



DIRECTORATE OF PRISONS AND
CORRECTIONAL SERVICES, ODISHA



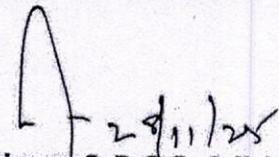
TENDER CALL NOTICE

Tender in the prescribed format are invited from the intending Suppliers/Firms/MSME or Co-operative Societies who are registered dealers under GST ACT for supply of "principal food grains" and other "misc. articles" including vegetables, chicken eggs, milk, paneer, etc. as per approved scheduled of articles in respect of different Jails of Odisha during the financial year 2026-27, to be received by the Superintendent of concerned Jails during the period from 30.11.2025 to 29.12.2025.

The Bidders has to submit their technical and financial bid separately in two stages enclosing relevant documents as per eligibility criteria in sealed envelope in the Drop Box available in front of every jail gate or by registered post within the stipulated period as mentioned above and the same will be evaluated by separate committees. The Technical Committee will evaluate the eligibility criteria of the bidders and publish list of successful bidders along with requirement of various Food grains & other miscellaneous articles for the concerned jail along with its tentative quantity required for the entire year. Thereafter the successful bidders will submit their financial bid against the items they intend to supply to the concerned jail along with their quoted rates etc.

It may be noted that one bidder can only participate in the bidding process for maximum five (5) jails and also have to bid not less than 25% number of the scheduled articles for a particular jail.

The detailed broad guidelines along with terms & conditions of the tender for submission of the application can be downloaded from the website <https://prisons.odisha.gov.in> /<https://www.odisha.gov.in> /all tender for further details.

 29/11/25

D.G of Prisons & D.C.S, Odisha.



1.1 General

TENDER CALL NOTICE

Tender in the prescribed format are invited from the intending Suppliers/ Firms/ MSME or Co-operative Societies who are registered dealers under GST ACT for supply of “**Principal Food grains & other miscellaneous articles**” including **Vegetables, Chicken, Eggs, Fish, Milk, Paneer**, etc. as per approved scheduled of articles in respect of different Jails of Odisha during the Financial Year’2026-27 to be received by the Superintendent of concerned Jails during the period from 30.11.2025 to 29.12.2025.

The Bidders has to submit their technical and financial bid separately in two stages enclosing relevant documents as per eligibility criteria in sealed envelope in the Drop Box available in front of every jail gate or by registered post within the stipulated period as mentioned above and the same will be evaluated by separate committees. The Technical Committee will evaluate the eligibility criteria of the bidders and publish list of successful bidders along with requirement of various Food grains & other miscellaneous articles for the concerned jail along with its tentative quantity required for the entire year. Thereafter the successful bidders will submit their financial bid against the items they intend to supply to the concerned jail along with their quoted rates etc.

It may be noted that one bidder can only participate in the bidding process for maximum five (5) jails and also have to bid not less than 25% number of the scheduled articles for a particular jail. (This Tender is for 86 Jails all over the state as per Annexure-C).

The detailed broad guideline including other general and special conditions of the tender along with application format and other details can be downloaded from the website <https://prisons.odisha.gov.in> or <https://www.odisha.gov.in> for further information.

1.2 Technical Bid

The bidders have to submit his technical Bid as per “**Annexure-A**” along with self-attested copies of all the relevant documents mentioned therein. The Technical Bid has to be submitted in the Drop Box to be placed in front of all the jails or by registered post within the stipulated period that is from 30.11.2025 to 29.12.2025.

The eligibility criteria for selection by the technical bid evaluation committee will mandatorily involve the following.

- a) The bidders should have valid GST registration in Odisha and must have filed up to date GST return (up to 30.09.2025).
- b) The bidders should have filed IT return at least for last 3 Financial Years.
- c) The gross annual income of the firm/bidder in its IT return for last 3 years (for each of the financial year 2022-2023, 2023-24 & 2024-25) should be at least 8 lakh or more for Circle Jails, 6 lakh or more for District Jails/ Special Jails and 4 lakh or more for Special Sub-Jails/ Sub-Jails.
- d) The technical bids will be opened by the Technical Committee headed by Superintendent of the jail and other members on 30.12.2025 at 11.00 AM and evaluation will be done in presence of all the bidders or their authorized representatives.
- e) After opening of sealed envelope of the technical bid, the documents provided by the intended bidder/supplier or his authorized representative, should be clearly recorded in a register chronologically with date and signature of the Superintendent of the jail as well as acknowledge by the bidder/his representatives.
- f) After evaluation, the Superintendent of the concerned jail shall publish the list of successful bidders and display a notice in front of the jail for participation of eligible bidders in the Financial Bid.
- g) The Superintendent of the concerned jail will also publish a notice indicating the format for the financial bid along with all the scheduled of articles and their requirement in quantity for the entire year for the benefit of the bidders to participate in financial bid. This notice should be published within a week from the last date of the closure of technical bid i.e. **29.12.2025**, Similarly, the period for submission of financial bid in the Drop Box or through registered post will also be indicated by the Superintendent of concerned jail simultaneously which should not exceed 15 days period from the date of notice.
- h) The Superintendent of the concerned jail should ensure that the intimations are sent to all concerned successful bidders who qualified in Technical Evaluation and also published/circulated in all major Dist. Office headquarters for the benefit of the local bidders.
- i) No Technical Bid will be entertained by the Superintendent of Jails concerned, if it is not received within the stipulated time.

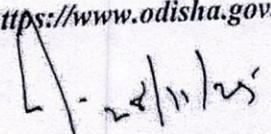
2.1 Financial Bid

The application in prescribed format as per " **Annexure-B** " along with the self-certified copy of documents in sealed cover should be submitted through Registered Post or dropped in the DROP BOX available at the main gate of Jails within stipulated date and time to be scheduled by the concerned Superintendent of the Jail.

- a) No Financial Bid will be entertained by the Superintendent of Jails concerned, if it is not received within the stipulated time.
- b) Acknowledgement of the receipt of Financial Bid for those applying in the drop box will be issued by the Superintendent of concerned Jail.
- c) The Bid Security also known as Earnest Money Deposit (EMD) is to be enclosed with the tenders/financial bid papers. The exact amount of bid security should be @ 2.5 % of the estimated value of the articles tendered/ bided or as per OGFR guidelines issued by the competent authorities from time to time.
- d) The bid security may be obtained in the form of account payee demand draft/fixed deposit receipt/Banker's cheque / Bank Guarantee from any of the commercial banks in an acceptable form.
- e) The EMD of all bidders will be refunded by the Superintendent after submission of required performance Bank Guarantee/ deposit of Security Money @10% by the successful bidders.
- f) The tenders as received shall be kept in a locked box and shall only be opened on the scheduled date in presence of the members of the Purchase Committee & bidders or their authorized representatives.
- g) The Superintendent of the jails in consultation with the Chairman of the concerned Purchase Committee shall fix a date for holding of the Purchase Committee meeting which should be preferably before end of January' 2026.
- h) All the bidders who have become successful in Technical evaluation should be specifically intimated to remain present in the Purchase Committee meeting by themselves or by their authorized nominee to witness and participate in the opening of the sealed tenders and its evaluation.
- i) The Purchase Committee will obtain undertaking from all bidders that they have applied for bidding in '**Maximum 5 Jails**'. In case the concerned bidders failed to submit such an undertaking, his bid may summarily be rejected. In case after verification at later stage, it is found that the same bidder has applied in more than Five jails for supply of items, all his bids will be cancelled and next higher bidder will be allowed to supply the items of that particular category.

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- j) The bidder must bid for at least 25% number of the schedule of articles of any particular Jail.
 - k) The Purchase Committee shall scrutinize all the relevant documents including EMD of the Bidders.
 - l) The rate quoted by the bidder should not be abnormally low i.e. below 5% of the prevailing market rate provided by the CSO/ACSO/M.I. of the locality.
 - m) The local MSME while participating in the tender/bidding shall be allowed for concession/exemption on payment of EMD as per guidelines issued by Government from time to time with production of its certificate.
 - n) The Superintendent shall take necessary steps for forfeiture of EMD in case of the successful bidder fails to sign the agreement within 15 days from the issue of letter of intent or the successful bidder fails to provide the performance Bank Guarantee as required at the time of signing of the Agreement or if a bidder withdraws its bid during the period of bid validity.
 - o) As the jail population fluctuates from time to time, the exact requirement may vary from the tentative requirement indicated at the time of submission of tender.
 - p) The approximate quantity of supplies of principal food grains and other misc. articles for the year 2026-27 in respect of the Jails of the State are titled as " **Approved Scheduled of Articles** " (Annexure – B) and available with the Superintendent of Jails concerned. The articles are required to be delivered at respective Jail gates.
 - q) After completion of evaluation of Financial Bids and Finalization of Purchase Committee Proceeding, the concerned Superintendent of Jails shall intimate to the successful bidders (L1), the items to be supplied by any bidder along with the rate and tentative quantity for the entire year.
 - r) Each successful bidder shall be called upon to enter into an agreement in Form No.44 or 45 for supply of articles at the jail gate in such quantity and as such time as may be required by the concerned jail.
 - s) The competent authority i.e. D.G of Prisons & D.C.S, Odisha reserves the right, in public interest, to reject any tender without assigning any reasons thereof and may order the concerned jail superintendent to purchase articles from the open market, if rates, terms and conditions of the tender are not agreeable.

Please log in to the official website <https://prisons.odisha.gov.in> <https://www.odisha.gov.in>


D.G. of Prisons and D.C.S, Odisha

TECHNICAL BID

Self attested copy of the following documents has to be enclosed by the Bidder and Put Tick mark against the column as noted below.

Sl. No.	Required Documents	Documents Submitted (Yes/No)	Page No.	Remarks
1	Legal Name of the Firm/ Entity			
2	Trade Name of the Firm			
3	Mobile No.			
4	Email ID:			
5	Principal Place of Business			
6	Active GST Regd. No			
7	Up to date GST Return (Filed year up to 30.09.2025)			
8	Copy of PAN Card			
9	Goods deal with			
10	The Bidder should have a valid Food Registration Certificate/Food License under Food Safety and Stannard Act,2006.			
11	Experience Certificate towards supplying grocery/ dietary items to different Govt./ Semi Govt. / Local Authorities etc.			
12	Up-to-date audited balance sheet in case of Co-operative Societies supplying grocery/ dietary items to different Govt./ Semi Govt. / Local Authorities etc.			
13	Financial capacity and past experience (over last 3 years)			
14	Postal Address of Registered Office in Odisha			
15	Legal status of the firm:			
16	Authorized Representative, if any			

N.B:-

1: Bidder should submit all the above required documents (duly signed by the bidder with date and seal) along with the bid; otherwise, the bid will be rejected.

2: Any other documents submitted by the bidder must be mentioned in the check list with page number.

I do hereby accept the terms and conditions of the tender as at Annexure – "A" .

Signature of the Bidder with Seal
Date:

FINANCIAL BID
Approved Schedule of Articles
 (Bidder has to specify the rate of items, is interested to supply to different jails)

Sl. No.	Name of the Articles with Specification	Bidder has to specify the rate of Items he is interested	Approximate Quantity Required	Rate per unit/ kg / Ltr/ only as specified in col.3	Quantity as per specified in Col-3 Total Value
1	2	3	4	5	6
1.	Common Boiled Rice (3 months old, free from weevil eaten, foul smell, stone, dust & foreign materials)				
2.	Wheat Atta (fresh, good quality and free from foul smell & foreign materials)				
3.	Arhar Dal (Big grain, raw, free from weevil eaten, stone & foreign materials)				
4.	Moong Dal (Big grain, raw, good quality, free from stone & foreign materials)				
5.	Gram Dal (Big grain, raw, good quality, free from stone & foreign materials)				
6.	Chilies (Good quality, dry, red, without dust, seeds & foreign matters)				
7.	Coriander (Good quality, free from dirt, dust, foreign materials & solid)				
8.	Turmeric (Long khadi& good quality, free from dirt, dust & foreign materials)				
9.	Zeera (Good quality, free from dirt, dust & foreign matter)				
10.	Garlic (Good quality, big grains and without rotton, old & dry)				
11.	Refined Oil (Sealed tin having 15 kg capacity)Fortune Oil/ Nature Fresh/ Freedom/ Sun Drop/Saffola Active				
12.	Mustard Oil (Sealed tin having 15 kg capacity, Agg Marked, Double Hiran/ Engine Brand)				
13.	Tamarind (Without seeds & fiber, good quality)				
14.	Chuda (Common, good quality & free from foul smell, husk, stones & foreign materials)				
15.	Sujee (Big grain, good quality, free from dirt, dust, free from weevil attracts& insects)				
16.	Phutana (Good quality, solid, fresh, free from dust & stone)				
17.	Iodized Salt (Tata)				
18.	Dry Peas (Good quality, free from stone, dirt, dust and weevil eaten)				

19.	Soyabin (Sealed pack, standard size, fresh, good quality, free from foreign materials & weevil eaten)				
20.	Loaf (fresh, good quality & made of maida)				
21.	Tea Dust (Fresh, sealed pack Brand- TATA Premium)				
22.	Sugar (Big grain & good quality)				
23.	Gura (Good quality, dry, Arkapalli)				
24.	Onion (Red, standard size & free from rotten)				
25.	Ada (Ginger) fresh, standard size & good quality				
26.	Potato (Nainital, Free from rotten, fresh, good quality, standard size)				
27.	Brinjal (fresh, tender, normal size & good quality)				
28.	Pumpkin (red, ripe, standard size & good quality)				
29.	Saru (good quality, standard size & free from rotten)				
30.	Beans (fresh, good quality & tender)				
31.	Ladies finger (fresh, tender & good quality)				
32.	Kunduri (fresh, tender, normal size & good quality)				
33.	Desialu (white, fresh & good quality)				
34.	Potala (Parvel) (fresh, tender, standard size & good quality)				
35.	Kalara (fresh, good quality, without root & standard size)				
36.	Cabbage (fresh, good quality, without root & standard size)				
37.	Cauliflower (without root & leaf, fresh & good quality)				
38.	Green Papaya (fresh & standard size)				
39.	Green plantains (fresh, good quality & standard size)				
40.	Tomato (fresh, good quality, free from rotten & standard size)				
41.	Jhudanga (fresh & good quality)				
42.	Radish (fresh, good quality, standard size & without leaves)				
43.	Knol Khol (standard size, fresh, good quality & without leaves)				

44.	DesiKankada (good quality, fresh & big size)				
45.	Janhi (Standard size, fresh & good quality)				
46.	Simba (standard size, fresh & good quality)				
47.	Lau (fresh & good quality)				
48.	Sweet Potato (white, fresh, good quality)				
49.	Drumstick (standard size, fresh & good quality)				
50.	Carrot (without leaf, fresh & good quality)				
51.	Bit (fresh & good quality)				
52.	Capsicum (Fresh and good quality)				
53.	Leafy Vegetables (Kosala/ Leutia/ Palanga) fresh without root				
54.	Hen egg (girth 25 MM & free from rotten)				
55.	Chicken (Broiler fresh, good quality & dressed and to be weigh after cut into pieces)				
56.	Sweet water fish (fresh, good quality, without fins, scales & tails, not less than 1 kg each and cut into pieces) Rohi/Bhakur.				
57.	Paneer (good quality & fresh)				
58.	Dry Coconut (fresh & standard size)				
59.	Green Coconut (tender, fresh & good quality)				
60.	Orange (ripe, fresh, good quality & sweet)				
61.	Ripe plantain (at least 10cm length, fresh & good quality)				
62.	Apple (fresh, good quality & sweet)				
63.	Lemon (fresh, good quality, ripe & standard size)				
64.	Tooth Brush (Ajaya/ Colgate/ Oral-B)				
65.	Tooth Paste (Close-up/ Colgate/Pepsodent)				
66.	Tongue Cleaner (Plastic make)				
67.	Lifebuoy Soap / Lux Soap/ Margo/Neem Soap/Godrej No.-1 Soap (small size-50 gm)				
68.	Detergent Powder (Surf brand only)				

69.	Coconut Oil (good quality & sealed tin Salimar/ Parachute Brand)				
70.	Sampoo (Clinic Plus/ Sunsilk/) small pouch				
71.	Washing Soap (OK/Sunlight) 100 gm				
72.	Shell lime (good quality, Bharat/ Tata brand)				
73.	Shaving Blade (Wilkinson sword) Packet of 5 nos., each				
74.	Shaving Cream (Vi-John/ 5-Star) 250 gm tube				
75.	Allum (cake size & packed with cover)				
76.	Sanitary Napkin (Stayfree sealed packs of 10 nos.)				
77.	Cotton Saree (standard size, Vichitra/ Basanti/ Karishma)				
78.	Cotton Blouse-32"				
79.	Cotton Blouse-34"				
80.	Cotton Blouse-36"				
81.	Cotton Petticoat (free size)				
82.	Torch Battery (Eveready, Big size)				
83.	KhajuriJhadu (good quality & 36" length)				
84.	KhadikaJhadu (Coconut Broom) (75cm in length)				
85.	Flower Broom (36" length & good quality)				
86.	Earthen Handi (25 Ltrs. capacity)				
87.	Earthen Mathia (18 ltrs capacity)				
88.	Drain Brush handle (Bamboo)				
89.	Latrine brush (Handle with 1.5 feet length)				
90.	Harpic (1 liters. Capacity bottle)				
91.	Bleaching Powder (good quality, lion brand)				

92.	Mosquito Coil (Good night/ All out/ Mortein) Packet having 10 coil				
93.	Naphthalene Balls (Good quality)				
94.	Plastic Mug (Medium) Ankur				
95.	Plastic Bucket (8 Ltr Capacity) Ankur				
96.	Latrine Acid (1 Ltr. Capacity)				
97.	Bamboo Gandua				
98.	Palm Leaf Hand Fan				
99.	Bamboo Kulla				
100.	L.E.D Bulb (23 Wt) Havells, Philips, Bajaj, Wipro, Crompton, Surya, Wipro, Syska, Eveready Brand				
101.	L.E.D Bulb (12 Wt) Havells, Philips, Bajaj, Crompton, Surya, Wipro, Syska , Eveready Brand				
102.	Jhunna (Good Quality)				
103.	Shaving Brush (Standard Size)				
104.	Tube Light 40 Watt Havells, Philips, Bajaj, Crompton, Surya, Wipro, Syska, Eveready Brand				
105.	Match Box				
106.	Sewing machine oil				
107.	Monopal soap				
108.	2/40 Gray yarn				
109.	2/40 Colour yarn				
110.	2/40 Bleach yarn				
111.	2/40 Bleach yarn				
112.	2/17 Gray yarn				
113.	2/17 Colour yarn				
114.	2/17 Bleach yarn				
115.	2/80 Colour yarn				
116.	6NF Colour yarn				
117.	6NF Gray yarn				

118.	Vat colour Blue				
119.	Vat colour Green				
120.	Vat colour yellow				
121.	Vat colour violet				
122.	Vat colour Golden				
123.	Caustic Acid				
124.	Hydro sulphate				
125.	Chokada				
126.	Chuni (Moong)				
127.	Kunda				
128.	Cow Dung Manure				
129.	Pagha for cows				
130.	Pagha for calves				
131.	Kids Dress (0 yr to 1yr)				
132.	Kids Dress (1yr to 2yr)				
133.	Kids Dress (2yr to 3yr)				
134.	Kids Dress (3yr to 4yr)				
135.	Kids Dress (4yr to 5yr)				
136.	Cerelac (0 yr to 1yr)				
137.	Cerelac (1yr to 2yr)				
138.	Cerelac (2yr to 3yr)				
139.	Cerelac(3yr to 4yr)				
140.	Chapal				
141.	Floor Wiper				
142.	Floor pochha				
143.	Alandhu saffa jhadu				
144.	Fan capacitor 2.5				
145.	Iron Jali Chatu				
146.	Aluminium (Big size) Dekchi				

147.	Aluminum Bucket				
148.	Steel Bucket				
149.	Steel Mug				
150.	Aluminum Mug				
151.	Dustbin				

N.B-Besides the above dietary /misc. articles items any other if required may be added by the Jail authority.

Declaration and submission of EMD/ Bid security

I Sri _____ here by declare that I will abide by rates as approved & supply all these items to the notified Jails throughout the year as per requirements. Any deviation to this effect, is liable for penalty/lapse/forfeiture of EMD.

2. I hereby certify to supply the items at the approved rates to the following Jails.

(One bidder can notify to bid for Maximum 5 Jails.)

a)

b)

c)

d)

e)

3. I do hereby enclose the Bid Security / EMD @ Rs _____ for the approved item as specified and for jails as mentioned above, in the shape of Postal Savings Passbook Account/ National Savings Certificate (NSC) pledged in the name of the Superintendent of concern Jail /Account payee Demand Draft / Fixed Deposit Receipt (FDR)/ Banker's Cheque/Bank Guarantee from any of the Commercial Bank.

Signature of the Bidder with date and seal

Annexure-C
DETAILS OF JAILS IN THE STATE OF ODISHA

Sl. No.	Jail Name	Type of Jail	Complete postal address with pin code
1.	Baripada	Circle Jail	Sr. Supdt. of Circle Jail Baripada, AT/PO-Baripada, District-Mayurbhanj, PIN-757001
2.	Berhampur	Circle Jail	Sr. Supdt. of Circle Jail Berhampur, AT/PO – Lanjipali, District-Ganjam, PIN-760008
3.	Choudwar	Circle Jail	Sr. Supdt. of Circle Jail Choudwar, AT – Charbatia, District-Cuttack, PIN-754028
4.	Sambalpur	Circle Jail	Sr. Supdt. of Circle Jail Sambalpur, AT/PO-Sambalpur, District-Sambalpur, PIN- 768001
5.	Koraput	Circle Jail	Sr. Supdt. of Circle Jail Koraput, AT/PO- Koraput, District- Koraput, PIN- 764020
6.	Angul	Circle Jail	Sr. Supdt. of Circle Jail Angul, AT/PO-Angul, District-Angul, PIN- 759122
7.	Phulbani	Circle Jail	Sr. Supdt. of Circle Jail Phulbani, AT/PO- Phulbani, District- Kandhamal, PIN- 762001
8.	Balasore	District Jail	Supdt. of Dist. Jail Balasore, AT/PO-Balasore, District-Balasore, PIN- 756001
9.	Bhawanipatna	District Jail	Supdt. of Dist. Jail Bhawanipatna, AT/PO-Bhawanipatna District-Kalahandi, PIN- 766001
10.	Bolangir	District Jail	Supdt. of Dist. Jail Bolangir, AT/PO-Bolangir, District-Bolangir, PIN- 767001
11.	Dhenkanal	District Jail	Supdt. of Dist. Jail Dhenkanal, AT/PO-Dhenkanal, District-Dhenkanal, PIN-759001
12.	Keonjhar	District Jail	Supdt. of Dist. Jail Keonjhar, AT/PO- Keonjhar, District- Keonjhar, PIN-758001
13.	Puri	District Jail	Supdt. of Dist. Jail Puri, AT-Bangar, PO- Khalakatapatana, District- Puri, PIN- 752111
14.	Sundargarh	District Jail	Supdt. of Dist. Jail Sundargarh, AT/PO- Sundargarh, District- Sundargarh, PIN- 770001
15.	Bhadrak	District Jail	Supdt. of District Jail Bhadrak, AT/PO-Bhadrak, District-Bhadrak, PIN- 756101
16.	Boudh	District Jail	Supdt. of District Jail Boudh, AT-Badabagbar, PO-Debagada, District-Boudh, PIN-762024
17.	Bargarh	District Jail	Supdt. of District Jail Bargarh, AT /PO-Bargarh, District-Bargarh, PIN- 768028
18.	Jagatsinghpur	District Jail	Supdt. of District Jail Jagatsinghpur, AT – Alipingal, PO-Jagatsinghpur, District- Jagatsinghpur, PIN-754103
19.	Jajpur	District Jail	Supdt. of District Jail Jajpur, AT/PO-Jajpur, District-Jajpur, PIN-755001
20.	Jharsuguda	District Jail	Supdt. of District Jail Jharsuguda, AT /PO-Jharsuguda, District-Jharsuguda, PIN-768201
21.	Kendrapara	District Jail	Supdt. of District Jail Kendrapara, AT – Barimul, PO-Kendrapada, District-Kendrapada, PIN-754211
22.	Khurda	District Jail	Supdt. of District Jail Khurda, AT/PO-Khurda, District- Khurda, PIN- 757055