

**DISTRICT PROJECT OFFICE,
SAMAGRA SHIKSHYA, BARGARH**
No. 1967 /Plg/19// Date. 26.11.19 //

TENDER CALL NOTICE

(A) Sealed tenders are invited in plain paper from intending suppliers having valid registered STCC, PAN and having GST Registration Certificate for supply of materials as follows:-

1. 410 numbers of bedding
2. 1350 numbers of School bag
3. 1350 numbers of Towel
4. 1350 numbers of water Bottle
5. 1350 numbers of Pencil Box
6. 1350 numbers of Story Books/Work Books
7. 1350 numbers of Drawing Materials Kit
8. 26 numbers of Toys/Sport Materials Kit for Seasonal Hostels 2019-20.

The tender papers containing detailed specification which can be obtained from the District Project Office, Samagra Shikshya, Bargarh during office hours of any working day between **Dt.28.11.2019 to Dt.10.12.2019** (till 1.00 P.M) on payment of Rs.500/- (Rupees Five Hundred)only towards cost of tender paper in shape of demand draft to be pledged in favour of DPC, SSA, Bargarh. The same is also being available in OSEPA website <http://osepa.odisha.gov.in> & district website www.bargarh.nic.in. The suppliers interested to download the tender paper from the websites have to deposit the cost of tender paper in shape of demand draft along with tender paper. The cost of tender paper is non refundable. The sealed tender can be sent by Registered Post/Speed Post only to the District Project Office, Samagra Shikshya, Bargarh, Near Collectorate, Bargarh, AT/Po/Dist- Bargarh, PIN-768028, on or before 01.00 P.M. **dt.10.12.2019** and will be opened on the same day at **4.30 P.M.** in the office of the Collector-cum-Chairman, SS, Bargarh in presence of the bidders or their authorized representatives. The tenders received after **Dtd.10.12.2019 by 01 P.M** will not be entertained. The authority reserves the right to cancel the tender without assigning any reason thereof.

(B) Expressions of interests are invited from the firms having EPM rate contract for supply of 410 nos Beds to Seasonal Hostel of 04 blocks. The detail term, condition and specification is available in OSEPA website <http://osepa.odisha.gov.in> & district website www.bargarh.nic.in.

By order of Collector-cum-Chairperson, Samagra Shikshya, Bargarh

Keelme
District Project Coordinator,
Samagra Shikshya, Bargarh

Memo No. 1968 / Date. 26.11.19 /

Copy forwarded to the Advertisement Manager, The SAMBAD & The _____ for publication of the above tender call notice for one day only in all Odisha edition. The advertisement should be in small letter with single space and the bill amount should be as per I & PR rate.

Keelme
District Project Coordinator,
Samagra Shikshya, Bargarh

Memo No. 1969 / Date. 26.11.19 /

Copy submitted to the DIO, NIC, Bargarh for information and necessary action. He is requested to upload the notification along with other documents in the official website as mentioned above for wide publication.

Keelme
District Project Coordinator,
Samagra Shikshya, Bargarh

Memo No. 1970 / Date. 26.11.19 /

Copy submitted to the State Project Director, OSEPA, Bhubaneswar for kind information and necessary action. It is requested to issue suitable instruction to the concerned official for uploading the above Tender Notice along with other documents in the OSEPA website for wide publication.

Keelme
District Project Coordinator,
Samagra Shikshya, Bargarh

**DISTRICT PROJECT OFFICE,
SAMAGRA SHIKSHYA, BARGARH
AT/PO/DIST – BARGARH (NEAR COLLECTORATE), ODISHA – 768028,
Ph.-06646-246608, Email:dpcbargarhssa.opepa@nic.in**

Bid documents for supply of stationary Items and beddings for Seasonal Hostels, 2019-20

- a) Period for Receipt of Tender Document : From Dt.28.11.2019 Dt. 10.12.029
up to 1.00 PM.
- b) Date, time and venue for opening of the tender : Date: 10.12.2019 Time 4.30PM
Venue: Office of Collector-cum-Chairman,
SS, Bargarh.
- c) Tender Application Form Cost : Rs.500/- (Rupees Five Hundred) only
(Non-Refundable)
- d) EMD : Rs.40,000/- (Rupees Forty Thousand) only
Enclose in tender application form
(Refundable)
- e) Security Deposits : 5% of total order value to be deposited, after
selection of the bidder in tender. (Refundable)
- f) Date of completion of work : Within 15 days of issue of work order
- g) Terms & Conditions : at Annexure – A
- h) Technical Bid/Bidders Details : at Annexure – B
- i) Financial Bid/ Rate, Specification of stationary items : at Annexure – C
- j) Financial Bid/Rate, Specification of Beddings : at Annexure – D
- k) List of Sports Materials to be supplied : at Annexure – E
- l) Willingness to supply bed along with Term Condition & Specification of Bed : at Annexure-F

General Terms & Conditions

1. **Tender paper Cost** : The intending bidder may apply by downloading bid form and document from the website <http://opepa.odisha.gov.in> / www.bargarh.nic.in and supply accordingly along with Bank Draft for RS.500/- (Rupees Five hundred) only which is non-refundable & the DD should be drawn in favour of “DPC, SSA, Bargarh” payable at Bargarh as cost of the tender application form.
2. Place and Date of receiving the Tender:
 - a. (A) Tender shall be received at District Project Office (DPO), SS, Bargarh – 768028 through Speed Post/ Registered Post only in the office on or before Dt.10.12.2019 by 01.00 PM and the sealed envelope superscribing “**Tender for supply of stationary items & beddings for Seasonal Hostels of Bargarh district : 2019-20**” shall be sent to the District Project Office, SamagraShikshya, Bargarh, Near Collectorate, Bargarh, AT/Po/Dist- Bargarh, PIN- 768028, Odisha. This office will not be responsible for receipt of tender paper beyond the stipulated date & time due to any postal delay.
 - b. (B) For supply of Beds, the firm will submit the willingness in prescribed format as annexed at Annexure -F.
3. Date, Time and Venue for Opening of Tender :- The sealed documents shall be opened at Office of Collector-cum-Chairman, SS, Bargarh on Dt.10.12.2019 at 4.30 P.M. in presence of bidders or their authorized representatives and the members of district Purchase Committee. The authority reserves the right to cancel/reject all or any / part of the notice without assigning any reason thereof. In case of any unavoidable circumstances, if the tender could not be opened on the scheduled date then next date will be communicated to the bidders as per decision of the authority. Incomplete tender papers shall be liable for rejection.
4. Bidders should apply for tender in two parts, i.e. (i) Technical Bid and (ii) Financial Bid, which are to be submitted as per the format prescribed in Bid documents and in two separate sealed envelopes. The envelopes are to be superscribed as “**Tender for supply of stationary items & beddings for Seasonal Hostels of Bargarh district : 2019-20**”. The financial Bid shall be opened in respect of those Bidders who qualify in Technical Bid.
5. Specification: The specification for supply of stationary items for Seasonal Hostels at Annexure – C & the specification of bedding of Seasonal Hostels at Annexure – D. No deviations from the specifications/quality are allowed.
6. GST Registration Certificate: The intending Bidder should submit the photocopy of the GST Registration Certificate & Number, PAN Card with original bid documents.
7. Sample: As mentioned in Annexure – C, the bidder must produce sample during opening of tender. Without sample the quotations will not be evaluated.
8. Authorisation : The bidder should submit documents regarding proof of authorization for supply of the Bedding issued by Original Equipment Manufacturer (OEM) and the dealership/Distributorship certificate of the quoted brand/make issued by OEM for.
9. The intending bidder should submit an affidavit in non-judicial stamp paper that the bidder has not been black listed by any Govt. organization.
10. Price : Price quoted by the bidder should include all charges , such as GST, Transportation charges to Seasonal Hostel point. The rate quoted shall remain unchanged till the supply of items at the Seasonal Hostel points. Any increase in the rates during the time of supply is not permissible.
11. EMD : The intending bidder should submit the EMD of Rs.40,000/- (Rupees Forty Thousand only) in shape of Bank Draft drawn in favour of “DPC, SSA, Bargarh” payable at SBI, Bargarh (refundable) along with bid documents. No exemption certificate will be accepted. The EMD of all Bidders (both successful and unsuccessful) will be refunded within a period of 30 days after finalization of the tender process. Vender should write the organization name at the back side of the BD/DD. The EMD amount shall be refunded to the firm after getting clearance of supply from H.M. concerned of Seasonal Hostel/s, that the bidder supplied the aforesaid items in good condition, as per specification and quality.

12. Performance Security: The performance security amount will be 5% of total quoted cost only to be deposited by successful bidder at the time of signing the agreement, in shape of D.D. in favour of DPC, SSA, Bargarh drawn at SBI, Bargarh.
13. Agreement : The selected bidder will have to sign an agreement with the undersigned as soon after the selection and before issue of the work order in non-judicial stamp paper worth Rs.10/- (Rupees Ten)only to supply the stationary items and Bedding for Seasonal Hostels, 2019-20 at hostel point.
14. Date & Place of Delivery : The successful bidder shall supply the said items to hostel point within 15 days from the date of issueof work order, failing which the performance security deposit shall be forfeited.
15. Forfeiture of EMD: If the selected bidder fails to execute the agreement or deposit the required performance security within the prescribed date after being intimated, its EMD will be forfeited.
16. Payment : 100% of the bidding amount will be paid through A/c payee chaque only after submission of delivery challan, stock entry certificate & clearance of supply from H.M. concerned of Seasonal Hostel/s, that the bidder supplied the aforesaid items in good condition, as per specification and quality. No advance payment will be given to selected bidder.
17. Insolvent : The authority may at any time terminate the contract by giving written notices to the bidder if the bidder becomes bankrupt or otherwise insolvent. In this event termination will not prejudice or affect any rightof action or remedy which has accrued or will accrue thereafter.
18. The undersigned reserves the right to accept / reject any or all the tenders without assigning any reason thereof.
19. Jurisdiction: Any dispute arising in respect of the bid shall be instituted within the jurisdiction of Collector & DM, Bargarh, Odisha only.

Date:

**District Project Coordinator,
Samagra Shikshya, Bargarh.**

<<TECHNICAL BID>>
APPLICATION FORM FOR BIDDING
(details of the Applicant/Bidder)

1. Name of Registered bidder :-
2. Name of Authorised Person :-
3. Address :-

4. Contact No.:-
5. PAN No. (encl. Photocopy) :-
6. GST Registration Certificate & No. (encl. Photocopy) :-
7. Cost of Tender Paper details:-
DD.No. _____/date. _____/Bank _____/amount Rs.500/-
8. EMD amount in details :-
DD.No. _____/date. _____/Bank _____/amount
Rs.40,000.00
9. Cost of total Tender Work : Rs. _____ (
Rupees _____) only
10. Enclosed
 - i) Photocopy of PAN Card
 - ii) Photocopy of GST Registration Certificate & Number.
 - iii) Draft for cost of Tender paper.
 - iv) Draft for EMD
 - v) Photocopy of Company / Firm Registration Certificate.
 - vi) Photocopy of Dealership/ Distributorship certificate of the quoted brand.
 - vii) Affidavit on 'not blacklisted at any where'.

I hereby declare that the above statements are true and correct to the best of my knowledge and belief.

Place:
Date:

Seal & Full Signature of the Bidder.

Annexure – C

<<FINANCIAL BID>>

Rate(s) Quoted:

SPECIFICATION OF THE STATIONARY ITEMS TO BE SUPPLIED FOR SEASONAL HOSTELS 2019-20:

Sl No.	Items	Make & Model	Maximum cost per Item	Unit	Amount (Inclusive of GST, Transportation charges etc. per unit)	
					In Figures	In Word
1	School Bag	Standard size & quality	Rs.250/-	One		
2	Towel	Standard quality	Rs.50/-	One		
3	Water Bottle	Standard quality	Rs.30/-	One		
4	Pencil Box with Pencil (two), one Scale, Eraser and Sharpner set	Branded	Rs.50/-	One		
5	One Story Books & Work Book	Odia story book & Work book of good quality paper	Rs.19/-	One		
6	Drawing/Art Materials KIT	Drawing Book, 24 pages (1), wax colour (standard size) Pencil (2) & Eraser (1)	Rs.50/-	One		
7	Toys / Sports Materials KIT	List Enclosed (Annexure - E)	Rs.5000/-	One	The rate should be quoted for Toys/Sports materials KIT at Annexure - E	

Total Number of Items required:

- The rate to be given above is for one item and quality for stationary items are 1350 numbers of School Bag, 1350 numbers of Towel, 1350 numbers of water bottle, 1350 numbers of Pencil Box, 1350 numbers of Story Books/Work Books, 1350 numbers of Drawing/Art Materials, 26 numbers of Toys/Sports Materials KIT for Seasonal Hostels 2019-20.

>> Make and Model of the quoted Stationary Item should be mentioned clearly.

Place:

Date:

Seal & Full Signature of the Bidder.

SPECIFICATION OF THE BEDDINGS TO BE SUPPLIED FOR SEASONAL HOSTELS 2019-20:

The rate to be given below is for one bedding (Mattresses) and quantity of 1000 numbers

Standard Specification of bedding	Brand & Model of Mattresses	Material inside Mattresses (Specify) {Coir/Foam}	ISI Marked (Yes/No) submit relevant papers	Size of bedding	Rate including GST & levies (Unit Price)	Transportation Cost (Per Unit)	Remarks
Size of Bedding : 72" x 30" x 03" Quality of Bedding :- Bedding must be branded with ISI marked							

Place:

Date:

Seal & Full Signature of the Bidder.

<<FINANCIAL BID>>

List of Sports Items to be supplied for the Seasonal Hostels, 2019-20 (Total Cost of the materials should not be exceed RS.5000/-)

Sl No.	Name of the item	Quantity	Amount for each item inclusive of GST, transportation charges etc.) per unit	
			In Figures	In Words
1	Discus	01		
2	Skipping Rope	05		
3	Wooden Cricket	01		
4	Tennis Ball	06		
5	Volley Ball	01		
6	Volley Ball Net	01		
7	Foot Ball	01		
8	Agility Ladder	01		
9	Frisbee	02		
10	Carrrom	01		
11	Ludo	02		
12	Chess	01		
TOTAL				

Place:

Date:

Seal & Full Signature of the Bidder.

Willingness to Supply Bed in Seasonal Hostels for the Year 2019-20**Specification of Single Bed Cot**

Over all Size : 80" (Length) X 34" (Width) x 27 " (Height)

Bed Frame – 75 " (Length) X 33 " (Width)

19mm thick plywood board – 72" (Length) X 30" (Width)

Terms & Conditions for supply of the bed as below:

1. The single bed cot shall be delivered at Hostel point under the custody of the Headmaster. The block wise Hostel list will be provided with the purchase order. The rate of the transportation charges to be mentioned in the offer letter separately.
2. The Item shall be supplied within a period of 30 days from the date of placement of order in full & good condition. In no case part supply will be accepted.
3. The single bed cot to be supplied shall be olive green colour spray painted & strictly confirm to the approved specification/drawing & design EP & M and have the 100% pre-delivery inspection (PDI) test certificate of the Director, EP & M ,Odisha, Bhubaneswar.
4. The undersigned will not be held responsible for any loss or damage of the item during transportation. Damaged item will not be accepted in any circumstances.
5. Cost of item will be paid within 30 days from the date of submission of the bill.
6. The billis to be furnished in duplicate along with the delivery Chalan duly signed by the concerned Headmaster/Headmistress of the Seasonal Hostel & countersigned by the concerned BEO.
7. If the firm fails to supply the item within the stipulated period, the order will be cancelled & the supplier will not be entertained for further incident in future.
8. The authority reserves the right to reject any or all the offers/willingness without assigning reason thereof.

Documents to be submitted with the offer/Willingness letter

- a) Copy of the recent GST clearance certificate.
- b) Copy of the valid EP & M registration certificate.
- c) Copy of PAN Card.
- d) Copy of validity of rate contract in respect of the item "Single Bed Cot".
- e) AN undertaking to the effect that on execution of purchase order if placed the firm shall not exceed its production capacity.

Sl No.	Name of the Firm	Name of the Item	Rate per bed including PDI Charges, GST & Transportation Charges.

Place:

Date:

Seal & Full Signature of the Bidder.