

District Rural Development Agency: Sambalpur

No 2600 / Dated 25.10.18

QUOTATION CALL NOTICE

Sealed quotation are invited from interested, reputed firms having valid GST/PAN and having successful similar work experience for engraving the logo of Biju Pucca Ghar on marble for the year 2017-18 & 2018-19 in all blocks of Sambalpur District.

The prescribed Tender paper containing the details of specification of engraving marbles can be obtained from the office of the Project Director, DRDA, Sambalpur, at the cost of **Rs.500/-** (Rupees Five hundred) Only in shape of cash only on any working day between 10.00 AM to 5.00 PM from **dated 26.10.2018 to dated 03.11.2018** or else can be downloaded from the district website <http://sambalpur.nic.in> . If downloaded from the District website, then the form should be accompanied with a Demand Draft of Rs 500.00 (Rupees Five Hundred Only) in favour of Project Director, DRDA, Sambalpur, payable at SBI, Sambalpur. The cost of Tender paper is non refundable.

The quotation complete in all respect should reach to **"The Project Director, DRDA, Sambalpur"** through Regd. /speed post only by **03.11.2018 by 3.00 PM** and shall be opened on the same day at **4.00 PM** in presence of the bidders or their authorized representatives.

The undersigned reserves the right to accept or reject the tender without assigning reasons thereon.

1. Detail description of the work:

The Block wise tentative number of marbles to be engraved is given below.

Sl No	Name of the Blocks	No. of Marbles pieces to be engraved	Distance in K.M. from the district headquarter
01	Dhankauda	87	5 k.m.
02	Maneswar	154	7 k.m.
03	Jujumura	183	32 k.m.
04	Rengali	154	27 k.m.
05	Rairakhhol	102	65 k.m.
06	Naktideul	60	95 k.m.
07	Kuchinda	121	85 k.m.
08	Jamankira	154	50 k.m.
09	Bamra	121	120 k.m.
	Total	1136	

- Size of the marble : 15" x 15" of half inch thickness
Colour of the Marble : The logo will be engraved on the white marble at the centre of the piece and the rest portion will be of green color. The text and line drawing will be engraved in green colour as per the BPGY list provided by the BDOs.

2. Bid Price

- a) All duties, taxes and other levies payable by the vendor shall be included in the total price.
- b) The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
- c) The Prices should be quoted in Indian Rupees only.

3. Term & Condition:-

- Each bidder shall submit only one quotation

There are **two parts** of this Tender Document namely, **Technical Bid** and **Financial Bid**. The bidder is required to fill out all the two parts of Tender Document and place them in **two** separate sealed envelopes, which should be super scribed as "**Tender for engraving Biju Pucca Ghar logo on marble- Technical Bid**" and "**Tender for engraving Biju Pucca Ghar logo on marble- Financial Bid**". These **inner** envelopes should be placed in another **outer** sealed envelope and addressed to The **Project Director, DRDA, Sambalpur**. The **outer** envelope must show the name of the Bidder, address and should be super scribed as "**Tender for engraving Biju Pucca Ghar logo on marble**" on top of the envelope.

Technical Bid: (Documents to be furnished along with Technical Bid)

In support of eligibility, each bidder must submit the EMD of **Rs 15,000.00** (Rupees Fifteen Thousand) only in shape of FD/TD/STD/NSC of any scheduled bank dully pledged in favour of Project Director, DRDA, Sambalpur. The EMD will be returned to the unsuccessful bidders.

Self attested photo copies of the following documents should be submitted along with the Technical Bid.

1. Valid GST/ Registration certificate and copy of GST return for the quarter ending March, 2018.
2. Experience Certificate of similar Work of engraving preferably in Govt. sector, if any.
3. List of similar work experiences (engraving on marbles)
4. Details list of equipments available with the firms.
5. Details of shop location.
6. Annual turnover for last three years- 2015-16, 2016-17 & 2017-18.
7. All the documents should be self attested.
8. Registration certificate of the firm/individual/entrepreneur.
9. Copy of PAN.

Financial BID: (Documents to be furnished along with Price Bid)

4. EVALUATION AND SELECTION CRITERIA:-

The envelopes containing Technical Bids will be opened first and evaluated based on the documents and forms submitted in the technical bid.

The Financial bid of only those bidders whose technical bid is found to be responsive as per the tender requirement will be opened. All other price bids will be ignored.

5. Validity of Quotation

Quotation shall remain valid for a period of one year after the closing date for submission of this tender.

6. Award of contract

- The District Administration will award the contract to the bidder(s) whose quotation has been determined to be substantially responsive and who has offered the lowest evaluated quotation price.

- The bidder whose bid is accepted will be notified for the award of contract by the authority prior to expiry of validity period of quotation. The terms of the accepted offer shall be incorporated in the work order.

- The selected firm has to deposit **security money of Rs 15000.00/- (Rupees Fifteen Thousand)** only in shape of FD/TD/STD/NSC of any scheduled bank duly pledged in favor of Project Director, Sambalpur which will be refunded to the vendor after successful completion of the work.

- The selected firm has to deliver the engraved marbles at the respective blocks of Sambalpur District.

- The work should be completed within one month from the date of selection of the firm for the purpose. In case of, delay of work for more than 60 days 10% will be deducted from the whole amount due the vendor. If the work exceed 90 days, the award will be cancelled and the security deposit will be forfeited.

- The bill along with the completion certificate on engraving should be submitted before the concerned BDOs.

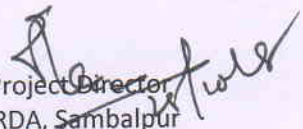
- Payment will be made by the concerned B.D.O. within 10 days after receiving the Bill along with the certificate from the assigned vendor.

- The undersigned reserves the right to reject / accept any or all quotation without assigning any reason thereof.

- Any effort by a bidder to influence the office in its decision on bid evaluation or placement of work order may result in rejection of the bidder's offer.

- Any legal dispute arising out of this is subject to Sambalpur district jurisdiction only.

- The District Administration, Sambalpur reserves the right to accept or reject any quotation and to cancel the bidding process and reject all bids at any time prior to the issue of contract letter. The bidders may be present in person or through one of their representative(s) during the opening of quotations as per the date and time fixed.


Project Director,
DRDA, Sambalpur

TECHNICAL EVALUATION FORM

1	Name of the Organization/Firm	
2	Full address of Firm/Organization Telephone no. Fax no. E-mail address : Mobile no- Contact Person-	
3	Copy of GST quarterly return up to March, 2018 (Copy to be attached)	
4	PAN No. (photo copy)	
6	Experience certificate of similar type of work	
7	Copy of work order of similar type work	
8	Annual turnover for last 3 years (final A/C & balance sheet and bank statement copy to be attached) of 2015-16, 2016-17, 2017-18	
9	No of skilled manpower available for engraving	
10	Local Office address if any /Nearest Office Location with manpower details Contact No: Email ID:	
11	Blacklisted by any Govt. agency (Yes/No)	

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

Full Signature of the Bidder:

Date:

Seal:

DECLARATION BY THE BIDDER:

It is hereby declared that I, the undersigned, have read and examined all the terms and conditions etc. of the tender document for which I have signed and submitted the bid on behalf of my firm. It is also certified that all the terms and conditions of the tender document are fully acceptable to me and I will abide by the conditions of the terms and conditions. No material facts or information has been suppressed or manipulated for the purpose. Also, in the event of any information supplied found to be false or incorrect, I agree to rejection of the offer at any stage without any claims whatsoever.

Signature:

Date:

Name

Address

Designation:

FINANCIAL BID

Price in Rs for engraving white marble of size 15"x15" of half inch thickness		
Cost of marble (in Rs.) (including all taxes) (in Rs.)	Charges for engraving (in Rs.)	Total Cost (in Rs.)

Signature of the Bidder

Name of the Firm/Agency :

Address:

Date :

Place:

Seal: