



OFFICE OF THE COLLECTOR, BHADRAK

(ST & SC Dev. Section)

[dwobhadrak@gmail.com](mailto:d wobhadrak@gmail.com) 06784-240335/241415

Notice No. 177 /SSD Date. 13.02.2024

TENDER CALL NOTICE

Sealed tender has been invited in the prescribed formats from the intending reputed Indian Manufacturers/ Suppliers / Agencies/ Companies/ their Authorized Dealers / GeM approved registered Firms having valid GST Registration for supply of **Amenities for common facilities (Kitchen utensils) & Personal entitlements** as specified in **Annexure – II** to be provided to the different residential School hostels functioning under ST & SC Dev. Department of Bhadrak District.

Information for the Tenderer

1	Availability of detail Tender Documents	The detailed terms & condition and list of items available in the District Website www.bhadrak.nic.in
2	Last date and time for submission of the tender documents	On or before 27.02.2024 at 05:00 PM by Speed Post /Regd. Post only addressed to District Welfare Officer, Collectorate Bhadrak, Room No.- 208,At/Po/Dist- Bhadrak, PIN- 756100
3	Security for performance:- Earnest Money Deposit (EMD)	Deposit EMD@1% of the estimated cost(Refundable but not exempted) only in shape of Bank Draft from any Nationalized/ Scheduled Bank in favor of District Welfare Officer, Bhadrak
4	Opening of Sealed envelope/tender documents and Venue	Opening of Technical Bid & physical verification of sample piece on Date 28.02.2024 Time 11:00 AM at Salandi Sabha Gruha, Collectorate, Bhadrak. Opening of financial Bid on date 28.02.2024 Time 04:00 PM at Salandi Sabha Gruha, Collectorate, Bhadrak

Term & Conditions

1. The sealed tender should be sent by **Regd. Post/Speed post** only addressed to the District Welfare Officer, Collectorate, Bhadrak, At/Po-District Bhadrak, PIN-756100 & super scribing "**Amenities for common facilities (Kitchen utensils) & Personal entitlements**"
2. Two Bid System: There are two parts of the tender documents i.e. Technical Bid (**Annexure – I**) and financial Bid (**Annexure – III**). The bidders are required to fill out all the two parts of the tender documents and place them in two separate sealed envelopes, which should be super scribing "Tender for supply of Amenities for common facilities (Kitchen utensils)–**Technical Bid**" and "Tender for supply of Amenities for common facilities (Kitchen utensils)–**Financial Bid**" respectively. Financial bids of technically qualified bidders will only be opened.
3. EMD:- Successful bidders should deposit EMD@1% of the estimated cost only in form of Bank draft in favor of "**District Welfare Officer, Bhadrak**" from any Nationalized/ Scheduled Bank.
4. The committee reserves the right to reject or cancel/alter/modify/add any terms and conditions at the later state without assigning any reason thereof.
5. The committee shall not be responsible for any postal delay or missing of tender papers. The incomplete tender paper without EMD after the scheduled date and time shall not be accepted and liable to be rejected.
6. The parties have to quote the rate for the items inclusive of GST, all other taxes, other incidental charges, packing and transporting cost to deliver **at concern residential SSD School point** of Bhadrak District.
7. The committee has also reserved the right to consider or select the item basing upon the quality of the product.
8. The intended party will submit the tender documents completely in all respect along with EMD and other required documents on or before **27.02.2024 up to 05:00 PM** addressing to District Welfare Officer, Bhadrak. District Welfare Officer, Bhadrak will not be responsible for any postal delay.
9. The authority has every right to extend the dateline for submission of tender.
10. The tender received by the authority after the scheduled time and dateline will not be accepted. Thus, the same is deemed to be rejected.
11. Incomplete tender received without EMD will not be considered as per the terms & conditions laid down OPWD code.
12. The tenders will be opened on the scheduled date & time at Collectorate, Bhadrak in presence of tenderer or their authorized representative if they desire so.
13. No. of quantity required may vary as and when required by the District Welfare Officer, Bhadrak.
14. If L-1 bidder does not turn up to provide after finalization of the tender, then he/she shall be debarred from participation in bidding, in that case L-2 bidder will provide the items if fulfills the required criteria with subject to the condition that as per the rate quoted by L-1 bidder otherwise the tender will be cancelled.
15. The words & figures shall prevail the tender shall be written legibly & free from erasures, overwriting or correction figures where unavoidable should made by scoring out, initially dating & rewriting.

16. Specification:- the item must be of the description and specification (both physical and technical) as given in the bid document.
17. Rate:- the cost of the item to be mentioned by the Tenderer shall be inclusive of all taxes as applicable including packing & forwarding charges loading, uploading charges transportation charges & installation charges if any.
18. Tender paper and submitted documents should be signed in each paper by the tenderer.
19. Delivery of goods:- supplier/dealer has to supply the items within 10 days from the date of placement of order.
20. Inspection & verification:- payment will be made only after detail inspection of quantity and quality of items.
21. The supplier will have to bring one **sample piece each items as specified in the tender** at their own cost in order to **ascertain the quality of material** as per specification on the opening date of tender for finalizing the tender in presence of tender opening committee.
22. If the above stated opening or closing date (s) happens to be Govt. Holiday(s) / *Bandh*, the submission /opening of the tender will be on the next working day as per the time scheduled.
23. While scrutinizing the bids during opening of bid documents priority will be given to local/adjacent district jurisdiction suppliers in order to avoid any future dislocations during supply of materials.
24. Priority shall be accorded to the suppliers with past experience of supplying the said item to different public offices.
25. 5% Security Deposit (SD) amount of total value of warranty covered individual items may be deducted from your bill at the time of payment. Same will be refunded after complete of Warranty and Maintenance period.
26. Jurisdiction: If any dispute(s) arise(s) in respect of bids shall be settled mutually between bidder and the procurement committee within the jurisdiction of Bhadrak District only.
27. Amount should be round off as per Govt. provision.

By order of Collector

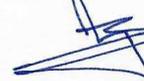
 13/2/2024

District Welfare Officer
Bhadrak

Memo No. 178 /SSD

Date. 13.02.2024

Copy to DIO, NIC, Bhadrak for information with a request to web-host / upload the Tender documents for wide publicity.

 13/02/2024

District Welfare Officer,
Bhadrak

Memo No. 179 /SSD

Date. 13.02.2024

Copy to the Notice Board of Collectorate/ Project Director, DRDA, Bhadrak/ Sub-Collector, Bhadrak/ All BDOs, Bhadrak District/ All Tahasildars, Bhadrak District/ All the Eos of the ULBs/all CDPOs for information with a request to affix the above tender call Notice in the their Office Notice Board for wide publication.

 13/2/24

District Welfare Officer,
Bhadrak

TECHNICAL BID

**Eligibility criteria/ Evaluation Form/ Tender Documents on supply of Amenities
for common facilities (Kitchen utensils) & Personal entitlements**

Annexure -I

(To be filled up by the Bidders)

1	Name of the firms/ Dealers/ Suppliers/agency	
2	Address with Mobile number	
3	Copy of valid GST registration certificate.	Attached at page no.-
4	Self attested Photo copy of PAN card	Attached at page no.-
5	Copy of Income tax returns for the year of 2022-23	Attached at page no.-
6	Copy of GST clearance for December 2023	Attached at page no.-
7	Particular of EMD	Demand Draft No & Date Amount
8	Self declaration that the firm has not been blacklisted by any Govt. Organization(submit in non-judicial stamp paper)	Attached at page no.-

I do hereby certify that the above mentioned particulars are true and correct.

Note: All The documents must be self attested by the Party.

Sealed and Signature of the Tenderer

Annexure - II
SPECIFICATION

Amenities for Common Facilities(Kitchen utensils) & Personal Entitlements

Sl. No.	Name of the items	Specification	Quantity required
1	2	3	4
1	Kadei(Aluminium)	10 Kg.(front radius 30")	19
2	Chhanata(Stainless steel/GI)	length- 2.5 ft., base radius 10"	21
3	Ganj(Aluminium)	Small size 8 Kg(front radius 21", depth 10.5")	26
4	Khusuni(Stainless steel)	1.5 Kg, length 3' ft.	21
5	Kitchen Trolley with 4 wheel	Stainless steel body(200-250 kg load capacity)	18
6	Bedsheet(Cotton)	Weight per piece-600gm, Size 46"X90", yarn count-2/17 X 2/10, Pattern:- Multicolor	910
7	Dari (Cotton Pala)	Weight-3kg, 12 ft. X 16 ft. 12mm, multicolour	62
8	Book Self	Type-Iron chest and ajustable screw, 20 gauge CR Sheet, Three compartment H 20" X W 24", L 15" closed door, wall mounted	50
9	Rack for tray & glass	Type-Stenless steel, Five big compartment where small compartments to keep each tray . 5ft. X 4 ft.	18
10	Rack for Shoes stand(Metal)	Type-Iron chest and ajustable screw, MDF Board, Five compartment, H-5ft. X L-4 ft , W-10".	18
11	Dustbin(separate compartment for wet & dry wastes)	Type Plastic, Capacity-33 ltr, Size: 32 cm x 30 cm x 40 cm	30

Self-declaration of not being ineligible

I Sri/Smt. _____ aged about _____ years
S/o/D/o/W/o _____ Proprietor/Partner/
Director of _____ M/s _____ At- _____ Po-
_____, PS _____, and District _____

do hereby solemnly declare as follows:

- 1) That pursuant to the tender call notice _____ dt. _____ of the Office of the Collector, Bhadrak at the District level, I/my firm/company am/is an intended bidder to participate in the said tender process.
- 2) That as per terms & conditions of the tender documents, I am to declare that, I/my firm/company have not been blacklisted by any Central/State Govt. Organisation or by any Public Sector undertakings of the State/Central Govt.
- 3) That neither any criminal case nor any vigilance case is pending against me/my firm/company before any forum.
- 4) That the facts stated above are true to the best of my knowledge and belief.

Signature of Authorized Signatory with Seal

Place:

Date:

Full Name:

Designation:

Address:

Phone No.

Annexure - III
FINANCIAL BID

Amenities for Common Facilities(Kitchen utensils) & Personal Entitlements

Format for Price quote(to be filled up by the tenderer)			
Sl. No.	Name of the items	Unit Price in Rs.(Inclusive of GST & All Taxes)	Total Price in Rs.(Inclusive of GST & All Taxes, Transportation cost and other incidental charges)
1	2	3	4
1	Kadei(Aluminium)		
2	Chhanata(Stainless stee/GI)		
3	Ganj(Aluminium)		
4	Khusuni(Stainless steel)		
5	Kitchen Trolley with 4 wheel		
6	Bedsheet(Cotton)		
7	Dari (Cotton Pala)		
8	Book Self		
9	Rack for tray & glass		
10	Rack for Shoes stand(Metal)		
11	Dustbin(separate compartment for wet & dry wastes)		
Grand Total:-			

I hereby certify that I have read & fully understood the terms & conditions detailed in tender notice along with all the clauses mentioned above and agree to abide by the same.

Place:-

Date:

Sealed and Signature of the Tenderer