

**ODISHA ADARSHA VIDYALAYA, KUSUMI BLOCK:- KUKUDAKHANDI DIST:- GANJAM**

**TENDER CALL NOTICE**

Sealed tenders are invited from the registered/reputed firms and manufacturer for supply of items like **Grocery, Cosmetic & Toilet items, Milk Product, Vegetable and Non-Vegetable items** to the Girls Hostel of OAV Kusumi for the AY-2019-20. Interested parties/firms can download the tender forms from the district website [www.ganjam.nic.in](http://www.ganjam.nic.in). The cost of tender paper is Rs. 500/- (Five hundred) only (non refundable) which is deposited in shape of D.D **In-favour of Girls Hostel, OAV Kusumi** & enclosed in technical bid of the tender paper. The Tender Papers must be sent by speed/registered post only addressed to **The Principal, OAV Kusumi, PO-Sihala, Via-Golanthara Dist:- Ganjam, Pin:- 761008**. Sending of quotations by courier services / hand is not allowed. Tenders submitted without EMD will be summarily rejected. Last date of receipt of tender form is up-to 4.30 PM of dated 09/08/2019. This office will not responsible for any postal delay. The OAV Purchase Committee reserves the right to accept or reject the tender in whole or in part without assigning any reason thereof.

-SD/-

PRINCIPAL, OAV KUSUMI  
KUKUDAKHANDI,GANJAM

## TERMS & CONDITIONS

1. The applications must be sent **through Registered Post / Speed Post only** addressed to **the Principal, OAV Kusumi, Kukudakhandi, At- Bada Kusumi Po- Sihala Dist- Ganjam, Pin- 761008 on or before 09/08/2019** during the office working hours. Sending of quotations by courier services / hand is not allowed. This office will not be responsible for any postal delay.
2. The tender has been invited **under two bid system** i.e Technical Bid and Financial Bid. The interested agencies/firms/suppliers are advised to submit two separate sealed envelopes super scribing "Technical bid for supply of \_\_\_\_\_ items for OAV Kusumi" and "Financial Bid for Supply of \_\_\_\_\_ items for OAV Kusumi". Both sealed envelopes should be kept in a third envelope super scribing "Tender for supply of \_\_\_\_\_ - items for OAV Kusumi under Kukudakhandi Block. **Bidder applying for more than one category should submit EMDs and application fees for each category separately.**
3. **Particular of the materials as follows.**

Sl.No	Category of the Items	Quantity & Specification & Price Bid
1	Grocery	As per Annex- A
2	Cosmetic & Toilet Items	As per Annex- B
3	Vegetable	As per Annex- C
4	Non-Vegetable Items	As per Annex- D
5	Milk Product	As per Annex- E

4. **The date and time schedule relating to tender are cited as under.**

Sl.No	Activity	Date and Time
1	<b>Issue of tender document</b>	24/07/2019
2	<b>Last date &amp; time for receipt of tender document.</b>	09/08/2019 before 4.30PM
3	<b>Opening of Technical Bid</b>	13/08/2019 at 11.00 AM
4	<b>Opening of Financial Bid</b>	13/08/2019 at 11.45 AM

5. **Following documents must be enclosed with the Technical Bid Application (Annx-1):-**
  - a. GST Registration certificate & clearance.
  - b. PAN card and recent Income Tax clearance/ return certificate.
  - c. For Annex A & B Sample materials of each item must be produced as per specification before the Committee at the time of opening of tender.
  - d. Demand Draft of Rs. 500/- ( non-refundable) towards cost of tender paper.
  - e. Demand Draft in favour of Girls Hostel OAV Kusumi as follows towards EMD which is refundable without interest. The bidders can apply for one or all items as per their convenient.

<b>Sl.No</b>	<b>Category of the Items</b>	<b>EMD Amount</b>
1	Grocery	Rs.20000/-
2	Cosmetic & Toilet Items	Rs.3000/-
3	Vegetable	Rs.5000/-
4	Non Vegetable	Rs.5000/-
5	Milk Product	Rs. 5000/-

**All the above documents and sample items (for Annx A & B) will be verified at the time of opening of tender, falling which tender application will be liable to rejected.**

6. The financial bid will be opened only those tenderers whose technical bids are found in order. Conditional tender shall not be considered.
7. The approve sample of materials will be kept in the OAV Kusumi for verification during supply of items till expire of the agreement period.
8. Payment will be made by Principal, OAV Kusumi after delivery of materials & obtaining no objection certificate from the warden .The bills should be submitted in duplicate.
9. The agreement will be executed with the successful firm with the Principal, OAV Kusumi on non-judicial stamp paper worth Rs.20/- .
10. The rate against each item in the quotation form must be quoted clearly including , GST, packing and transporting charges as per the **prescribed Price Bid ( Annex- A,B,C,D,E )** . **Only single rate is to be quoted for each items .**
11. Delivery will be made at the OAV Kusumi point within 03 days from receipt of supply order.
12. In the event of the tender being accepted the earnest money will be adjusted towards security deposit .
13. If the successful firm fails to execute the contract or withdraw the tender paper, the EMD of the firm will be forfeited.
14. The rate quoted by the contractor shall hold good up to 1 Year. No amount amendment in the rate except increase/decrease in the rate of tax during the period of supplies will be accepted. If the contractor fails to supply the articles within the time stipulated in the letter of acceptance by the undersigned, the undersigned shall be at liberty to purchase the articles from the market or get the rest of the contract completed by any other person of firm and the difference of price, if any, shall be deducted from the earnest money/security deposit and incase any amount in excess of the security deposit is paid by the undersigned the contractor shall be liable to pay this amount.
15. In case, more than one tenderer quote the same lowest rate, all the tenderers who have quoted the same lowest rates shall be called for and decision will be taken by School Level Purchase Committee or through public lottery.
16. The bidder or his authorized representative to be present at the time of opening of tender. No other person will be allowed.
17. The committee will ensure the best quality with minimum rate . Accordingly the tender will be finalized.

18. All disputes relating to and arising out of supply of materials, shall be mutually sorted out by both the parties failing which decision of the Chairman of Committee ( Principal, OAV Kusumi) on the points of dispute shall be accepted by both the parties.
19. The authority reserves the rights to accept or reject any or all tender papers without assigning any reason thereof.

**-SD/-**  
**Principal, OAV Kusumi**  
**Kukudakhandi, Ganjam**

**UNDERTAKING BY THE SUPPLIER**

I/We M/s \_\_\_\_\_ agree fully that within the terms and conditions specified in no.1 to no.19 and enclose the rates of items as per list and specifications given by the Principal of OAV, Kusumi, Kukudakhandi in printed letters head or form of the firm.

Signature \_\_\_\_\_

Name of the Proprietor \_\_\_\_\_

Seal of the Firm \_\_\_\_\_

Witness (Signature, Name & Address)

1. \_\_\_\_\_

2. \_\_\_\_\_

**PLACE - .....**

**DATE - .....**

**ODISHA ADARSHA VIDYALAYA, KUSUMI, BLOCK- KUKUDAKHANDI, GANJAM**

**Technical Bid for Supply ( Annx- 1)**

1. Name & address of the party/firm: \_\_\_\_\_
2. Registration No. of the Firm: \_\_\_\_\_ Valid up to \_\_\_\_\_
3. Earnest Money Deposited Rs. \_\_\_\_\_ Vide Bank Draft No: \_\_\_\_\_,dt \_\_\_\_\_
4. Money receipt No: and date of tender purchase:

I/We hereby submit Technical bid for supply of \_\_\_\_\_ as per terms, conditions and specifications of the above mentioned notification of OAV Kusumi- which are acceptable to us. I/We are aware that while evaluating the Technical bid, if any/part (as decided by OAV Kusumi) of the terms/items mentioned below is not found meeting the requirement of the tender notice, the bid will not be accepted.

1.	Earnest Money	(a) Bank ..... (b) Draft No. .... dated ..... (c) Amount Rs.....
2.	Income Tax Registration details	Income Tax PAN No. .... Copy enclosed : Yes/No
3.	GST Registration certificate & clearance	(a) GST No. - (b) Period of Validity: (c) Issuing authority:
5	Submitting of Product Prospectus/ Brochures/Samples of _____ as per list & specifications. (Where applicable).	Yes / No
6	Registration Certificate of Firm	Number and date of certificate (a) Certificate No. .... Dt. .... (b) Designation of certificate issuing officer : ..... (c) Attested copy of the certificate Annexed : <b>Yes/No</b>

7. Any other information as mentioned in the terms & Conditions.

SIGNATURE OF THE TENDERER  
WITH SEAL

**ODISHA ADARSHA VIDYALAYA, KUSUMI, BLOCK- KUKUDAKHANDI, GANJAM**

**Financial Bid for Supply Grocery ( Annx- A)**

1. Name & address of the party/firm: \_\_\_\_\_
2. Registration No. of the Firm: \_\_\_\_\_ Valid up to \_\_\_\_\_
3. Earnest Money Deposited Rs. \_\_\_\_\_ Vide Bank Draft No: \_\_\_\_,dt \_\_\_\_\_
4. Money Receipt No: and date of tender purchase:

**PARTICULARS OF THE ITEMS:**

**Quoted items should be good quality with reputed brand**

Sl. No.	Name of the articles	Unit	Rate quoted (in Rs.)	Description/Specification of the item
1	Toordal	Per kg		
2	Biri Dall	Per kg		
3	Chana Dal	Per kg		
4	Chowmin	Per kg		
5	Dry peas	Per kg		
6	Atta	Per kg		
7	Besan	Per kg		
8	Muga	Per kg		
9	Rajma	Per kg		
10	Kabuli Chana	Per kg		
11	Sooji (Bada Dana)	Per kg		
12	Iddli Sooji	Per kg		
13	Chuda	Per kg		
14	Refined Oil	Per ltr.		
15	Vanaspati	Per kg		
16	Sugar	Per kg		
17	Biscuit	Per pocket		
18	Milk Powder	Per kg		
19	Corn flour Powder	Per kg		
20	Deshi butta	Per kg		
21	Iodised salt	Per kg		
22	Papad	Per kg		
23	Jaggery	Per kg		
24	Cashew nut	Per kg		
25	Vermicelly	Per kg		
26	Cuminseeds (Jeera)	Per kg		
27	Mustard seeds	Per kg		

28	Fenugreek (Methi)	Per kg		
29	Curry powder	Per kg		
30	Fish Curry powder	Per kg		
31	Chicken masala pd.	Per kg		
32	Mutton masala pd.	Per kg		
33	Biriyani masala pd.	Per kg		
34	Chilly powder	Per kg		
35	Dry red chilly	Per kg		
36	Chat masala pd.	Per kg		
37	Turmeric powder	Per kg		
38	Bay leaf (Tej Patra)	Per kg		
39	Match box	Per pc		
40	Pickle	Per kg		
41	Black pepper	Per kg		
42	Mudhi	Per kg		
43	Mixture	Per kg		
44	Cornflakes	Per kg		
45	Fooding soda	Per kg		
46	Utensils washing bar	200 gm each		
47	Soyabeen Badi	Per Kg		
48	Mustard Oil	Per Kg		
49	Ginger	Per Kg		
50	Garlic	Per Kg		
51	Chocoks	Per Kg		
52	Biriyani Rice	Per Kg		
53	Bread	Per Pocket		

I/ We undertake to abide by the terms & conditions of tender notice along with Annexure.

**Signature of the tenderer**  
(Seal)



**ODISHA ADARSHA VIDYALAYA, KUSUMI, BLOCK- KUKUDAKHANDI, GANJAM**

**Financial Bid for Supply Cosmetic & Toilet items( Annx- B)**

1. Name & address of the party/firm:\_\_\_\_\_
2. Registration No. of the Firm:\_\_\_\_\_ Valid up to\_\_\_\_\_
3. Earnest Money Deposited Rs.\_\_\_\_\_ Vide Bank Draft No:\_\_\_\_,dt\_\_\_\_\_
4. Money Receipt No: and date of tender purchase:

**PARTICULARS OF THE ITEMS:**

**Quoted items should be good quality with reputed brand**

Sl.No	Name Of Items	Unites	Rate Quoted (in Rs)	Description/Specification of the item
1	Tooth Brush	PER PC		
2	Tooth Paste (50 gm)	PER PC		
3	Washing Soap-150gm	PER PC		
4	Bathing Soap -100gm	PER PC		
5	White Phenyl	PER 1 lt		
6	Black Phenyl	PER 1 lt		
7	Bleaching Powder	PER 1 kg		
8	Tong. Cleaner	PER PC		
9	Sanitary pad	PER Packet		
10	Sanital Acid	PER 1 lt		
11	Gamacin Powder	PER PC		
12	Coconut Oil	PER 175ml		
13	Shampoo	Per pc		
14	Washing power-200gm	Per PC		
15	Blue 100 ml	Per PC		
16	Toilet cleaner	Per liter		
17	Toilet brush	Per PC		
18	Soap Case	Per PC		
19	Hair Band	Per PC		
20	Bindi	Per Pkt		
21	Cold Cream 50gm	Per PC		
22	Vaseline 20gm	Per PC		
23	Talcum Powder 100gm	Per PC		
24	Nail Cutter	Per PC		
25	Comb	Per PC		
26	Hand Wash Liquid- 200ml	Per PC		

**I/We undertake to abide by the terms & conditions of tender notice along with Annexure.**

**Signature of the tenderer**  
(seal)

**ODISHA ADARSHA VIDYALAYA, KUSUMI, BLOCK- KUKUDAKHANDI, GANJAM**

**Financial Bid for Supply Vegetable ( Annx- C)**

1. Name & address of the party/firm: \_\_\_\_\_
2. Registration No. of the Firm: \_\_\_\_\_ Valid up to \_\_\_\_\_
3. Earnest Money Deposited Rs. \_\_\_\_\_ Vide Bank Draft No: \_\_\_\_\_, dt \_\_\_\_\_
4. Money Receipt No: and date of tender purchase:

**PARTICULARS OF THE ITEMS:**

**Quoted items should be good quality.**

Sl. No.	Name of the articles	Unit	Rate quoted (in Rs.)	Description/Specification of the item
1	Potato (aalu)	Per kg		
2	Onion (Piaja)	Per kg		
3	Brinjal (Baingan)	Per kg		
4	Tomato	Per kg		
5	Potola	Per kg		
6	Aaladi	Per kg		
7	Beans	Per kg		
8	Collie Flower	Per kg		
9	Kankada	Per kg		
10	Kalara	Per kg		
11	Saga	Per kg		
12	Beat	Per kg		
13	Carrot	Per kg		
14	Saru	Per kg		
15	Boitiaalu	Per kg		
16	Toarada	Per kg		
17	Dhania Patra	Per Kg		
18	Mesian Patra	Per kg		
19	Kakudi	Per kg		
20	Janhi	Per Kg		
21	Mashroom	Per Kg		
22	Banana (Ripe)	Per Dozen		
23	Coconut	Per Piece		

I/We undertake to abide by the terms & conditions of tender notice along with Annexure.

**Signature of the tenderer**  
(Seal)

**ODISHA ADARSHA VIDYALAYA, KUSUMI, BLOCK- KUKUDAKHANDI, GANJAM**

**Financial Bid for Supply Non-Vegetable ( Annx- D)**

1. Name & address of the party/firm: \_\_\_\_\_
2. Registration No. of the Firm: \_\_\_\_\_ Valid up to \_\_\_\_\_
3. Earnest Money Deposited Rs. \_\_\_\_\_ Vide Bank Draft No: \_\_\_\_,dt \_\_\_\_\_
4. Money Receipt No: and date of tender purchase:

**PARTICULARS OF THE ITEMS:**

**Quoted items should be good quality .**

Sl. No.	Name of the articles	Unit	Rate quoted (in Rs.)	Description/Specification of the item
1	Egg	Per Piece		
2	Fish (Rohi / Bhakura)	Per KG		
3	Chicken	Per KG		
4	Mutton	Per KG		
5	Chingudi	Per KG		
6	Fish (Jirali/ Kerandi)	Per KG		

I/ We undertake to abide by the terms & conditions of tender notice along with Annexure.

**Signature of the tenderer**  
(Seal)

**ODISHA ADARSHA VIDYALAYA, KUSUMI, BLOCK- KUKUDAKHANDI, GANJAM**

**Financial Bid for Supply Non-Vegetable (Annx- E)**

1. Name & address of the party/firm: \_\_\_\_\_
2. Registration No. of the Firm: \_\_\_\_\_ Valid up to \_\_\_\_\_
3. Earnest Money Deposited Rs. \_\_\_\_\_ Vide Bank Draft No: \_\_\_\_, dt \_\_\_\_\_
4. Money Receipt No: and date of tender purchase:

**PARTICULARS OF THE ITEMS:**

**Quoted items should be good quality with reputed brand .**

Sl. No.	Name of the articles	Unit	Rate quoted (in Rs.)	Description/Specification of the item
1	Milk	Per Ltr.		
2	Curd	Per Ltr.		
3	Paneer	Per Kg.		
4	Butter	Per Kg.		

I/We undertake to abide by the terms & conditions of tender notice along with Annexure.

**Signature of the tenderer**  
(Seal)