



# **Bidding Document**

**FOR**

**Procurement of Items for FLN compliant class room**

Notice Inviting Tender No. 1135 / CIVIL/25 Dated 23/4/25

**OFFICE OF THE DISTRICT PROJECT CO-ORDINATOR  
SAMAGRA SHIKSHYA, BHADRAK**





DISTRICT PROJECT OFFICE,  
SAMAGRA SHIKSHYA, BHADRAK

No. 1135 /Civil /2025

Dated 23 / 04 /2025

NOTICE INVITING TENDER (NIT)

Sealed tenders are invited from the reputed & potential Original Equipment Manufacturer (OEM)/ Distributers / Authorized Firms of Odisha for Supply of items for FLN compliant class rooms in 665 numbers of schools of Bhadrak 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 Items for FLN Compliant Class Room of Bhadrak District	Rs. 5,000/-	Rs 12,00,000/-	22.05.2025 1.00 P.M	23.05.2025 11.00 A.M

The detailed BID document is available in the website [www.osepa.gov.in](http://www.osepa.gov.in) & [www.bhadrak.odisha.gov.in](http://www.bhadrak.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 web site. 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.

  
Additional District Magistrate  
Bhadrak District



  
Dist. Project Coordinator  
Samagra Shiksha Bhadrak

CONTENTS OF BID DOCUMENT

Sl No.	Description of contents	Page Number
1.	Important information to the Bidders	04-04
2.	Bid Document: Scope of work and general instructions for Bidders.	05-12
3.	Application-Technical Bid	13-18
4.	Application-Financial Bid	19-20
5	Format A & B	21-22



  
**Dist.Project Co-ordinator**  
**Samagra Shiksha**

**IMPORTANT INFORMATION TO THE BIDDER.**

S. No.	Particular	Details
1.	Tender Inviting Authority (TIA)	O/o the District Project Coordinator, Samagra Shikshya, Bhadrak
2.	Availability of the Bid document	<a href="http://www.osepa.odisha.gov.in">www.osepa.odisha.gov.in</a> & <a href="http://www.bhadrak.odisha.gov.in">www.bhadrak.odisha.gov.in</a>
3.	Date of Issue of the Bid	<del>23.04.2025</del> 23.04.2025
4.	Last date and time of receipt of the Bid only through speed post / registered post.	22.05.2025 1.00 P.M
5.	Date & time for opening of Technical BID.	23.05.2025 11.00 A.M
6.	Date of opening of Financial BID	Will be declared on the date of opening of the technical bid after assessing nos. of participating bidders.
7.	Bid Processing Fee (Non-Refundable)	Rs. 5000/- (Rupees Five Thousand Only) in shape of Demand Draft drawn in any nationalized/scheduled bank favoring District Project Coordinator, Samagra Shikshya, Bhadrak, payable at Bhadrak which will be annexed with the Technical Bid.
8.	Earnest Money Deposit (EMD) *(Refundable without interest)	EMD is Rs.12, 00, 000/- (Rupees Twelve Lakh) Only. The EMD should be in shape of Bank Guarantee / / Demand Draft of nationalized/scheduled bank only favouring District Project Coordinator, Samagra Shikshya, Bhadrak, payable at Bhadrak which will be annexed with the Technical Bid.
9.	Address & mode of submission of proposal	O/o The District Project Co-ordinator, Samagra Shikshya, Bhadrak, At- Upper Bagurai, Post- Madhab Nagar-756181 Mode of Submission: Speed Post / Registered Post only to the address as specified above during the office hour only). Submission of proposal through other mode and late bid will be rejected.
10.	Place of Opening of Proposal:	O/o the District Project Co-ordinator, Samagra Shikshya, Bhadrak.
11.	Point of Delivery & Completion of supply & installation	At the concerned School point within 30 (thirty) days from the date of issue of work order.
12.	Submission of Performance security & Signing of agreement.	within 07 days of award of contract



  
**Dist. Project Co-ordinator**  
**Samagra Shikshya, Bhadrak**

**BID DOCUMENT**  
**For Supply of Items of FLN complinat class room**  
**In the schools of Bhadrak District**

The District Project Co-ordinator, Samagra Shiksha, Bhadrak invites bids from the reputed & potential Original Equipment Manufacturer (OEM) / Distributers / Authorized Firms of Odisha for supply of 665 numbers of "Items of FLN compliant class room. The detailed terms & conditions of the above bid are as under;

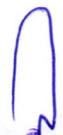
**SCOPE OF WORK AND CONDITIONS FOR BIDDERS**

**1. Eligibility Criteria :**

The Manufacturer / Firm must have agreed on the following points and to enclose self-attested photocopies of the following valid documents /papers in the Technical Bid envelope. The proposal submitted without the following documents/papers shall not be considered:

- (a) Valid Aadhar Udyog Registration or UDYAM for OEMs / in case the bidder is other than a manufacturer, then the authorization from the OEM on their letter head Authorizing the supplier to quote and provide service related to supply, installation and after sales maintenance support for the committed warranty period. The bidder should have a valid trade license registered under Indian Companies Act or registered under Partnership Act or NSIC Certificate.
- (b) The bidder must submit proof of having service centre in the State of Odisha.
- (c) Valid PAN
- (d) Valid GST Registration Certificate.
- (e) Bidder shall have to provide Undertaking on Rs.100/- legal stamp paper that the bidder is not blacklisted with any state Govt. or Central Govt. Department / PSU / Banks / Financial Institutions on account of corrupt or fraudulent practice from till date.
- (f) Bidder should not be under liquidation, court receivership or similar proceedings should not be bankrupt. Bidder to upload undertaking Rs.100/- stamp paper to this effect with bid.
- (g) The bidder applying for FLN items minimum turnover of Rs 3.00 crore during the last three financial year's i.e 2021-22, 2022-23 & 2023-24. The bidder should submit Audited Profit and Loss Account along with CA Certificate and CA Registration Number and Seal.
- (h) Income Tax Filing for last 03 financial years i.e., 2021-22, 2022-23 & 2023-24.
- (i) Updated GST Return file for the period up to June 2024 for Quarterly Tax Payers and up to Sept 2024 for monthly Tax Payers.
- (j) The Manufacturer / Firm must have experience in sales & service of the items of FLN compliant class room and submit the work order and completion certificate of supply.
- (k) Sample of the FLN items as per the specification mentioned in the product catalogue and should also in conformity with the specification mentioned in the tender paper and there should be a Demo for use of equipment.
- (l) The bidder should submit the product catalogue along with the technical bid.



  
**Dist. Project Co-ordinator**  
**Samagra Shiksha Bhadrak**

2. Application Procedure:

- (a) The Bid has been invited under two bid system i.e. Technical Bid and Financial Bid. The interested bidders are advised to submit two separate sealed envelopes super scribed "Technical Bid for Supply of FLN items & Financial Bid for Supply of FLN items". Both sealed envelopes should be kept in another sealed envelope super scribed "Tender for Supply of FLN items".
- (b) Technical Bid & Financial Bid.  
The Bidder has to fill up the Technical bid Form (Tech-1, Tech-2, Tech-3, Tech-04 & Tech-5) & submit it with a separate envelope with all self-attested documents / papers. Similarly, the Financial Bid form has to be filled up as per prescribed form (Fin-1 & Fin-2) and to be submitted in separate sealed envelope. The bidder is to quote per each item of FLN compliant class room rate in the prescribed format (FIN-2). The rate shall include cost of the items of FLN compliant class room with transportation to the school level of Bhadrak District all types of Taxes, cess if any.
- (c) The tender should be addressed to "O/o the District Project Co-ordinator, Samagra Shikshya, Bhadrak , At- Upper Bagurai, Post- Madhab Nagar, Pin- 756181
- (d) The Bid document shall be available in website [www.osepa.gov.in](http://www.osepa.gov.in) & [www.bhadrak.odisha.gov.in](http://www.bhadrak.odisha.gov.in) and the cost of the tender paper is to be enclosed in shape of crossed Demand Draft in favour of "District Project Coordinator, Samagra Shikshya, Bhadrak" payable at Bhadrak along with the Technical BID.
- (e) Earnest Money Deposit (EMD): is Rs.12, 00,000/- (Rupees Twelve Lakh Only) for all the items of FLN complinat class room .The EMD (Refundable – without interest) should be submitted in shape of Bank Guarantee /Demand Draft of nationalized /scheduled bank only favouring District Project Coordinator, Samagra Shikshya, Bhadrak, payable at Bhadrak which will be annexed with the Technical Bid (Format A), failing which the tender shall be rejected summarily. The bank guarantee should be valid up to at least 90 days beyond the date of opening of financial bid. The EMD of the unsuccessful bidders shall be refunded within 30 days after award of contract. The EMD shall be forfeited in the event of withdrawal of the tender once submitted OR in case of a successful bidder who (i) fails to execute the agreement within specified period & (ii) not submitted performance security and/or express its inability to supply the all the items of FLN compliant class room within the stipulated period. The EMD of successful bidder shall be refunded after receipt of Performance security.



  
Dist.Project Co-ordinator  
Samagra Shikshya, Bhadrak

3. The Bidder who meets the requirements specified in the Technical Bid will only be considered for participating in the Financial Bid. Financial Bid of the technically disqualified bidders will not be considered & opened.
4. Submission & opening of Tender:

The interested Bidders may submit the tender document complete in all respects along with EMD, bid processing fee and other requisite documents on or before 22.05.2024 (in all working days) addressed to District Project Coordinator, Samagra Shikshya, Bhadrak, Odisha, Pin – 756181 only by Registered Post / Speed Post. The Authority is not responsible for any postal delay. No other mode of submission of bid shall be entertained.

- (a) Late Bidders: Any bid received by the authority after the prescribed time and dateline for submission of bids will not be considered and opened. Thus the same is deemed to be rejected.
- (b) The Technical bids shall be opened on the scheduled date and time at District Project Office, Samagra Shikshya, Bhadrak in the presence of the bidders or their authorized representatives.
- (c) The Financial Bid of only those bidders will be opened whose Technical bids are found in order. The date, time & place of opening of Financial BID will be communicated after evaluation of Technical BID.

.ITEM WISE TECHNICAL SPECIFICATION DETAILS		
SI No.	Item	Specification
1	Desk	Group: Circular shape, 4' diameter, 10" height
		Single: 20"×16"×10" (L×W×H)
		Materials: BWR Plywood with sun mica pasted (Red, Yellow, Blue, Green)
		Inner side white enamel paint & Cross leg design with teak wood/PVC beading edge and long side post forming border.
2	Almirah/Rack/Shelves	Size: 3'×16"×5'(L× W× H, multi colour mica pasting for storage of FLN materials.
3	Chalk Board	Green board, Mica pasted on ply wood
		Size: (6'× 4')
4	Soft Board	Pin up board for display (3'×4')
5	Rack size (Bag)	Size: 5'6"×16"×2'6" (L× W× H) finished with multicolour mica pasting.
6	Wooden Baton with Hooks	Both side wall, 1 ½" at two level 3' and 5' for hanging materials. Stainless steel hooks to be fixed.
7	Dari	As per Room Size
8	Shoe Rack	4'×8"×2'6" (L× W× H), BWR plywood (12mm) with 1mm multicolour mica pasting
9	Branding of STARS & NIPUN ODISHA	Sun Board 12"×30" for STARS & 24" Dia for NIPUN Odisha.



7

**Dist. Project Co-ordinator**  
**Samagra Shiksha Bhadrak**

5. The Bidder must replace the defective items and provide new items at school point after receiving written complaint from the concerned H.M/ Technical Consultant within 7 days of the receipt of the material.

**Eligibility Criteria:**

The Bidders/Applicants should fulfil the following eligibility criteria:

SN	Criteria	Max. Marks	Supporting Documents Required
1	Total Turnover of the agency/ firm: (Average Annual Turnover *of last three financial years i.e. (FY 2021-22, 2022-23 and 2023-24)	20	CA Certificate/ Annual Audited Statements of Accounts.
	▪ Average Annual Turnover of INR 3.00 Crore – 05 marks		
	▪ Additional 2 marks for each additional INR 1.0 crore up to a maximum of 20 marks.		
2	▪ Experience of the Firm in the similar field:	15	Work orders, Completion Certificate, Contracts, any other documentation that provides all the evidence as required in the Criterion.
	▪ 0 Years to 5 Years – 10 Marks		
	▪ 6 Years to 10 Years – 15 Marks (Max)		
3	▪ Experience of the Firm for executing FLN scheme in any District of Odisha. ▪ If Yes- 2 marks per each District ( Maximum Marks can be scored -10 marks)	10	Work orders Completion Certificate, Contracts, any other documentation that provides all the evidence as required in the Criterion
4	▪ Technical Approach and Methodology for preparing the Items for FLN compliant class room	15	A short PPT/ catalogue on preparation of FLN items
	▪ Organization & Staffing ( Total Staff Strength)	5	Name of the staff with details (skilled, semiskilled etc)
	▪ Transport Planner	5	Details Action plan to be submitted by the bidder
6	▪ Sample as per specification	20	Bidder has to show /display one set of FLN items with all details of materials used for preparing FLN items. Further the Bidder has to provide the sample of BWR Plywood and sun mica.
7	▪ Availability of Manufacturing / workshop Unit ▪ within the District-10 marks ▪ within the State- 05 marks ▪ within the Country- 03 marks	10	Details about the address of the Manufacturing / workshop Unit
TOTAL MARKS		100	
Passing Marks required to be eligible for Financial Bid Opening: 60Marks			



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**Samagra Shiksha Bhadrak**

6. Evaluation Process:

Combined Quality and Cost Based Selection (CQCBS) method will be followed during the overall selection process. Based on the evaluation of technical proposal, the technically qualified bidders shall be ranked highest to lowest Technical Score (ST) in accordance to the marks obtained during the technical evaluation stage. There shall be 70 % weightage to technical score and 30 % weight age to financial score.

FINAL EVALUATION-

The individual bidder's financial score (SF) will be evaluated as per the formula given below:

$SF = [F\text{-min} / F\text{-bid}] \times 100$  (rounded off to two decimal places) where,

SF= Normalized financial score of the bidder under consideration

F-min= Minimum financial quote among the technically qualified bidders

F-bid= Financial quote of the bidder under consideration

Combined Score (S) =  $ST \times 0.7 + SF \times 0.3$

Where ST = Technical score secured by the bidder

The bidder securing the highest evaluated Combined Score (S) will be awarded the Contract observing due procedure. For the purpose of evaluation, the total evaluated cost shall be inclusive of all taxes & duties for which the Client will make payment to the bidder including overhead expenses, such as travel, accommodation, logistics & other secretarial expenses.

The Bidder who meets the requirements specified in the Technical Bid will only be considered for participating in the Financial Bid. Financial Bid of the technically disqualified bidders will not be opened.

7. Acceptance or Rejection of the Bids:

(a) The TIA reserves the right to accept / reject any / all bids / cancel the entire selection process at any stage without assigning any reason thereof. No claim, whatsoever, shall be admissible for the alleged loss/damage suffered by the bidder/s on account of such rejections.

(b) Any bid with incomplete information is liable for rejection.

8. Award of Contract :

The contract will be awarded to the Bidder/s substantially responsive to the Bid document & offered lowest evaluated cost.



  
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Samagra Shiksha Bhadrak

9. Signing of Contract :

- (a) The successful bidder/s whose bid has been accepted will sign an agreement with the TIA within 07 days of issue of the work order.
- (b) Failure by the tenderer to comply with the requirement of above mentioned clause, the offer shall be rejected and the tenderer shall have no claim further.

10. Performance Security Deposit:

The selected bidder shall have to submit Performance Security Deposit 5% of contract value in shape of Bank Guarantee/ Demand Draft in favour of the "District Project Coordinator, Samagra Shikshya, Bhadrak payable at Bhadrak only within 07days of award of the contract.

11. Requirement & Delivery Schedule :

The selected firm shall supply the all the items of compliant class room machine to the school point within 30 days of issue of work order. The above requirement may increase or decrease as per need. Any type of complain raised about installation and functioning of the both machine should be resolved/ solved within the period of ten days from receiving of the complain.

12. Payment terms:

- (i) On Final Acceptance :  
After delivery of equipments (items of FLN complinat class room) at school level, the successful bidder should submit the delivery challans report duly signed by the concerned HM/ Technical Consultant and two copies of GSTIN invoice as well as bank details for payment purpose.
- (ii) No advance payment shall be made, or no payment shall be entertained on negotiation through Bank.
- (iii) Deduction of tax at source shall be made at the appropriate rate under IT Act, GST Act etc.

13. Penalty :

If the work is delayed for any reason for which the TIA is not responsible, penalty @ 0.5 % per week or part thereof on the total cost maximum up to 10% of the contract value will be imposed on the firm under orders of appropriate Authority. The TIA reserves the right to forfeit the Performance Security & debar the bidder from participating in any other bid of his/her office. In such cases the TIA may write Govt. for blacklisting the firm.

14. Amendments to BID terms ,conditions and issue of Corrigendum/addendum:

- (a) Seven (07) days before the last date of submission of Bids, the TIA may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder/s, modify the Bidding Documents by amendment /corrigendum.
- (b) The amendment in shape of corrigendum/addendum will be notified on the websites [www.osepa.gov.in](http://www.osepa.gov.in) & [www.bhadrak.odisha.gov.in](http://www.bhadrak.odisha.gov.in) and the



**Dist.Project Co-ordinator  
Samagra Shiksha Bhadrak**

prospective bidder/s are requested to take cognizance of such notification/s while submitting their tender proposal.

- (c) In order to allow prospective Bidder/s reasonable time in which to take the amendment into account in preparing their bid, the TIA may, at its discretion, extend the deadline for the submission of bids.
15. Only one tender should be submitted by one party. Submission of more than one tender will lead to rejection of all proposal of the bidder.
  16. The bidder/s may use separate piece of paper, where the space provided in the formats in this tender document for submission of information, is not sufficient. The information in the separate sheet of paper shall be in prescribed format and its page should be serially numbered and duly authenticated.
  17. All the information uploaded & submitted or supplied in the formats of this tender document shall be presumed to be true to the best of the knowledge of the bidder/s.
  18. No document as required and mentioned in the Bid shall be submitted in the Technical bid / Financial bid documents unless otherwise specifically mentioned therein. All required documents shall be uploaded with serial number and page mark.
  19. The TIA reserves the right to modify any term in the bid document at the time of execution of contract, if felt necessary.
  20. The bid validity period is 90 days from the date of opening of the financial bid. Accordingly the bidder shall submit the Bid.
  21. The TIA reserves the right to reject any or all the bids without assigning any reason thereof. The TIA also reserves the right to modify any term in the bid document at the time of execution of contract, if felt necessary.
  22. Resolution of Disputes:
    - (a) Any dispute between the Tender Inviting Authority and the successful bidder/s should be addressed to the other party only in writing in their respective letter heads signed only by the designated signatories as in contract agreement. Both the parties shall make every effort to resolve the same amicably by mutual consultations.
    - (b) If both the parties fail to resolve their dispute or difference by such mutual consultation within twenty-one days of its occurrence, the same will be referred to by either party for conciliation to the conciliation panel. For that purpose, both the parties, shall nominate each one member, and both the nominated members shall form the Conciliation panel. In case the panel members report failure of conciliation, the matter shall be referred to arbitration, by the Arbitrator, to be nominated by the Collector cum Chairman Samagra Shikshya, Bhadrak. The Collector cum Chairman Samagra Shikshya, Bhadrak shall nominate an Arbitrator, whenever

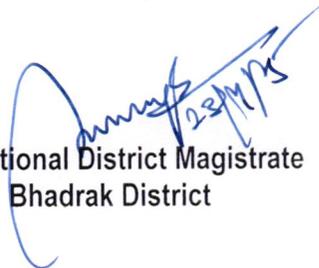


required or when a request is made by the successful bidder/s, after the failure of conciliation, to nominate an Arbitrator. The arbitration proceeding shall be as per the provisions of the Arbitration and Conciliation Act 1996 of India.

23. Applicable Law and Jurisdiction of Courts:

- (a) The Contract shall be governed by and interpreted in accordance with the existing law of India in force.
- (b) All disputes relating to the contract is subject to the pecuniary jurisdiction of the Court at Bhadrak.

  
District Project Coordinator  
Samagra Shikshya, Bhadrak

  
Additional District Magistrate  
Bhadrak District



  
Dist. Project Co-ordinator  
Samagra Shikshya Bhadrak

COVERING LETTER

(ON BIDDER/S'S LETTER HEAD)

[Location, Date]

To:

The District Project Co-ordinator  
Samagra Shikshya, Bhadrak, Odisha, Pin - 756001

Subject : Supply of Items of FLN compliant class room to schools of Bhadrak District.

Madam/Sir,

I/We, the undersigned, request you to participate in the selection process towards Supply of Items of FLN compliant class room to schools of Bhadrak District in accordance with your Tender Call Notice No \_\_\_\_\_ 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



  
Dist.Project Co-ordinator  
Samagra Shiksha Bhadrak

Sl No.	Description	Particulars/ Full Details	Whether Submitted (Yes/ No)	Page No
1	Name of the Bidder/s			
2	Address for Communication Tel : Fax:			
3	Name of the authorized person signing & submitting the bid on behalf of the Bidder/s: Mobile No. : Email id :			
4	Valid Aadhar Udyog Registration No. (UDYAM) or Valid Trade License or Registration No. under Indian Companies Act or Indian Partnership Act or NSIC Registration			
5	Proof of Manufacturing Unit in Odisha If Yes, Please furnish contact details			
6	Bid processing fee Details Amount :			
7	EMD details Amount :			
8	PAN			
9.	GSTIN			
10	Audited Turnover, P&L A/c and along with CA Certificate and CA Registration Number & Seal for last			
12	IT return for last three financial years 2020-21, 2021-22 & 2022-23			
13	Updated GST Return file for the period upto June 2023 for Quarterly Tax Payers and up to Sept 2023 for monthly Tax Payers			
14	Experience Certificate in sales & service of items of FLN compliant class room and submit the work order and completion certificate of supply/ installation.			
15	Confirm to carry out assignments as per the scope of work of the Bid Document			



  
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 Samagra Shiksha Bhadrak

16	Confirm to accept all the terms and conditions as specified in the Bid Document			
17	Undertaking regarding Non-Blacklisted of the firm			
18	Undertaking regarding Not Bankrupt			
19	Sample as per the Specification			



Dist. Project Co-ordinator  
Samagra Shiksha Bhadrak



S N	Criteria	Max. Marks	Supporting Documents Required	Submitted (Yes/ No)	Page No
1	Total Turnover of the agency/ firm:		CA Certificate/ Annual Audited Statements of Accounts.		
	(Average Annual Turnover *of last three financial years i.e. (FY 2021-22, 2022-23 and 2023-24)				
	▪ Average Annual Turnover of INR 3.00 Crore – 05 marks				
	▪ Additional 2 marks for each additional INR 1.0 crore up to a maximum of 20 marks.				
2	▪ Experience of the Firm in the similar field:		Work orders, Completion Certificate, Contracts, any other documentation that provides all the evidence as required in the Criterion.		
	▪ 0 Years to 5 Years – 10 Marks				
	▪ 6 Years to 10 Years – 15 Marks (Max)				
3	▪ Experience of the Firm for executing FLN scheme in any District of Odisha.		Work orders Completion Certificate, Contracts, any other documentation that provides all the evidence as required in the Criterion		
	▪ Yes- 2 marks per District ( Maximum Marks can be scored -10 marks)				
4	▪ Technical Approach and Methodology for preparing the Items for FLN compliant class room		A short PPT/ catalogue on preparation of FLN items		
	▪ Organization & Staffing ( Total Staff Strength)		Name of the staff with details (skilled, semiskilled etc)		
	▪ Transport Planner		Details Action plan to be submitted by the bidder		
6	▪ Sample as per specification		Bidder has to show /display one set of FLN items with all details of materials used for preparing FLN items. Further the Bidder has to provide the sample of BWR Plywood and sun mica.		
7	▪ Availability of Manufacturing / workshop Unit ▪ within the District-10 marks ▪ within the State- 05 marks ▪ within the Country-03 marks		Details about the address of the Manufacturing / workshop Unit		

Place:

BIDDER/S'S OFFICIAL SIGNATORY

Date:

Name &amp; Designation with Rubber Stamp



  
**Dist. Project Co-ordinator**  
**Samagra Shiksha, Bhadrak**

(In Bidder's letter Head)

[Location, Date]

To:

The District Project Co-ordinator  
Samagra Shiksha, Bhadrak

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



  
Dist. Project Co-ordinator  
Samagra Shiksha Bhadrak

(In Bidder's letter Head)

[Location, Date]

To:

The District Project Co-ordinator  
Samagra Shikshya, Bhadrak

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 under liquidation, court receivership or similar proceedings and not declared bankrupt under the Insolvency Acts and other similar acts.
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



  
Dist. Project Co-ordinator  
Samagra Shikshya Bhadrak

COVERING LETTER(In Bidder's Letter Head)

[Location, Date]

To

The District Project Co-ordinator,  
Samagra Shikshya, Bhadrak

Subject: Supply of Items of FLN compliant class room to schools of Bhadrak District. –  
FINANCIAL PROPOSAL

Madam/Sir

I, the undersigned, offer to Supply of Items of FLN compliant class room to schools of Bhadrak District in accordance with your Tender Call Notice No. \_\_\_\_\_, Dated: \_\_\_\_\_. Our attached Financial Proposal is for the sum of Rs. \_\_\_\_\_ [Insert amount(s) in words and figures\*].

The quoted rate is inclusive of cost of the items of FLN compliant class room & , transportation cost up to school point and all other charges/levies/duties. 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:

- Amount must match with the one indicated in FIN-2.



*(Handwritten signature)*  
Dist. Project Co-ordinator  
Samagra Shikshya Bhadrak

## (In Bidder's Letter Head)

SI No	Description of Material	Specification	Cost per unit (in Rs.)
1	Desk	Group: Circular shape, 4' diameter, 10" height	
		Single: 20"×16"×10" (L×W×H)	
		Materials: BWR Plywood with sun mica pasted (Red, Yellow, Blue, Green)	
		Inner side white enamel paint & Cross leg design with teak wood/PVC beading edge and long side post forming border	
2	Almirah /Rack/Shelves	Size: 3'×16"×5', multi colour mica pasting for storage of FLN materials.	
3	Chalk Board	Green board, Mica pasted on ply wood	
		Size: (6'× 4')	
4	Soft Board	Pin up board for display (3'×4')	
5	Rack size (Bag)	Size: 5'6"×16"×2'6" (L× W× H) finished with multicolour mica pasting.	
6	Wooden Baton with Hooks	Both side wall, 1 ½" at two level 3' and 5' for hanging materials. Stainless steel hooks to be fixed.	
7	Dari	As per Room Size	
8	Shoe Rack	4'×8"×2'6" (L× W× H), BWR plywood (12mm) with 1mm multicolour mica pasting	
9	Branding of STARS & NIPUN ODISHA	Sun Board 12"×30" for STARS & 24" Dia for NIPUN Odisha.	

The quoted rate is inclusive of cost of each items & transportation cost up to school point and all other taxes /charges/levies/duties like GST etc.

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

Place:

BIDDER'S OFFICIAL SIGNATORY

Date:

Name & Designation with Rubber Stamp/

Official Seal of the Firm.



*Dist. Project Co-ordinator*  
*Samagra Shiksha Bhadrak*

Bank Guarantee Format for Furnishing EMD

To,

The District project Co ordinator,  
Samagra Shiksha, Bhadrak

WHEREAS \_\_\_\_\_ (Name and address of the tenderer) (hereinafter called "the Tenderer") has submitted their offer dated \_\_\_\_\_ for Supply of Incinerator and / Vending Machines to schools of Bhadrak District 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 Co-ordinator, Samagra Shiksha \_\_\_\_\_ (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.....2023

## 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 it's 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.



*Dist. Project Co-ordinator  
Samagra Shiksha Bhadrak*

PERFORMANCE BANK GUARANTEE FORMAT

To,  
The District project Co ordinator,  
Samagra Shiksha, Bhadrak

WHEREAS \_\_\_\_\_ (Name and address of the supplier) (hereinafter called "the supplier") has undertaken, in pursuance of contract No \_\_\_ dated \_\_\_\_\_ for Supply of Incinerator and / Vending Machines to schools of Bhadrak District (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 of 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

\*Preferably at district head quarter.



*(Handwritten signature)*  
Dist. Project Co-ordinator  
Samagra Shiksha Bhadrak