



# **Bid Document**

**FOR**

**SUPPLY OF TLM & EQUIPMENT (Physiotherapy, Auditory training, Speech Therapy, Mobility & Braille training, ADL & Behavioral Modification Training, Equipment & Furniture for Cluster Resource Centre, 10 No of PMSHRI Schools )of Kandhamal district**

**Notice Inviting Tender No.2518/Dated 15/07/2025**

**OFFICE OF THE DISTRICT PROJECT COORDINATOR,  
SAMAGRA SHIKSHA, Kandhamal, ODISHA. PIN-762001**



**DISTRICT PROJECT OFFICE**  
**SAMAGRA SHIKSHA KANDHAMAL**  
**“MAIN ROAD PHULBANI-762001”**  
E-Mail: [dpccsakandhamal@gmail.com](mailto:dpccsakandhamal@gmail.com), Ph.06842-255480

**NOTICE INVITING TENDER (NIT)**

Sealed tenders are invited from the reputed firms / organizations having valid PAN, GST Registration and business setup in Odisha for supply of TLM & EQUIPMENT (Physiotherapy, Auditory training, Speech Therapy, Mobility & Braille training, ADL & Behavioral Modification Training, Equipment & Furniture for CRC, 10 No of PMSHRI Schools) of Kandhamal district in two bid systems (Technical & Financial Bid) as detailed below.

Name of the Tender	Bid processing fees	Amount of EMD	Last Date & time of receipt of Bid	Date & time of opening of Technical Bid
Supply of TLM & EQUIPMENT (Physiotherapy, Auditory training, Speech Therapy, Mobility & Braille training, ADL & Behavioral Modification Training, Equipment & Furniture for Cluster Resource Centre, 10 No of PMSHRI Schools) of Kandhamal district	Rs.2000/- (Rupees two thousand only)	Rs.50,000/- (Rupees fifty thousand only)	11.08.25	12.8.25

The detailed BID document is available in the website <https://kandhamal.odisha.gov.in/> and <https://osepa.odisha.gov.in/>. Interested and eligible agency / firm may download BID DOCUMENT from the above website and apply accordingly. Corrigendum / addendum, if required, will be uploaded in the above website. Hence potential bidders are requested to be in continuous touch with the above web site.

The Tender Inviting Authority (TIA) reserves the right to accept / reject any full or part / all BID / cancel the entire selection process at any stage without assigning any reason thereof

**By the order of Collector-cum-Chairperson,  
SS, Kandhamal.**

  
DEO-cum-DPC  
SS, Kandhamal.

CONTENTS OF BID DOCUMENT

Sl. No.	Description of contents	Page Number
1.	Important information to the Bidders	1
2.	Bid Document: Scope of work and general instructions for Bidders.	2
3.	Covering letter for Technical Bid	19-22
4.	Covering letter for Financial Bid	23-25
5	Format A & B	26-27

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**IMPORTANT INFORMATION TO THE BIDDER**

S. No.	Particular	Details
1.	Tender Inviting Authority (TIA)	O/o the DPC, SS, KANDHAMAL
2.	Availability of the Bid document	www.kandhamal.odisha.gov.in
3	Last date and time of receipt of the Bid only through speed post / registered post / physically in the office of DPC, SS, Kandhamal	Dt. 11 / 08 /2025 Up to 01.00 PM
4	Date & time for opening of Bid document	Dt. 12/08/2025 At 11 AM
5	Bid Processing Fee (Non-Refundable)	Rs. 2,000/- (Rupees two thousand Only) in shape of <b>Demand Draft in favour of DISTRICT PROJECT COORDINATOR, SS, KANDHAMAL</b> , payable at <b>KANDHAMAL</b> which will be annexed with the Technical Bid.
6	Earnest Money Deposit (EMD) (Refundable without interest)	Rs. 50000/- (Rupees Fifty Thousand Only) in shape of Demand Draft (No exemption of EMD)
7	Address & mode of submission of proposal	O/o the District Project Coordinator, Samagra Shiksha, Kandhamal, Medical Road Infront of A.J.O High School, Pin Code-762001. <b>Mode of Submission:</b> Speed Post / Registered Post /physically in the office of DPC, SS, Kandhamal. Submission of proposal through other mode and late bid will be rejected.
8	Place of Opening of Proposal	O/o the DPC, SS, Kandhamal
9	Point of Delivery & Completion of supply	10nos of PM SHRI School within 15 (Fifteen) days from the date of issuing of work order
10	Submission of Performance security & Signing of agreement.	within 02 (two) days of issue of work order to Selected bidder
11	Rate quotation for all items	Interested and eligible bidders must quote rate for all items in the prescribed Proforma. Conditional quotation of rate must be avoided.

## **BID DOCUMENT For Supply of TLM, Equipment**

(Physiotherapy, Auditory training, Speech Therapy, Mobility & Braille training, ,ADL & Behavioral Modification Training, Equipment & Furniture for CRC, 10 Nos of PMSHRI School) of Kandhamal District

The District Project Coordinator, Samagra Shiksha, Kandhamal, invites bids from reputed and credible firms/agencies for the supply of TLMs, Equipments Physiotherapy, Auditory training, Speech Therapy, Mobility & Braille training, ,ADL & Behavioral Modification Training, Equipment & Furniture for CRC, 10 Nos of PMSHRI School of Kandhamal district. The terms and conditions are detailed below:

### **SCOPE OF WORK AND GENERAL INSTRUCTIONS**

#### **1. Eligibility Criteria:**

Firms/agencies must meet the following criteria:

- (a) UDYAM Registration certificate (conditional Udyam registration certificate is liable to be rejected. Tender related materials must be indicated in Udyam registration certificate).
- (b) Valid PAN.
- (c) Valid GST Registration under Odisha GST (OGST) Act.( The tender related materials must be included in purchase and sales in GST registration certificate. Conditional GST registration certificate will be rejected).

#### **2. Application Procedure:**

##### **(a) Bid Submission:**

- The tender follows two-bid system (Technical and Financial Bid).
- Submit two separate sealed envelopes labeled as "Technical Bid for supply of TLM & Equipment (Physiotherapy, Auditory training, Speech Therapy, Mobility & Braille training, ,ADL & Behavioral Modification Training, Equipment & Furniture) for CRC, 10 Nos of PMSHRI School". And Financial Bids for supply of TLM & Equipment (Physiotherapy, Auditory training, Speech Therapy, Mobility & Braille training, ,ADL & Behavioral Modification Training, Equipment & Furniture) for CRC, 10 Nos of PMSHRI School.
- Place both envelopes in another sealed envelope labeled as " Tender for supply of TLM & Equipment's (Physiotherapy, Auditory training, Speech Therapy, Mobility & Braille training, ,ADL & Behavioral Modification Training, Equipment & Furniture ) for CRC, 10 Nos of PMSHRI School of Kandhamal District" and address it to:
- **District Project Coordinator, Samagra Shiksha,**  
Kandhamal, Medical Road, Infront of A.J.O High School,  
Pin Code-762001.

##### **(b) Bid Document Availability:**

- Bid documents can be downloaded from [https://kandhamal.odisha.gov.in/  
www.osepa.odisha.gov.in/](https://kandhamal.odisha.gov.in/www.osepa.odisha.gov.in/). Submit a Demand Draft of Rs. 2,000/- as bid processing fee in favor of "DISTRICT PROJECT COORDINATOR, SS,KANDHAMAL," payable at Phulbani, Kandhamal.

**(c) Earnest Money Deposit (EMD):**

- An EMD of Rs. 50000/- (refundable without interest) must be submitted in shape of Demand Draft in favor of "DISTRICT PROJECT COORDINATOR, SS,KANDHAMAL," payable at Kandhamal.
- The EMD will be refunded to unsuccessful bidders. It will be forfeited if the selected bidder withdraws or fails to execute the agreement/performance security.

**(d) Mandatory Documents for Technical Bid:**

Self-attested copies of the following documents must be submitted in the Technical Bid envelope:

- (i) Valid UDYAM registration certificate.
- (ii) Proof of office and business setup in Odisha.
- (iii) Valid PAN and IT return acknowledgment for the last three Assessment Year i.e 2022-23,2023-24 & 2024-25.
- (iv) Valid GST Registration Certificate and proof of up-to-date GST returns.
- (v) Bid processing fee (Rs. 2,000/-) in shape of DD.
- (vi) EMD as specified.
- (vii) Duly filled with seal & sign in Technical Bid forms (tech 1 to tech 4)
- (viii) Sample of all items with specifications and reputed brand must be provided at the time of opening of tender.

**(e) Financial Bid:**

- The item wise rate should be quoted including all charges like all types of Tax, Transportation charges, Delivery cost, Labour charges etc. in the Financial Bid. Conditional quotation of rate must be avoided.

**3. Financial Bid Eligibility**

Only bidders who meet the requirements outlined in the Technical Bid will qualify for participation in the Financial Bid. Financial Bids of bidders who do not qualify technically will not be considered or opened.

**4. Submission and Opening of Tender**

**(a) Submission of Tender**

Interested bidders must submit the complete tender document, including EMD, bid processing fee, and all required documents, **on or before 11 . 08 .2025, 1 PM.** Submission of bid documents allowed only via **Registered Post / Speed Post /** physically in the office of DPC ,SS, Kandhamal. The authority will not be responsible for postal delays,

**(b) Late Bids**

Bids received after the prescribed deadline will not be accepted or opened and will be deemed rejected.

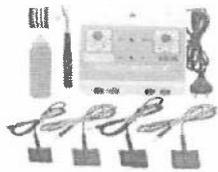
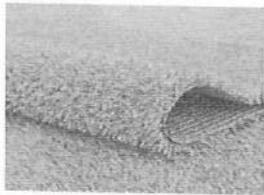
**(c) Opening of Technical Bids**

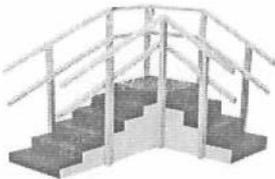
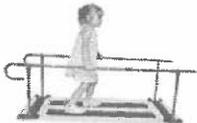
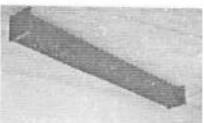
The Technical Bids will be opened on the scheduled date and time in the presence of the bidders or their authorized representatives. Bidders/representatives must attend the process with all required brochures.

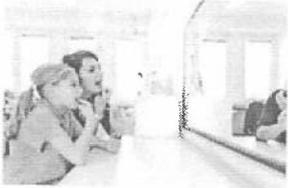
**(d) Opening of Financial Bids**

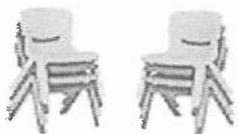
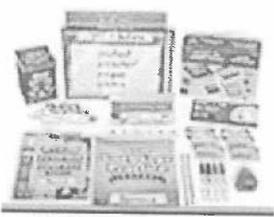
The Financial Bids of only those bidders whose Technical Bids are found satisfactory/qualified will be opened.

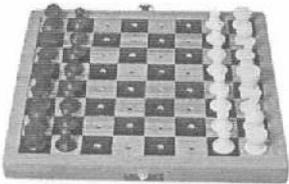
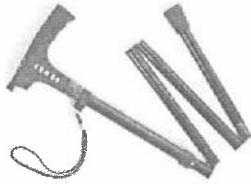
**5. Specification**

Sl. No.	Image	Name of the equipment's	Specifications	Quantities required
1		Physiotherapy Bed	30 in wide by 72-73 in long/ height 22-38 in	10
2		Electrical Stimulation Machine	Therapy Mode: G, IG, F & SF Pulse Duration: 0.01, 0.03 to 100 Frequency: 50 Hz to 0.7 m sec Surge Duration: 1-6 Sec	10
3		Height Adjustable Stool (Steel)	Height Adjustable Stool(Steel) Length: 10' Width: 28" Height: 28-41"	10
4		Stepper for therapy Bed	Two Step for Therapy Bed	10
5		Grass Mat for floor	Size 10'X10'	10

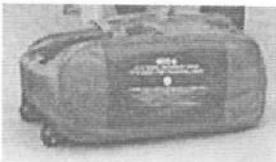
6		Prone Standing Frame	Material: Mild Steel	10
7		Ball Pool	Material: Foam Shape: Rectangular, Round	10
8		Peanut Ball	Anti-Burst Peanut Ball with Foot Pump, Multicolor Shaped Swiss Stability Yoga Exercise Balance Ball for Kids, Labor Birthing, Physical Therapy Fitness, Gym Workout Exercise Ball 40x80 cm (FBA)	10
9		Staircase	Material: Wooden Step Height: 175mm	10
10		Parallel Bar (for children)	Length: 3 meters (about 10 feet). * Height: Adjustable from 55cm to 80cm. Made with steel	10
11		Trampoline with net	Material: Iron & Powder Coated Shape: Circular, Size: 40", Height: 18"	10
12		Inclined Tapered Balance Beam	Gradual Incline: Offers varying levels of challenge for balance training. Sturdy Build: Made from durable materials for long-lasting use. Non-Slip Surface: Provides secure footing during exercises.	10

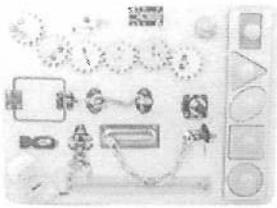
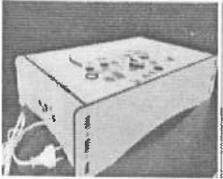
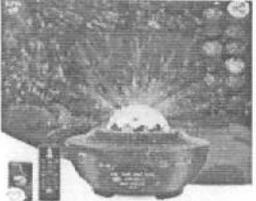
13		Balance Board	Material: Wooden Shape: Rectangular	10
14		Physio Mat	Large Exercise Mat 6'x2'   6'x4' Workout Mat for Home Gym Mats Exercise Gym Flooring Fitness Mat Large Yoga Mat Cardio Mat for Weightlifting, Jump Rope, MMA, Stretch, Plyo, HIIT, Shoe-Friendly	10
15		Sensory Stimulation kit	Materials for development of Fine Motor Skills <ul style="list-style-type: none"> <li>• Hand-eye coordination.</li> <li>• Self-care skills.</li> <li>• Perceptual skills.</li> <li>• Pincer grip skills.</li> <li>• Midline crossing.</li> <li>• Left to right reinforcement</li> </ul>	10
16		Speech Trainer	Output: Through stereo headphones, Operating Power: 230V, 50Hz., Channel Selection: Selectable combinations of headphone channels: L only, R only, both L+R. Tone Controls: individual tone controls	10
17		Speech Therapy Mirror	Size : 4'X3' with High light reflection of up to 94% in 4 mm thickness, Completely lead-free top coat and < 0,15% lead in the wet basecoat, - Excellent resistance to natural atmospheric corrosion	10

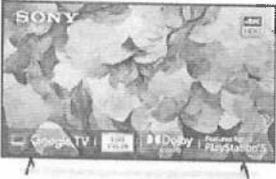
18		Speech Therapy Table	<p>Classic, easy-care tables that look great year after year...and easily adjust to the exact height you need! The horseshoe-shaped tables allow teachers easy access to small groups. 1 1/4"-thick table tops have rounded vinyl edges to protect tables and walls...and easy-mount leg brackets for simple assembly. Chrome legs have rubber-cushioned glides, and plastic-laminate surfaces wipe clean and resist scratches and stains. Easy assembly.</p>	10
19		Chair (Kids)	<p>Baby Plastic Kids Chair Set - L33 X B31 X H51 Cm (10 Chairs) - Ten- Colour Of The Chairs May Vary, Multicolor with durable good quality of plastics</p>	10 sets
20		Auditory training instruments (Kit)	<p>2 Kids Drum with 1 x Bass drum, 1 x Cymbal, 2 x Drumsticks and 1 Stool.The drum kit's height after installation is about 21.3 inch at least 10 sound making instruments in the kit</p>	10
21		Language Training Kit	<p>Kit includes:  <ul style="list-style-type: none"> <li>• Daily Language Practice Journal - Gr. 2,</li> <li>• Writing Prompts Journal - Gr. 1-2,</li> <li>• 48 Word Building Tiles,</li> <li>• Reusable Write &amp; Wipe Pocket,</li> <li>• 4 Write &amp; Wipe Markers,</li> <li>• Splash! Two-Syllable Words Game</li> </ul> </p>	10
22		Braille Kit	<p>Abacus with box , Hindi and English Alphabet trainer , Braille Cube and 20 paper, Braille slate and stylus , five letter block, Geometry kit , Tracing Wheel, type set user manual , Rubber mat .</p>	10sets

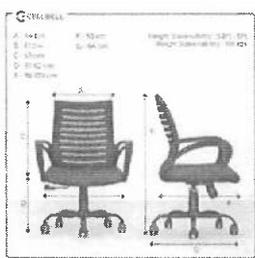
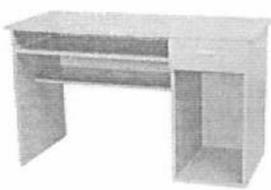
23		Tactile Recreational Equipments	Design for a wide range of exercise to enhance strength flexibility and coordination with the muscular of the wrist and forearm ( different size of equipment's like ball , triangular shape equipment, Quarterial shape equipment's	10sets
24		Smart Cane	Walking Stick features a unique pivoting Quad Base that allows for free 360 degree Rotation , offering unparalleled stability and supported for VI Individual	10
25		LED Page Magnifier with Stand	Made of High quality ABS plastics , the surface is smooth with out sharp edges , durable elegant and light weight . Size & dimension: 3.15 inch scratch-resistant magnifying glass with 30X magnification , making the image super quality with out distortion.	10
26		Embossed tactile map & globe	Globe and map data are updated with each production cycle ensuring you receive the updated product .It is a World globe for educational and toy use both for boys and Girls . Size and Dimensions : Height 13 Inch (34 cm), globe Ball Diameter 10 inch (25 cm)	10

27		Blind folds	<p>Meet the godsend eye mask for calming sleep every night Made from 100% mulberry silk (19 momme) , our luxury sleep mask is soothing and cool against the eyes .</p> <p>Flexibility &amp; Adjustable to fit all head sizes : The eye mask for sleeping is adjustable with a soft elastic strap to fit small and large head sizes .Toss &amp; turn as much as you want , our silk eye mask wont slide off and will not tangle your hair , perfect gift for every one including girls &amp; boys.</p>	10nos X 10= 100 sets
28	 <p>7513-4</p>	Illuminated hand held Magnifier	<p>Premium Quality Eye Loupe Magnifier Lens that folds and fits in your pocket , Metal case swivels closed to protect the lens whenever the loupe is not in use .Comes with a pouch for easy storage and upkeep High glass quality reduce strain on eyes during continuous use</p> <p>The 8X triplet lens provides good depth of field with minimal glare .Lens diameter is 20.5mm .Focal distance is 1"</p>	03 Bid Small Medium size X 10= 30sets
29		TLM Kit (Primary)	<p>Picture puzzle, Slate &amp; Abacus, Picture &amp; word cards Assembling kits, number cards, Adapted daily living items, Pound Toys, Jigsaw puzzle, Telling Time Kit, Count and Match, Puzzle-Body Parts, Alphabet Worm, Functional literacy work book, Functional Numerical work book, UKG level Books , Class -1 books , Magic Slate , Colouring Book and crayon, Beads, Bag and user Manual</p>	10

<p>30</p>		<p>TLM Kit (Secondary)</p>	<p>Community helpers Wooden block of alphabets , Needle work kit , Duplicate Currency , Knowledge flash cards, Alphabets – words wooden cubes(8) , Fitting &amp; Assembling kits(170 pc) Number Tiles (25pc) on India puzzle , Measuring sets ( Tapes &amp; cupes-8 no ) , story books ( India general, Picture cards-10) word cards-10 , mobile p[hone , calculator, Digital watches , number cubes , Multiplication Tactile boards , Pocket Multiplier , work sheet, pen duster Class-2 books. Class-3 books Kit Bags and user manual</p>	<p>10</p>
<p>31</p>		<p>TLM Kit (Pre- Vocational)</p>	<p>Community helpers Wooden block of alphabets , Needle work kit , Duplicate Currency , Knowledge flash cards, Alphabets – words wooden cubes(8) , Fitting &amp; Assembling kits(170 pc) Number Tiles (25pc) on India puzzle , Measuring sets ( Tapes &amp; cupes-8 no ) , story books ( India general, Picture cards-10) word cards-10 , mobile p[hone , calculator, Digital watches , number cubes , Multiplication Tactile boards , Pocket Multiplier , work sheet, pen duster Class-2 books. Class-3 books Kit Bags and user manual</p>	<p>10</p>
<p>32</p>		<p>Materials for Teaching ADL</p>	<p>Tooth Brush, Tooth Paste, Tongue Cleaner, Comb, Soap, Hand wash, Small Glass and plate , Small Bucket, Mug, Kitchen set, Dress ( Boys &amp; Girls, Shoe, cream, power , perfume and towel .</p>	<p>10 sets</p>

33		ADL Board	20 practical life skills From shoe laces, to door lock and zippers, water tap, electric switch, ADL board promotes development like cognitive growth, language development, fine and gross motor skills, social interactions, and problem-solving skills.	10
34		Illuminated Sensory Table	Sensory Mood Lights have A+ energy rating and are water resistant rated IP65. They include a universal power adaptor (UK/ EU/ US/ AU compatible) with low voltage mains power supply.	10
35		Sensory Light	Starry Night Light Galaxy Projector for Star Sky Ceiling   Remote Control, Bluetooth Speaker Light, Multicolor LED Lamp Lights	10
36		Occupational Therapy Equipments	Different size, shape & colour plastic equipment's	10
37		Occupational Sensory Kit	Different size, shape & colour plastic equipment's having sensation	10 Kit

38		Massager	<p>Power Source Corded Electric, Material Nylon, Plastic, Item Weight 1.36 Kilograms, Massager form Massage Wand          Specific Uses For Product Circulation, Joint, Stress          Product Dimensions 12L x 12.5W x 13H Centimetres          Product Benefits Fat Removal, Pain Relief, Blood Circulation</p>	10
39		Smart TV	<p>165 cm (65 inches) X Series 4K Ultra HD Smart Google TV L65M8-A2IN (Black), Google TV, Watch list, Voice Search, Google Play, Chrome cast, Netflix, Amazon Prime Video, Additional Features: Apple Airplay, Apple Home kit, Alexa, Wi-Fi, USB, Ethernet, HDMI</p>	10
40		Cupboard	Wooden or Plastic (4ft X 3ft)	10
41		Wall mounted shelf	<p>The wall mounted self should be 66 inch tall 34 inch wide and 19 inch deep made a high quality Mild steel with a corrosion resistant power coated finish.</p>	10

42		Godrej Executive Table	Table (4 ft X 3 ft)	10
43		Desire C104 Mesh Mid Back Office Chair	<p>Recommended Weight &amp; Height: 100 Kgs.   5'8, •            Type: Swivel &amp; Tilt mechanism New            • Adjustable Back Angle: 120 degrees, • Chair Cover Material: Fabric Mesh, •            Size: Medium-back, •            Product Dimensions: 54D x 54W x 140H Centimetres</p>	10
44		One computer with NVDA software	<p>Display: Resolution ( 1920 X1080) full UHD            Features : Window 12 or onwards including CPU of reputed company</p>	10
45		Computer table	76D x 121W x60H centimetres	10

## 6. Evaluation of Bids

(a) The Purchase Committee will conduct a thorough evaluation of both the Technical and Financial Bids. Only bidders who meet the criteria set out in the Technical Bid and submit the required supporting materials such as **sample of the specified items** will be eligible for consideration of the Financial Bid. Evaluation will be done separately for each item, Bidders who fail to meet the Technical Bid requirements or fail to provide the necessary documentation will be disqualified, and their Financial Bids will not be opened.

(b) Only those bidders who are deemed technically qualified and have quoted prices for all the items listed in the Financial Bid will be considered for price comparison. **Any bidder who submits a partial quote for only some of the items will be disqualified**, as incomplete pricing would undermine the fairness of the evaluation process.

(c) The bidder who submits the lowest price in the Financial Bid, while meeting all other requirements, will be considered for the award of the contract, provided that the total contract price falls within the approved budget or the allocated funds for the project.

## 7. Acceptance or Rejection of Bids

(a) The Tender Inviting Authority (TIA) holds the exclusive right to accept or reject any or all bids at any stage of the selection process, or to cancel the process altogether. The TIA is not obliged to provide reasons for such rejections or cancellations. As a result, no claims for damages, compensation, or any losses arising from the rejection or cancellation of bids will be entertained.

(b) Bids that contain incomplete, incorrect, doubling or overwriting in costing price or missing information will automatically be rejected. It is essential for bidders to ensure that all required information is provided accurately and in the prescribed format to avoid disqualification.

## 8. Award of Contract

The contract will be awarded to the bidder whose proposal is deemed substantially responsive to the requirements outlined in the Bid Document and who has submitted the lowest evaluated cost. However, the contract will only be awarded if the total contract price is within the approved budget or fund allocation. The TIA will ensure that the selected bidder's offering meets both the technical and financial requirements necessary for the successful execution of the project.

## 9. Rate Negotiation

(a) The TIA reserves the right to enter into negotiations with the lowest bidder if the total contract price exceeds the approved budget or fund allocation. These negotiations will aim to bring the total cost within the allocated budget while maintaining the quality of the items and services required. The quality will be given top priority.

(b) In case where a bidder has quoted the lowest price for the majority items, remarked as L1 (i.e more than 50% of the specified items at point no.5 above) , the TIA may requested the bidder to agree to supply the remaining items at the lowest rates quoted by other bidders in priority basis. This negotiation will seek to achieve economies of scale , ensuring that the final contract price is competitive and aligns with the budget while also ensuring fairness to all bidders .

### 10. Signing of Contract

(a) The successful bidder will be required to sign a formal agreement with the Tender Inviting Authority (TIA) within two days of receiving the acceptance letter. This agreement will formalize the terms and conditions of the contract, including the delivery schedule, payment terms, and other essential obligations.

(b) Failure to sign the agreement within the specified time frame will result in the rejection of the offer, and the TIA will not entertain any claims for damages or compensation. The TIA reserves the right to proceed with awarding the contract to another bidder in such cases.

### 11. Performance Security Deposit

The selected bidder will be required to submit a Performance Security Deposit for Rs.1,50,000/-. This deposit must be submitted within two days of receiving the acceptance of agreement. The Performance Security Deposit serves as a guarantee for the bidder's fulfillment of the contract and ensures that the bidder will perform all obligations as per the contract terms.

The Performance Security Deposit must be provided in the form of a Bank Draft or a Bank Guarantee(BG) in favour of "District Project Coordinator SS Kandhamal," and it must be payable at Kandhamal. In case of a Bank Guarantee, the bidder must ensure that the guarantee is submitted in the prescribed format(Format-B) . Additionally the bank Guarantee must remain valid for a period of at least 30 days beyond the defect liability period specified in the contract, ensuring that the bidders performance is secured for full duration of the contracts implementation and defect liability period.

### 12. POST Delivery Inspection (PDI):

The tender Inviting authority will conduct a comprehensive Post Delivery Inspection. The inspection will be carried out by specialized personnel from the committee ensuring that the items meet the required specifications and standards as submitted as samples in brochures during tender with sample supplied to the PMSHRI School point randomly.

### 13. Requirement & Delivery Schedule:

The selected firm will be responsible for supplying the required quantity of all items to the designated 10 no of PM SHRI Schools . The firm must complete the delivery process within 15 days from the date of the issuance of the work order. This timeline is critical to ensure the timely availability of items for the smooth functioning of the CRC at PM SHRI School . If the delivery is delayed beyond the stipulated period, penalties may apply, as outlined below.

#### **14. Payment Terms:**

(i) Once the delivery is completed at the respective PMSHRI School, the bidder must submit an acknowledgment receipt from each HM of PMSHRI Schools confirming the receipt of the items. This receipt should be attached to the duplicate copy of the delivery challan detailing the goods delivered at PMSHRI School point. These documents will serve as proof of delivery and will be used to initiate the payment process.

(ii) **On completion of delivery at PMSHRI School point** payment shall be made after receipt of the required reports / Papers/ documents as under:

- a. Challans towards satisfactory completion of supply of quantity to concerned PMSHRI School point as per supply order.
- b. On fulfillment of conditions of the agreement.
- c. Four self-inking carbon copies of the GSTIN invoice as well as bank details for payment purpose.

(ii) No advance payment will be made to the bidder. Payments will be processed only after the delivery is completed and documented properly. Additionally, payments through bank negotiations will not be entertained.

(iii) The TIA will deduct tax at source from the total payment at the prevailing rates as per the current tax laws. The bidder is expected to comply with all tax-related obligations under the applicable laws.

#### **15. Penalty for Delay in Delivery:**

In case the selected firm fails to deliver the items in time, a penalty will be imposed. The penalty will be 0.5% of the total contract value per week or part thereof for each week of delay. This penalty will continue to accumulate until the work is completed, with a maximum penalty limit set at 10% of the total contract value. This penalty mechanism ensures that the bidder remains motivated to complete the delivery on time and adheres to the specified schedule. Additionally, the TIA reserves the right to forfeit the Performance Security if the bidder fails to meet the delivery schedule and may also debar the firm from participating in future tenders. In extreme cases, the TIA may request the Government to blacklist the firm, which could have long-term repercussions for the bidder.

#### **16. Amendments to Bid Terms, Conditions, and Issuance of Corrigendum/Addendum:**

(a) The TIA may, up to seven (07) days before the final date for submission of bids, amend or modify the bidding documents. This may occur at the TIA's initiative or in response to a clarification request from any bidder. Any amendments will be issued in the form of a corrigendum or addendum. The TIA will notify any such amendments through official websites <https://kandhamal.odisha.gov.in/> [www.osepa.odisha.gov.in/](http://www.osepa.odisha.gov.in/)

**17. Submission of Tender:**

Each bidder is permitted to submit only one tender in response to the invitation. Submitting more than one tender will lead to the automatic rejection of all proposals from that bidder. This ensures transparency and fairness in the bidding process and prevents any potential for manipulation of the system.

**18. Submission of Additional Information:**

If the space provided in the tender document is insufficient to include all necessary information, bidders are allowed to use separate sheets. These additional sheets must follow the prescribed format and be numbered consecutively. Every additional page must be authenticated with the bidder's signature to verify the authenticity of the information provided.

**19. Accuracy of Information Submitted:**

It is expected that all information provided by the bidder in the tender documents is true and accurate to the best of their knowledge. Any false or misleading information may lead to disqualification from the tender process and could result in penalties or legal consequences.

**20. Document Submission:**

Bidders must ensure that they submit all required documents as specified in the tender document. These documents must be part of the Technical Bid or Financial Bid as applicable. Failure to submit the necessary documents will lead to rejection. The documents should be properly numbered and clearly marked with page numbers for easy reference. The submission process should be in line with the instructions laid out in the tender document.

**21. Right to Modify Bid Terms:**

The TIA reserves the right to make modifications to the terms and conditions outlined in the bid document at any point during the execution of the contract, should it be deemed necessary. These changes will be communicated to the bidder, and adjustments will be made as required.

**22. Bid Validity Period**

The validity period for the submitted bid will be 90 days from the opening of the date of the financial bid. The bidders must ensure that their bid remains valid for this period to avoid any complication or delay in contract awarding.

**23. Right to reject bids**

The TIA holds the discretion to reject any or all bids received in response to the tender without providing reasons. The TIA also reserves the right to modify any term of the bid documents during the contract execution if necessary. This provision allow flexibility to ensure the procurement process meets its objectives effectively

**24. Resolution of Disputes:**

(a) Any dispute arising between the TIA and the successful bidder should be addressed in writing by both parties, signed by the designated authorities as per the contract agreement. Both parties should strive to resolve the issue amicably through consultations and negotiation.

(b) If mutual consultation fails within 21 days of the dispute, the matter will be referred to a conciliation panel. Each party will nominate one member to form the panel. If the conciliation process fails, the dispute will be escalated to arbitration .The Arbitrator will be nominated by the Collector -cum-Chairman, SS Kandhamal and the

arbitration will follow the provision of the Arbitration and Conciliation Act 1996 of India

**25. Applicable Law and Jurisdiction of Courts:**

(a) The contract will be governed by Indian laws that are in force at the time of contract execution, and any disputes will be interpreted based on these laws.

(b) Any legal disputes that arise concerning the contract will fall under the jurisdiction of the courts in Kandhamal. This ensures that legal matters are handled within the local judicial framework, reducing delays and ensuring quicker resolutions.

**Tech-I**

**COVERING LETTER**

**(In Bidder's Letter Head)**

To

**The District Project Coordinator,  
Samagra Shiksha, Kandhamal, Odisha, Pin-762001.**

**Subject: Supply of TLM & Equipments ((Physiotherapy, Auditory training, Speech Therapy, Mobility & Braille training, ,ADL & Behavioral Modification Training, Equipment & Furniture for CRC, 10 No's of PMSHRI School**

Madam/Sir

I/We, the undersigned, request you to participate in the selection process towards **Supply of TLM & Equipments** (Physiotherapy, Auditory training, Speech Therapy, Mobility & Braille training, ,ADL & Behavioral Modification Training, Equipment & Furniture for CRC, 10 No's of PMSHRI School ) in accordance with your Tender Call Notice No.\_\_\_\_/\_\_\_\_/\_\_\_\_/\_\_\_\_/2025 dated \_\_\_\_\_. I/We are hereby submitting our proposal, which includes Technical Bid and Financial Bid separately.

I/We, hereby declare that all the information and statements made in this Technical BID are true and correct and I accept that any misinterpretation contained in it may lead to disqualification of our Bid. Our Bid will be valid for acceptance up to **90 Days** from the date of opening of the financial BID and I confirm that this proposal will remain binding upon us and may be accepted by you at any time before this expiry date.

I/We, hereby unconditionally undertake to accept all the terms and conditions as stipulated in the BID document. In case any provision of this BID document are found violated, then TIA shall without prejudice to any other right or remedy be at liberty to reject our Bid including legal action as per law.

I/We remain,

Yours faithfully,

Place:

**BIDDER/S'S OFFICIAL SIGNATORY**

Date:

**Name & Designation with Rubber Stamp**

**Bidder/s's Organisation (General Details)**

Sl No.	Description	Full Details
1	<b>Name of the Bidder/s</b>	
2	<b>Address for Communication</b> Tel :Fax: Email id :	
3	<b>Name of the authorized person signing &amp; submitting the bid on behalf of the Bidder/s:</b> Mobile No. : Email id :	
4	<b>UDYAM Registration</b> No: Date & Year. :	
5	<b>Local office in Odisha</b> <b>If Yes, Please furnish contact details</b>	
6	Bid processing fee Details Amount :Rs.____/-	
7	EMD details	
8	GSTIN under Odisha GST (OGST) Act	
9	PAN	
10	Acknowledgement receipt of Income Tax Return for the Assessment Year 2022-23,&2023-24 & 2024-25	
11	Confirm to accept all the terms and conditions as specified in the Bid Document	

Place:

BIDDER/S'S OFFICIAL SIGNATORY

Date:

Name & Designation with Stamp

**Check list of documents & Items to be enclosed with Technical Bid**

Sl. No	Nature and Type of Document/Items	Whether enclosed
		Yes / No
1	UDYAM Registration. of Govt of Odisha	
2	Proof of Office as well as printing setup in the State of Odisha	
3	Valid PAN	
4	Acknowledgement receipt of Income Tax Return for the Assessment Year 2022-23,&2023-24 & 2024-25.	
5	Valid GST Registration Certificate under Odisha GST (OGST) Act and proof of Up-to-date GST Return	
6	DD amounting to Rs. 2,000/- as bid processing fee	
7	EMD in shape of Demand Draft amounting to Rs.50,000/-	
8	Duly filled & sealed Technical Bid formats.	
9	Brochures of listed of to be shown	
10	Duly filled the Financial Bid	

Place:

Date:

BIDDER/S'S OFFICIAL SIGNATORY  
Name & Designation with Official Seal

**(In Bidder's letter Head)**

**Tech -4**

To:

The District Project Coordinator,  
Samagra Shiksha, Kandhamal, Odisha, Pin-762001.

**Undertaking / Declaration**

1. I, \_\_\_\_\_ Son / Daughter / Wife of Shri \_\_\_\_\_ Proprietor / Director / Authorized Signatory of the bidder, mentioned above, am competent to sign this declaration and execute this bid document;
2. I/we have carefully read and understood all the terms and conditions of the BID document and undertake to abide by them.
3. The information / documents furnished along with the above application are true and authentic to the best of my knowledge and belief. I /We, am / are well aware of the fact that furnishing of any false information / fabricated document would lead to rejection of my BID at any stage besides liabilities towards prosecution under appropriate law.
4. I/we also certify that our firm has not been blacklisted / debarred / banned by any State Govt. / UT / Central Govt. / Govt. organization / Govt. Institution / PSU / Govt. run autonomous body, Society / OSEPA and or convicted by any court of law due to (a) Service or quality supplied (b) submission of fake or forged documents (c) submission of incorrect information / suppression of vital information and facts / misrepresentation of quality certificates (d) non-performance or non-supply (e) any other reasons.
5. This is also certified that neither my-self nor my organization will be indulged in any corrupt practices so far as this bidding is concerned.

**Authorized Signatory [In full and initials]  
Name and Designation of Signatory with Date and Seal:**

**Address of the Bidder**

COVERING LETTER

(In Bidder's Letter Head)

To

The District Project Coordinator,  
Samagra Shiksha, Kandhamal, Odisha, Pin-762001.

**Subject: Supply of TLM & Equipment's (Physiotherapy, Auditory training, Speech Therapy, Mobility & Braille training, ,ADL & Behavioral Modification Training, Equipment & Furniture for CRC, 10 No's of PMSHRI School )  
FINANCIAL PROPOSAL**

Madam/Sir

I, the undersigned, offer to **Supply of TLM & Equipments** (Physiotherapy, Auditory training, Speech Therapy, Mobility & Braille training, ,ADL & Behavioral Modification Training, Equipment & Furniture for CRC, 10 No's of PMSHRI School ) in accordance with your Tender Call Notice No.\_\_\_\_\_, Dated: \_\_\_\_\_.

The quoted rate is inclusive of cost of all other charges / levies / duties, transportation cost & delivery of the complete material at concerned PM SHRI School. I do hereby undertake that, in the event of acceptance of our bid, the supply shall be made in respect to the terms and conditions as stipulated in the BID document.

Our financial proposal shall be binding upon us subject to the modifications resulting from contract negotiations, up to expiration of the validity period of the proposal of <90> days from the date of opening of the Financial bid. I have carefully read and understood the terms and conditions of the Bid document and do hereby undertake to provide the article accordingly.

I understand that you are not bound to accept any proposal you receive.

I remain,

Yours faithfully,

**Authorized Signatory [In full and initials]**

**Name and Designation of Signatory with Date  
and Seal:**

**Address of the Bidder**

**FINANCIAL BID****(In Bidder's Letter Head)**

<i>Sl. No.</i>	<i>Items</i>	Rate per unit ( in Rs.) as per required Specification(Including all duties ,taxes and transportation cost up to points of delivery)	Total Required Quantity (Units)	Total Amount in Rs.
<i>1</i>	<i>2</i>	<i>3</i>	<i>4</i>	<i>5=(3 x 4)</i>
1	Physiotherapy Bed			
2	Electrical Stimulation Machine			
3	Height Adjustable Stool (Steel)			
4	Stepper for therapy Bed			
5	Grass Mat for floor			
6	Prone Standing Frame			
7	Ball Pool			
8	Peanut Ball			
9	Staircase			
10	Parallel Bar (for children)			
11	Trampoline with net			
12	Inclined Tapered Balance Beam			
13	Balance Board			
14	Physio Mat			
15	Sensory Stimulation kit			
16	Speech Trainer			
17	Speech Therapy Mirror			
18	Speech Therapy Table			
19	Chair (Kids)			
20	Auditory training instruments (Kit)			
21	Language Training Kit			
22	Braille Kit			
23	Tactile Recreational Equipments			
24	Smart Cane			
25	LED Page Magnifier with Stand			
26	Embossed tactile map & globe			
27	Blind folds			
28	Illuminated hand held Magnifier			
29	TLM Kit (Primary)			
30	TLM Kit (Secondary)			
31	TLM Kit (Pre-Vocational)			
32	Materials for Teaching ADL			
33	ADL Board			
34	Illuminated Sensory Table			
35	Sensory Light			
36	Occupational Therapy Equipments			
37	Occupational Sensory Kit			

25

38	Massager			
39	Smart TV			
40	Cupboard			
41	Wall mounttd shelf			
42	Godrej Executive Table			
43	Desire C104 Mesh Mid Back Office			
44	One computer with NVDA software			
45	Computer table			
<b>45 Grand Total Amount</b>				
<b>In words(Rupees</b>				

**NB: The rate per item may be quoted up to two decimal points.**

Place:  
Date:

BIDDER'S OFFICIAL SIGNATORY  
Name & Designation with Official seal

Bank Guarantee Format for Furnishing EMD

To,

The District Project Coordinator,  
Samagra Shiksha, Kandhamal, Odisha, Pin-762001.

**WHEREAS** \_\_\_\_\_ (Name and address of the tenderer) (hereinafter called "the Tenderer") has submitted their offer dated \_\_\_\_\_ for the **Supply of TLM & Equipment's** ((Physiotherapy, Auditory training, Speech Therapy, Mobility & Braille training, ADL & Behavioral Modification Training, Equipment & Furniture for CRC, 10 No's of PMSHRI School ) against the purchaser's Notice inviting tender No \_\_\_\_\_ dated \_\_\_\_\_

KNOW ALL MEAN by these presents that We..... of..... having our registered office at.....(hereinafter called the "Bank") are bound unto the District Project Coordinator, Samagra Shiksha, Kandhamal (hereinafter called "purchaser") in the sum of **Rs. \_\_\_\_\_/-** for which payment will and truly to be made to the said Purchaser, the Bank binds itself, its successors and assigns by these presents.

Sealed with the Common Seal of the said Bank this..... day of.....2025

THE CONDITIONS OF THIS OBLIGATION ARE:

1. If the Tenderer withdraws or amends, impairs or derogates from the tender in any respect within the period of validity of this Tender.
2. If the Tenderer having been notified of the acceptance of its tender by the Purchaser during the period of its validity :-
  - a) If the Tenderer fails to furnish the performance security for the due performance of the contract
  - b) Fails or refuses to accept / execute the Contract.

WE undertake to pay the Purchaser up to the above amount upon receipt of its first written demand, without the Purchaser have to substantiate its demand, provided that, in its demand the purchaser will note that the amount claimed by it is due to it owing to the occurrence of one or both of the two conditions, specifying the occurred condition or conditions.

This guarantee will remain in force up to \_\_\_\_\_ and including 45 days after the period of tender validity and any demand in respect thereof should reach the Bank not later than the above date.

Our \_\_\_\_\_\*branch at \_\_\_\_\_ (name and address of the \_\_\_\_\_\*branch) is liable to pay the guaranteed amount depending on the filing of claim and any part thereof under this bank guarantee only and only if you serve upon us at our \_\_\_\_\_\*branch. A written claim or demand and received by us at our \_\_\_\_\_\* branch on or before dated \_\_\_\_\_ otherwise bank shall be discharged of all liabilities under this guarantee thereafter.

(Signature of the authorized officer of the Bank)

(Name & designation of the officer)

Seal, name, date & address of the bank and  
address of the branch

\*Preferably at district head quarter.

PERFORMANCE BANK GUARANTEE FORMAT

To,

The District Project Coordinator,  
Samagra Shiksha, Kandhamal, Odisha, Pin-762001.

WHEREAS \_\_\_\_\_ (Name and address of the supplier) (hereinafter called "the supplier") has undertaken, in pursuance of contract No \_\_\_\_\_ dated \_\_\_\_\_ for **Supply of TLM & Equipment's** (Physiotherapy, Auditory training, Speech Therapy, Mobility & Braille training, ,ADL & Behavioral Modification Training, Equipment & Furniture for CRC, 10 No's of PMSHRI School ) (herein after called "the contract").

AND WHEREAS it has been stipulated by you in the said contract that the supplier shall furnish you with a bank guarantee by a scheduled commercial bank recognized by you for the sum specified therein as security for compliance with its obligations in accordance with the contract;

AND WHEREAS we have agreed to give the supplier such a bank guarantee;

NOW THEREFORE we hereby affirm that we are guarantors and responsible to you, on behalf of the Consultant, up to a total of \_\_\_\_\_ (amount of the guarantee in words and figures), and we undertake to pay you, upon your first written demand declaring the consultant to be in default under the contract and without cavil or argument, any sum or sums within the limits of (amount of guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified there in.

We hereby waive the necessity of your demanding the said debt from the consultant before presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the contract to be performed there under or any of the contract documents which may be made between you and the consultant shall in any way release us from any liability under this guarantee and we hereby waive notice of any such change, addition or modification.

This performance bank guarantee shall be valid until the \_\_\_\_\_ day of \_\_\_\_\_, <Year>

Our branch at \* \_\_\_\_\_ (Name & Address of the Bank) is liable to pay the guaranteed amount depending on the filing of claim and any part thereof under this Bank Guarantee only and only if you serve upon us at our \_\_\_\_\_\*branch a written claim or demand and received by us at our \_\_\_\_\_\*branch on or before Dt. \_Otherwise bank shall be discharged of all liabilities under this guarantee thereafter.

(Signature of the authorized officer of the Bank)  
Name and designation of the officer  
Seal, name & address of the Bank & Branch