid.
- The proposal shall be prepared in indelible ink. It shall contain no interlineations or overwriting, except as necessary to correct errors made by the bidder itself. Any such corrections must be initialed by the person (or person) who sign(s) the tender paper.
- All pages of the proposal shall be initialed and stamped by the person or persons who sign the bid.

The other numbers and specifications shall remain intact. All the forms (1 to 6) are available in district website [kandhamal.nic.in](http://kandhamal.nic.in)

*Behemo*  
30/07/21  
**District Welfare Officer**  
**Kandhamal, Phulbani**

## FORMATS FOR SUBMISSION OF TECHNICAL AND FINANCIAL PROPOSAL

### Formats for Technical Proposal

#### Form 1: Compliance Sheet for Technical Bid

Tender Call Notice No \_\_\_\_\_ . Date. \_\_\_\_\_

Please check whether following have been enclosed in the respective covers, namely, letter of Technical Bid.

Sl. No	Eligibility Compliance Document	Provided (Yes/No)	Page No in the Technical Bid
1	Copy of Certificate of Incorporation/ Registration/ Partnership Deed		
2	Copy of Service Tax Registration Certificate		
3	Copy of PAN		
4	Copy of Audited Balance sheet and Profit & Loss Account; Showing the relevant trade as proof of Annual Turnover of last three financial years.		
5	Copy of Income Tax Return of previous three financial years.		
6	Tender Paper Cost (DD No....., Amount:....., Bank:....., Date:.....)		
7	Earnest Money (DD No....., Amount:....., Bank:....., Date:.....)		
8	Bid Cover Letter & Acceptance of terms & conditions contained in the tender documents <b>[Form 2]</b>		
9	Particular of the Bidder <b>[Form 3]</b>		
10	Self Declaration of not being ineligible/blacklisted [On the letter head of the Agency]		
11	Authorization letter in the name of the Authorized Signature.		

Signature of Witness:

Date:

Place:

Signature of the Tenderer:

Date:

Place:

**Form 2: Cover Letter (Technical Bid)**

Tender Call Notice No: \_\_\_\_\_, Date: \_\_\_\_\_

To

The District Welfare Officer,  
Kandhamal.

Subject: Submission of the Technical bid for in respect of Tender call Notice. No. 2437  
Date. 26.07.21 for Item \_\_\_\_\_.

Sir,

We, the undersigned, offer to provide our services to the \_\_\_\_\_ on your Tender Call Notice vide no 2437 dated. 26.07.21 We are hereby submitting our Proposal, which includes this Technical Bid and the Financial Bid sealed in separate envelopes.

We hereby declare that all the information and statement made in this Technical bid are true and accept that any misinterpretation contained in it may lead to our disqualification.

We undertake, if our tender is accepted, to initiate the implementation services related to the assignment not later than the date indicated in Fact Sheet.

We agree to abide by all the terms and conditions of the tender document. We would hold the terms of our bid valid for one year as stipulated in the tender paper documents.

We understand you are not bound to accept any tender you receive.

Yours sincerely,

Authorized Signature [in full and initials]:  
Name & Title of Signatory:

Name of the Firm:

Address:

Location:

Date:

**Form 3: Particulars of the Bidder**

Tender Call Notice No: \_\_\_\_\_ Date: \_\_\_\_\_

1	Name of the FIRM:		
2	Legal Status of FIRM		
3	Address of Corporate/National Office:		
4	Address of Office in Odisha:		
5	Telephone No Fax No		
6	Email Address:		
7	Website:		
8	Registration No. of Certificate of Incorporation & Date		
9	Service Tax Registration No		
10	Permanent Account Number of Income Tax & Date of Registration:		
11	GST Certificate (Regn. No and clearance)		

Signature of witness:

Signature of the Tenderer:

Date:

Date:

Place:

Place:

Company Seal

**Form 4: Compliance Sheet for Financial Bid**

Tender Call Notice No: \_\_\_\_\_ Date: \_\_\_\_\_

Please check whether following have been enclosed in the respective covers, namely, Financial Bid.

a. Bid Letter(Financial Bid)  Yes/No

b. Financial Bid  Yes/No

Signature of Witness:

Signature of the Tenderer:

Date:

Date:

Place:

Place:

Company Seal

**Form 5: Bid Letter (Financial Bid)**

<Location, Date>

To

The District Welfare Officer,  
Kandhamal, Phulbani.

Sub: Submission of the Financial Proposal for supply of item \_\_\_\_\_.

Sir,

We, the undersigned, offer to supply of amenities (item. \_\_\_\_\_) to ST & SC Dev. Deptt run schools and hostels in Kandhamal district in accordance with your Tender Document < Tender Paper No \_\_\_\_\_ > Date < \_\_\_\_\_ > and our Bid (Technical and Financial Bid). Our Financial Bid is attached in Form No.7.

**1. PRICE AND VALIDITY**

All the prices mentioned in our Tender are in accordance with the terms as specified in the tender paper documents. We declare that our Bid Price is for the entire scope of the work as specified in the appropriate section in the tender paper. All the prices and other terms and conditions of this Bid are valid minimum for a period of one year from the date of opening of the Bid. Subject to further extended period as mutually agreed upon.

We hereby confirm that our prices do not include any taxes and duties.

We understand that the actual payment would be made as per the existing tax rates during the tie of payment.

**2. UNIT RATES**

We have indicated in the relevant forms enclosed, the unit rates for the purpose of on account of payment as well as for price adjustment in case of any increase to /decrease from the scope of work under the contract.

**3. QUALIFYING DATA**

We confirm having submitted the information as required by you in your Instruction to Bidders. In case you require any other further information /documentary proof in this regard before evolution of our Tender, we agree to furnish the same in time to your satisfaction.

**4. BID PRICE**

We declare that our Bid Price is for the entire scope of the work as specified in the tender paper. These price are indicated at Financial Bid attached with our Tender as part of the Tender.

We understand you are not bound to accept any tender you receive.

We hereby declare that our Tender is made in good faith, without collusion or fraud and the information contained in the Tender is true and correct to the best of our knowledge and belief.

Thanking you We Remain,

Yours sincerely,

Authorized Signature:

Name and Title of the Signatory:

Name of Firm:

Address:

**Form6 : Financial Bid Submission Format**

Tender Call Notice No: \_\_\_\_\_ Date: \_\_\_\_\_

Unit Rate/Value must be quoted below exclusive of ay taxes and duties. The Financial Bid will be evaluated as per Total Value of the bid exclusive of taxes & duties.

Item	Price

Amount in Words: \_\_\_\_\_ only

Signature of Witness:

Signature of the Tenderer:

Date:

Date:

Place:

Place:

Company Seal