

**Office of the Collector, Collectorate, Kandhamal
Phulbani, Dist-Kandhamal, Odisha**

Tender Notice No. 421 ~~Met~~. 23.06.2025

**TENDER CALL NOTICE FOR SUPPLY OF FOOD BASKET FOR TB
PATIENT UNDER PM TB MUKTI YOJANA**

Sl. No.	Particulars	Date and time	
1	Date & time of release of bid	<u>23/06/2025 and 10 am</u>	
2	Date & time of bid submission	Start Date & Time	End Date & TIME
		23/06/2025 10:00 A.M	07/07/2025 05:00 P.M
3	Date & time of technical bid opening	<u>08/07/2025 12:00 PM</u>	
4	PLACE OF OPENING OF BID DOCUMENTS	CONFERNCE HALL	
5	Date of opening of Price Bid	To be informed to the qualified bidders	

ADDRESS FOR COMMUNICATION:-

Nizarat Officer
Office of the Collector,
Kandhamal, Phulbani

TERMS AND CONDITIONS:-

- 1.1 Sealed tenders will be received by Dated **05 /07/2025 upto 1 pm** by the Nizarat Officer, Collectorate Office, Kandhamal, Phulbani. through Courier/Speed Post/ Regd. Post only (not by hand) for supply of food basket for TB patient PMTB Mukti Yojana. Any tender received after the due date & time will be rejected / returned to the sender unopened.
- 1.2 The bidder(s) are to submit their tender in sealed covered envelopes for technical bid (Cover A) and price bid (Cover B). Both Cover A and Cover B should put into a third cover which should be super scribed as "**Tender for supply of food basket for TB Patient under PMTB Mukti Yojana.**"
- 1.3 The Sealed tenders submitted by the bidders will be opened at conference hall on date **07/06/2025at 1 pm**. The tenderer or their only duly authorized representative is allowed to be present during the opening of the tenders if they so like.
- 1.4 No tender document(s) shall be accepted after the expiry of scheduled date and time for receipt of bids.
- 1.5 The details of items and specification (schedule of requirement) are mentioned at Annexure – I. The quantity to be procured may vary as per the demand / need.
- 1.6 Rate should be quoted only in Indian Currency (with paisa in two decimals only) in figures against each item as the payments will be made in Indian currencies only. The tenderer shall not quote the rate for any item other than the item specified in the list.
- 1.7 The GST will be applicable as per the current guidelines issued by the Finance Dept., Govt. of Odisha from time to time.
- 1.8 Each page of the bid document shall be duly signed and self-attested by the bidder.

Tender Processing Fee and EMD:

1. The tenderer shall deposit (**non-refundable**) amounting to **Rs.21,600/-** only including GST 18% in shape of Demand Draft at any Nationalized Bank, in favor of Collector, Kandhamal Payable at Phulbani
2. Bidders are required to deposit an EMD 2% of the bidding value @21600000 in shape of Bank Draft at any Nationalized Bank, in favor of Collector,

(R)

Kandhamal Payable at Phulbani .EMD as per rule 212(i) of OGFR 2023 and vide MSME department notification no-566/MSME dt.24/01/2024.

3. The EMD of the responsive bidders will be kept as performance security till validity of rate contract and will be returned after successful completion of rate contract. In case of non-responsive / un-successful bidders the EMD will be returned after completion / finalization of the tender process i.e. award of the rate contract. In no circumstances, the bidders will claim interest on the EMD deposited by him.

ELIGIBILITY CRITERIA:-

Wholesalers / distributors are eligible to participate in the tender, provided the following documents are submitted

- (i) Valid Food License from the competent authority.
- (ii) Valid up-to-date TAX clearance certificate (Income Tax & GST).
- (iii) **Annual Average Turnover of Rs 1.5 crore** in last two financial years.
- (iv) Shall have PAN Card and GST registration.
- (v) Bidders shall not to quote products of those manufacturing processing unit who have been blacklisted either by the Tender inviting authority or by any state Govt. or Central Govt. organization.
- (vi) Bidders who have been blacklisted either by the tender inviting authority or by any state government or PSU is not eligible to participate in this tender
- vii) In case of Private Limited firms they must submit Certificate of incorporation. In case of partnership firms, they submit the partnership deed registered with IGR.

(R)

DOCUMENTS SHOULD BE SUBMITTED WITH THE BID (COVER-A):-

Earnest Money Deposit EMD 2% of the bidding value in shapes of Bank Draft from any Nationalized Bank, in favor of Collector, Kandhamal & Tender Paper Cost Rs. **Rs. 21,600/-**only. (including 18% GST) and the following documents must be enclosed :-

1. Copy of latest I.T Return & GST payment receipt
2. Copy of PAN CARD & GST registration certificate
3. Copy of Valid Food license from the competent authority.
4. Check List as per Annexure-I
5. List of items quoted (Annexure – II) along with product
6. Price Bid in hard copy **signed & sealed** in each page properly.
7. Bidders contact details: name, address, telephone no., Fax, e-mail (Annexure-IV).
8. Declaration as per format Annexure-V on 10 Rupees Non judicial stamp paper.
9. Annual Turnover as per Annexure –VI.
10. The tendered should submit/furnish a certificate in the tender to the effect that the price quoted by them is not more than the open market price as per format Annexure – VII.
11. Deviation of specification as per format Annexure –VIII.
12. Bid Security Declaration Form as per format Annexure –IX.

The tender format (Price Schedule) in the prescribed format (as per **Annexure – X**) hard copy must be submitted in the bid. The price of the item should be quoted inclusive of insurance, packing, forwarding, freight (door delivery) GST if any. The rate should be quoted in figures. Only two decimal points (paisa) will be taken into consideration ignoring the rest digits.

1. The quoted rates should be final and shall not be subject to any escalation during the validity of the tender.
2. The tenderer should submit/furnish a certificate in the tender to the effect that the price quoted by them is not more than the open market price or also under GeM Rate Contract where such rate exists. However, in circumstances

RL

when the price decreases during the contract period, the approved supplier ethically, should intimate the same to the purchasing authority.

REJECTION OF THE TENDER:

The tender paper will be rejected, if any of the following documents are wanting /not submitted with the tender bid:

- (i) Non submission of relevant documents as mentioned in Eligibility criteria.
- (ii) Price bid / quoted rate without signature and seal

EVALUATION:

Tenders will be evaluated as per the requirement of the bid and the price bid will be opened only for the bidders who qualified in the technical bid.

PERFORMANCE SECURITY:

1. The performance security is 5 % of the total accepted cost, which will be refund without interest after completion of the approval period.

SUPPLY & DELIVERY:

1. Supply of Food Baskets for 600 patients shall be made every month from the date of issue of purchase order for three years.
2. Delivery shall be made at CDM & PHO, Kandhamal.
3. Non-supply / unwilling to supply the ordered quantity will lead to forfeiture of EMD / performance security submitted by the supplier.
4. If the approved lowest eligible supplier fails to supply items in time, to meet the requirement the same shall be procured from the L2/ L3 suppliers at L1 rate, if they agree to supply at L1 approved rate.

Liquidated Damages:-

If the successful bidder fails to deliver any or all of the goods within the time frame (S) prescribed in the contract, the Tender Inviting Authority/User Installation shall, without prejudice to other rights and remedies available to the Tender inviting Authority/ user institution under the contract, deduct from the contract price/ purchase order price as liquidated damages, a sum equivalent to 1% of the value of the item to be supplied per week of delay or part thereof on delayed supply of item (s) until actual delivery to maximum 4% reserves the right to allow an additional penal period of 4 weeks beyond the normal penal period on the written request of the supplier with the condition that liquidated damage @ 1.5% will be charged for each week or part thereof during the extended penal period.



PENALTIES:

1. If any item after use found to be "Not of Satisfactory Quality"/not as per the parameter/ Specification", such item will be declared as "Not of Satisfactory Quality" on the basis of the report of the concerned user. The said product shall be freeze. The supplier has to replace fresh stock as per the purchased / supplied quantity and take back the freeze stock. In case the supplier fails to replace the stocks, the performance security will be forfeited. No further purchase order will be placed to the firm / supplier for the item(s) and the firm / supplier will be blacklisted/debarred from participating in any tender (for that item) floated in future for three years.

GENERAL CONDITIONS:

1. The tender documents should be clearly written /typed without any correction, interpolations and overwriting. Each page of the tender should bear the signature of the tenderer.
2. All copies of the tender document should be self-attested. If any information or documents furnished by the tenderer found to be misleading/incorrect at any stage, their tender will not be accepted.
3. The approved rate and supplier will be valid for **three year** from the date of approval or till finalization of the next tender whichever is later.
4. If the last date of submission of bid being declared as a holiday for the purchaser's office, the due date submission of bids and opening of bids will be the following working date & time.
5. The quantum of procurement will be made on requirement basis.
6. The authority reserves the right to accept /reject all the bids or any part thereof without assigning any reason thereof.
7. Any legal disputes, relating to purchase etc. are subject to jurisdiction in the courts of law situated at Phulbani, Kandhamal.

PAYMENT:

1. 100% payment shall be made each month after delivery, of Food Baskets & submission of disbursement certificate(s) from the concerned authority and as per the availability of funds. Under no circumstances the supply should be interrupted as regards to payment.
2. No advance payments towards cost of delivery of food baskets will be made to the approved tenderer.
3. No payment shall be made if the quality of the items supplied is not of a good quality.



LIST OF ITEMS

Information on Food Basket		
Sl.No	Name of the Item	Quantity
1	Groundnut Seed	1 kg
2	Ragi	1 kg
3	Whole Mill Atta	1 kg
4	Sunflower Oil	½ Ltr
5	Soyabean Chunk	250 gm
6	Buta Dal	1 kg
7	Egg	18 pc
8	Kissmiss	250 gm
9	Dates	250gm(1 pkt)
10	Moong Dal	1 kg
11	Milk Powder	250 gm
12	Packet Charges	
13	Transportation	



**Addl. District Magistrate
Kandhamal, Phulbani.**

ANNEXURE - I**CHECK LIST****CHECK LIST OF DOCUMENTS TO BE SUBMITTED WITH THE TECHNICAL BID(COVER-A) sequentially**

Sl. No.	Name of the Documents	Page No.
1	Tender Paper Cost Rs 21,600/-	
2	EMD	
3	List of Item Quoted with name Annexure- II	
4	Authorization (in case bidder is not the manufacturer (Annexure - III)	
5	Declaration form duly signed by the tenderer before Notary public/Executive Magistrate (Annexure-V)	
6	Average Annual Turnover in the last 2 financial year duly filled by the auditor/chartered accountant in case of distributor.	
7	Declaration that price quoted not more than open market price as per format (Annexure- VII)	
8	Deviation of specification as per format Annexure - VIII	
9	Bid Security Declaration Form as per format Annexure - IX	
10	Price Bid as per Annexure- X	
11	Copy of valid Food Licence Certificate	
12	Copy of up to date GST Certificate	
13	Copy of PAN	

ANNEXURE - II

LIST OF ITEMS QUOTED

(To be attached with technical bid)

Sl No	Item Sl. No. as per tender	Nam of the Item	Quantity
1	1		
2	2		

(To be attached with technical bid)

Annexure - III

Details of the Bidder

1	Bidder'sLegalName	
2	Bidder'sAddress	
3	TelephoneNo.(Mobile/Land)	
4	E-mailID:	
5	Manufacturing License/DistributerAuthorizedLicense	
6	Annual Turnover Certificate of the firmbe enclosed	
7	GSTRegistration No.(Certificatetobeattached)	
8	PANNO. (Photocopy tobe attached)	
9	EarneMoneyDeposit (EMD) (DD No./Date/Bank Name/Amount to be mentioned)	
10	TenderCostRs.11,800/- (DD No./Date/Bank Name/Amount to bementioned)	



ANNEXURE – IV

DECLARATION FORM

I / We _____ having
My / our office at _____ do
declare that I / We have carefully read all the terms &
conditions of tender of the _____, Orissa
for the supply of Instruments, Equipment's and lab chemicals. I
will abide with all the terms & conditions set forth in the bid
Reference no. _____.

**I/We do hereby declare I/We have not been de-recognized /
black listed by any State Govt. / Union Territory / Govt. of India
/ Govt. organization / Govt. Health Institutions for supply of Not
of Standard Quality(NSQ) items / part-supply / non-supply.**

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

Signature of the
bidder

Date

Name & Address of the Firm: Affidavit before
Executive Magistrate / Notary Public of 100 Rupees
non juridical stamp paper.



ANNEXURE - V

ANNUAL TURN OVER STATEMENT

The Average Annual Turnover of
M/s _____
_____ who is a manufacturing unit /
wholesaler / distributor for three years are given below and
certified that the statement is true and correct.

Sl. No.	Financial Year	Turnover in Lakhs / Crore (Rs)
1	2023-24	
2	2024-25	
	Total in Rs.	

Date:

Signature of Auditor/ Chartered Accountant

(Name in Capital)

Registration No.

Place:

UDIN:

Seal

NB:

1. This certificate should be supported by figures in PL Account & Income Tax Return.
2. Distributor has to submit last 3 financial year IT Return Copy.



Annexure-VI

DECLARATION FOR LOWER THAN MARKET PRICE

We M/S -----who is a Distributor/Manufacturer declare that price quoted by us is not more than the open market price or also under GEM Rate Contract/CGHS/NPPA or rates fixed by Govt. of India where such rate exists.

Annexure-VII

STATEMENT OF DEVIATION

SL. NO.	NAME OF THE ITEM	SPECIFICATIONS	DEVIATION IF ANY
1			
2			
3			

- The Bidder Should Mention the deviation of the items in column no-4

ANNEXURE-VIII

**BID SECURITY DECLARATION FORM
(Rule 170 of General Financial Rule 2017)**

Bid Ref. No.

Date:

To,

The Collector, Kandhamal

We the undersigned declare that:

We ----- accept that, we may be suspended to submit bids for contract (s) with you for a period of one year from the date of bid opening if We are in a breach of any obligation under the bid conditions because

We

- a. Have withdrawn /modified our bid during the period of bid validity specified in the form of bid;

Or

(Signature)

b. Having been notified of the acceptance of our bid by the purchaser during the period of bid validity.

i) Fail/ refuse to execute the contract

Or

ii) Fail/ refuse to submit the Performance Security of the amount specified in the bid.

Signature of the Bidder
Seal

Date-

ANNEXURE-IX

PRICE BID

Sl. No.	Item Sl. No. as per Tender	Name of the item	Specification	Name of the Manufacturer	Total unit cost including of All Tax
1					
2					

6