



GOVT OF ODISHA
OFFICE OF THE COLLECTOR, KANDHAMALA, PHULBANI
(ST & SC Development Section)
e-mail:- dwo.kandhamal@gmail.com

No. 763/ VI-56/2026 Dt:- 21/02/2026

TENDER CALL NOTICE

Sealed Tenders are invited under Two Bid System only from eligible OSMEs (Odisha Small Manufacturing Enterprises i.e Micro & Small Manufacturing Enterprises) of Odisha for supply of Kitchen Utensils to the SSD M&BCW Deptt Hostels in Kandhamal district. Medium Manufacturing Enterprises are not allowed to participate in this Tender. The details of the bidding process are as follows:-

Sl. No.	Bidding Schedule	Dateline
1	Date of Issue	21-02-2026
2	Last Date and Time of receipt of Bid	05-03-2026, 2 PM
3	Opening of Technical Bid	05-03-2026, 3 PM
4	Opening of Financial Bid	05-03-2026, 5 PM

Bidders are required to submit the Technical and Financial bids separately. The bids in sealed cover-I containing "Technical Bid" and the sealed cover-II containing "Financial Bid" should be placed in a third sealed cover super-scribed "Bid for supply of Kitchen Utensils to the SSD M&BCW Deptt Hostels in Kandhamal district" and must reach the O/o DWO Kandhamal as per the schedule above by Speed Post/Registered Post only. The Bid documents containing eligibility criteria, terms and conditions of the tender can be downloaded from the district website www.kandhamal.odisha.gov.in. The Authority reserves the right to cancel /modify the Tender/Procurement Process without assigning any reason thereof. The Authority also reserves the right to reject any or all the Tender/Tenders without assigning any reason thereof.

Complete Address for submission of Bid:

The DWO, Collectorate,
At/Po:- Phulbani,
Dist-Kandhamal, Odisha,
Pin Code: 762001.


Collector & District Magistrate,
Kandhamal.
Collector
Kandhamal Phulban

INDEX

Sl. No.	Section	Description	Page
1	Section I	General Terms & Conditions	
2	Section II	Schedule of Requirement	
3	Section III	Instruction to Bidder	
4	Section IV	Technical Bid	
5	Section V	Financial Bid	

D. Mishra
9/12/26
District Welfare Officer
Kandhamal, Phulbani

Section I

General Terms & conditions

The selected Bidder must be willing to deposit the Performance Security of 2.5% of the total order value. This willingness must be given in a non-judicial stamp paper of Rs.100/- at the time of submission of Tender Paper alongwith other required documents. This Performance Security will be retained till the completion of one year from the date of supply of Kitchen Utensils to enlisted Hostels.

The Bidder must submit the copy of the Tender Paper (each page must be signed and sealed by the Bidder) alongwith all required documents The Tender Paper can be downloaded from the District Website www.kandhamal.odisha.gov.in. Any deviation from the prescribed procedures, required information, formats, conditions shall result in outright rejection of the bid. Any conditional bid shall also be outrightly rejected. All entries in the pages of the bid document must be neatly computerized, be legible and be signed by the Bidder. If the space for furnishing information is insufficient, a separate sheet duly signed by the Bidder should be attached.

The Bidder must submit valid GST Registration Certificate & latest returns (GSTR3B & GSTR1) for the preceding 03 months, PAN details, IT Returns for the last 03 Financial Years (FY 2022-23 to FY 2024-25), TAN Certificate, valid Trade License, Professional Tax Certificate for last 03 financial years from 2022-23 to 2024-25, and documents in support of his Annual Turn Over for last 03 financial years (FY 2022-23 to FY 2024-25) on CA Letter Head with UDIN number as mentioned in the Application Form. Annual Turn Over of the Micro Enterprises must be below Rs.10 Crores & for Small Enterprises must be below Rs.100 Crores during each of the last 03 (three) Financial Years from 2022-23 to 2024-25. The investment in plant & machinery/equipment for Micro Enterprise must not exceed Rs.2.5 Crore & Rs.25 Crore in respect of Small Enterprises. The respective Bidders have to produce valid documents in support of investment plant & machinery/equipment. The Bidders must have valid Production Certificates/Licenses form the concerned DIC in their favour.


21/2/26
District Welfare Officer
Kandhamal, Phulbani

The price offered by the Bidder must include the item cost, all taxes, transportation to Hostel points as will be provided in the list.

The Bidder must provide the Product safety Certificate. Data Sheets of the product offered in the bid are to be submitted along with the Bid documents. Buyer can match and verify the Data Sheet with the product specifications offered. In case of any unexplained mismatch of technical parameters, the bid is liable for rejection. The technical specifications of the Products are as under:-

Sl. No.	Name of the Kitchen Utensil	Size	Product Specification
1	Aluminium Handa with Lid	50 KG	Gauge:- 6-7 Depth:-16.5" Inner Dia:-30" Weight:- 26 (\pm 1) KG
2	Aluminium Handa with Lid	30 KG	Gauge:- 6-7 Depth:-14.5" Inner Dia:-26" Weight:- 19 (\pm 1) KG
3	Aluminium Kadhai	50 KG	Gauge:- 8 Inner Dia:- 30" Weight:- 11 (\pm 1) KG
4	Branded Pressure Cooker	22 Ltr.	Base:- 4.88 mm thick Reinforced fibreglass handles With two lifting handles & two safety Valves
5	Iron Jalli Chattu Big Size	4-5 Feet	Jalli Chattu Diameter:13" Weight :- 2 KG or more
6	Iron/Steel Pitha Patia Big Size	4-5 Feet	Weight :- 2 KG or more
7	GI Chattu/Dabu Medium Size	2-3 Feet	Diameter:13" or more Weight:- 2 KG or more
8	Aluminium Danki Normal Size	15"	100 Gm or more

The Bidder must submit the Notarized Affidavit regarding the non-blacklisting of his/her Enterprise by any Government Department / Organisation in Non-Judicial Stamp Paper of Rs. 100/-.

The tender papers will be opened as per schedule given above in Sadbhabana Sabhagraha of Collectorate Kandhamal.

The Bidders or their Authorized Representatives have to remain present there with the sample of each item at the time


District Welfare Officer
Kandhamal, Phulbani

of opening of the Financial Bid. Multiple samples will not be allowed for one item. In addition to price, quality of the items to be supplied will also be assessed by the Committee members.

The Bidder must have a valid Udyam Registration Number and must submit an Undertaking in the shape of affidavit (in the format given at Annexure A) at the time of bidding.

If the selected Agency supplies products of poor/ sub-standard quality contrary to the approved sample or products outside his manufacturing, the supply order will be outrightly cancelled. The Performance Security deposited by the Bidder shall be forfeited. Steps shall be taken for blacklisting the Bidder in addition to other legal actions. And non-compliance to any of the requirements or conditions mentioned above will lead to the disqualification of the bid.

The selected Bidder shall have to supply the items -alongwith one-year warranty certificate to each of the enlisted Hostels- within 30 days of the receipt of the supply order.

Order will be placed after the tender process is over and quantity of article for supply order may change subject to availability of funds.

Payment will be made only after successful installation of supplied items.

Section II

Schedule of Requirement

Tentative requirement of Kitchen Utensils to be supplied and installed in the SSD M&BCW Deptt Hostels in Kandhamal district will be as under:-

Sl. No.	Description	Requirement
1	Kitchen Utensils	As per assessment to be done by the authority.

D. Mishra
21/2/26
District Officer
Kandhamal, Phulbani

Section III

Instruction to Bidders

General Information:

- The office of the DWO, Kandhamal requires Kitchen Utensils its Hostels.
- Sealed tender is invited under two bid system from OSMEs of Odisha to supply the items. The Authority reserves the right to cancel /modify the Tender/Procurement Process without assigning any reason thereof. The Authority also reserves the right to reject any or all the Tender/Tenders without assigning any reason thereof.
- Bidders are required to submit the technical & financial bids separately. The bids in Sealed Cover-I containing 'Technical Bid' and Sealed Cover-II containing 'Financial Bid' should be placed in a Third Sealed Cover Super- Scribed "Bid for supply of Kitchen Utensils to the SSD M&BCW Deptt Hostels in Kandhamal district" must reach the O/o-DWO Kandhamal as per the schedule above by Speed Post/ Regd. Post only.
- The proposal complete in all respect as specified above must be accompanied with all relevant documents/certificates.
- The authority will not be responsible for any postal delay.

D. Mohanta
21/2/26
District
Kandhamal, Phulbani

Section IV

TECHNICAL BID

BIDDER'S INFORMATION IN BIDDER LETTER HEAD

To

The District Welfare Officer,
Kandhamal.

Sub: Supply of Kitchen Utensils to the SSD M&BCW Deptt Hostels in
Kandhamal district [Technical Proposal]

Sir,

I, the undersigned, offer to participate in the tender process to Supply of Kitchen Utensils to the SSD M&BCW Deptt Hostels in Kandhamal district in accordance with your Tender Notice No: _____ Dated _____. I am hereby submitting my proposal, which includes Technical Proposal and Financial Proposal sealed in separate envelopes.

I hereby declare that all the information and statements provided in the technical proposal are true and correct and I accept that any misinterpretation contained in it may lead to disqualification of our proposal.

I, hereby unconditionally undertake to accept all the terms and conditions as stipulated in the tender document. In case any provision of this tender are found violated, then your office shall have the rights to reject my proposal including forfeiture of the earnest money deposit absolutely.

Yours faithfully,

Authorized Signatory[In full and initials]

Name and Designation:

Address of the Bidder:

D. M. S. / 21/2/26

Sl. No	Items	Details of the Particulars	Documents submitted at Page No.
1	Name & address of the Agency/Firm/Supplier (Proof to be submitted)		
2	Name & address of the OSME (Self-attested copies of the Voter Id & Aadhar to be attached)		
3	Name & telephone number of the Authorized Person signing the bid	Name and Designation:	
		Mobile Number:	
4	Bank Details of the Bidder (Proof to be submitted)	Name of the A/C Holder	
		Account Number:	
		Bank and Branch Name:	
		IFSC Code:	
5	PAN No. (Attach self attested copy)		
	ITR for 2022-23		
	ITR for 2023-24		
	ITR for 2024-25		
6	GSTIN Certificate in favour of the Firm/Agency (Attach self attested copy)		
	GSTR 3B & GSTR1 for 1/2026		
	GSTR 3B & GSTR1 for 12/2025		
	GSTR 3B & GSTR1 for 11/2025		


 District Fire Officer
 Kandhamal, Bhubaneswar

Sl. No	Items	Details of the Particulars	Documents submitted at Page No.
9	TAN No:- (Attach self attested copy)		
10	Professional Tax for last 3 years (Attach self attested copies)		
11	Udyam Registration Number details (Attach self attested copy)		
12	Details of the Valid Trade License		
13	Details of the Production Certificate / License (Attach self attested copy)		
14	Bidder Annual Turnover details for the last 03 years (Proof to be submitted)	2022-23	
		2023-24	
		2024-25	
15	Details of the investment in Plant & Machinery/Equipment		
16	Details of the Product Safety Certificate given by the OEM (copy to be enclosed)		
17	Details of the non-Blank listing Affidavit		
18	Data sheet of the Product offered.		
19	Acceptance to all the terms & Conditions of the tender (an undertaking is to be given in Rs.10/- non-judicial stamp paper)		

Seal & Signature of the Bidder

Bmborn
21/9/26
District Welfare Officer,
Kandhamal, Phulbani

Section V

FINANCIAL BID IN BIDDER'S LETTER HEAD

Name & Address of the Bidder:-

Sl. No.	Name of the Kitchen Utensil	Size	Product Specification	Quoted Price / Piece
1	Aluminium Handa with Lid	50 KG	Gauge:- 6-7 Depth:-16.5" Inner Dia:-30" Weight:- 26 (±1) KG	
2	Aluminium Handa with Lid	30 KG	Gauge:- 6-7 Depth:-14.5" Inner Dia:-26" Weight:- 19 (±1) KG	
3	Aluminium Kadhai	50 KG	Gauge:- 8 Inner Dia:- 30" Weight:- 11 (±1) KG	
4	Branded Pressure Cooker	22 Ltr.	Base:- 4.88 mm thick Reinforced fibreglass handles With two lifting handles & two safety Valves	
5	Iron Jalli Chattu Big Size	4-5 Feet	Jalli Chattu Diameter:13" Weight :- 2 KG or more	
6	Iron/Steel Pitha Patia Big Size	4-5 Feet	Weight :- 2 KG or more	
7	GI Chattu/Dabu Medium Size	2-3 Feet	Diameter:13" or more Weight:- 2 KG or more	
8	Aluminium Danki Normal Size	15"	100 Gm or more	

Seal & Signature of the Bidder


**District Welfare Officer
Kandhamal, Phulbani**

Odisha Procurement Preference Policy for Micro and Small Manufacturing Enterprises'2023 [See para 1 (B)]

BIDDER'S AFFIDAVIT

(Applicable to Bidders who fall under the definition of Odisha Small Manufacturing Enterprises)

I, Shri/ Smt/ Ms.....(Designation) of (name of the Bidder Enterprise)..... solemnly state the following.

1. That annual turn-over of my enterprise is less than Rs. 50 Cr.
2. That my enterprise has a valid Udyam Registration bearing No. _____ within the jurisdiction of the State of Odisha.
3. That manufacturing plant/unit of my enterprise is located in Odisha in Village/Town/City _____, Block/ULB _____, Dist. _____.
4. That the goods for which I am submitting this bid are manufactured in the above-mentioned manufacturing plant/unit of my enterprise.
5. That the goods to be supplied by my enterprise shall be its own manufactured goods.
6. That my enterprise shall not supply goods which are not manufactured by my enterprise.
7. That my enterprise has not been blacklisted/debarred by any Government Organization from participating in current procurement process.
8. That my enterprise comes under the definition of Odisha Small Manufacturing Enterprise (OSME), as defined in the Policy, and is, therefore, eligible for preferences and relaxations provided in the Policy for OSMEs.
9. That I am submitting this affidavit in response to the tender No.....datedinvited by (Organisation Name)..... for supply of (item name)

I certify that all information furnished by me as above are true and correct. If any information is found to be incorrect, I and my enterprise shall be liable for any punitive action as deemed appropriate by competent authority.

Date _____

Signature of Bidder _____

Name of the Bidder _____

Address _____

Mob No. _____

E-mail: _____




 9/12/20
**District Welfare Officer
 Kandhamal, Phulbani**