



DISTRICT PROJECT OFFICE, SAMAGRA SHIKSHA, RAYAGADA

Old Revenue Colony, Behind Govt. Hospital, Ph. No.: 06856 – 235277,
email-dpcrayagadassa.osepa@nic.in



No. 1300/V/SCST/62/2020

Dated 14/03/2020

TENDER CALL NOTICE FOR PRINTING & SUPPLY OF ELEMENTARY TEACHER'S ID CARD

Sealed tenders in conformity to the details of Tender Call Notice are invited in prescribed format from the registered Offset Printers / firms having valid PAN / TAN, valid GST registration certificate with upto date returns (GST), DIC registration certificate in latest format for the work printing and supply of Teacher's ID cards. The Details of Tender Call Notice containing specifications with terms and conditions can be downloaded from official website <http://www.osepa.in/> and <http://www.rayagada.nic.in>. Duly Sealed and filled in Tender papers should be submitted to the office of the District Project Coordinator, Samagra Shiksha, At: Old Revenue Colony, Behind Govt. Hospital, Rayagada through Registered / Speed Post only. The last date of receipt of Tender papers is 16.04.2020 upto 05.30 PM and the same will be opened on 17.04.2020 at 11.00 AM/PM.

A. K. Ketta

Dist. Project Coordinator,
Samagra Shiksha, Rayagada

[Signature]
14/3/20

Collector-cum-Chairman,
Samagra Shiksha, Rayagada.

Memo No. 1301 /SC/ST Edn.

Dated 14/03/2020

Copy to the D.I.O., NIC, Rayagada for information and necessary action. He is requested to publish the Tender Call Notice and the Details of Tender Call Notice in the official website of Rayagada district.

A. K. Ketta
14.3.2020

Dist. Project Coordinator,
Samagra Shiksha, Rayagada.

Memo No. 1302 /SC/ST Edn.

Dated 14/03/2020

Copy to the Asst Director, MIS OSEPA Bhubaneswar for information with a request to upload the enclosed details of Tender Call Notice and details of Tender Call Notice in the official website of OSEPA for information of all concern.

A. K. Ketta
14.3.2020

Dist. Project Coordinator,
Samagra Shiksha, Rayagada.

Memo No. 1303 /SC/ST Edn.

Dated 14 / 03 / 2020

Copy submitted to the Director, Information & Public Relations Department, Govt. of Orissa / the D.I.P.R.O, Rayagada for information and necessary action. You are requested to publish the Tender Call Notice for one instance only in 03 widely circulated Odia daily news papers within a financial limit of Rs.5000/- (five thousand only) each under intimation to this office.

K. K. K.
14.3.2020
Dist. Project Coordinator,
Samagra Shiksha, Rayagada.

Memo No. 1304 /SC/ST Edn.

Dated 14 / 03 / 2020

Copy submitted to the State Project Director, OSEPA, Bhubaneswar for favour of kind information and necessary action.

K. K. K.
14.3.2020
Dist. Project Coordinator,
Samagra Shiksha, Rayagada.



DISTRICT PROJECT OFFICE
SAMAGRA SHIKSHA, RAYAGADA,



DETAILS OF TENDER CALL NOTICE

FOR THE WORK
PRINTING AND SUPPLY OF
TEACHER'S ID CARDS

Issued to:

Sri / Ms.

[Handwritten signature]



DISTRICT PROJECT OFFICE, SAMAGRA SHIKSHA, RAYAGADA

Old Revenue Colony, Behind Govt. Hospital, Ph. No.: 06856 – 235277,
email-dpcrayagadassa.opepa@nic.in



The Tender should be submitted following the terms and conditions specified here under:

- 1 Quantity
The tentative number of printing of Teacher's Identity Card will be for 5880 (appx.) sheets.

Teachers at Block Level:	5777
BEO Staff:	70
DPO Staff:	33
<u>Total :</u>	<u>5880</u>

The Quantity may increase or decrease.
- 2 Card Quality
PVC Card (CR 80)
- 3 Size
85 mm X 54 mm (Portrait)
- 4 Quality of printing
Multi Colour & Screen Printing

The quality of printing should be of higher order, without any mistake and printing should be neat and legible.

The Printing must be in Offset process using eco-friendly ink (ISO.ISI) standard as directed by Hon'ble High Court of Odisha.

The printing work and day to day progress will be verified by DPC, SS, Rayagada or SC/ST Edn. Coordinator or any other officer authorized by Collector, Rayagada / DPC, SS, Rayagada.
- 5 Binding
Laminated PVC Card
- 6 Strap Length Size
Standard
- 7 Strap width Size
20 mm (Minimum)
- 8 Strap Materials
Cotton / Silk

- 9 Process of Preparation of Cards Hard copy of digitization of ID Card is available at District Project Office, SS. After digitization of ID Cards, Hard Copy by the successful firm, the same will be sent for verification by the concerned Block Education Officers.
- 10 Sample The sample of ID Card should be submitted along with the Tender Document for verification by the District Purchase Committee for its approval.
- The successful Bidder will be held responsible for printing and supply of ID Cards as per the approved Sample.
- 11 Delivery Delivery of final finished materials should be made at DPO, SS, Rayagada within 15 days from the date of issue of work order by dividing the materials block wise and district wise packets separately, and failing which liquidated damages @ 0.1% per day subject to 10% in total will be deducted from the Bill submitted by the bidder.
- 12 EMD Rs.6,000/- (Rupees six thousand) only is to be deposited along with the Tender in shape of Demand Draft in favour of District Project Coordinator, Samagra Shiksha, Rayagada drawn on any nationalized bank payable at Rayagada (amount refundable without interest). The EMD money shall be forfeited in the event of withdrawal of the tender once submitted or in the case of a successful bidder who fails to execute necessary agreement within the specified period and / or express their inability to supply the finished materials within the stipulated period. Besides, EMD of unsuccessful bidders will be refunded soon after finalization of the tender. Deposit of EMD is must for all bidders / tenderers including the registered SSI units. No exemption certificate will be entertained from any bidders in this regards.
- 13 Security Deposit The successful bidder has required to deposit 5% of the total approved value as Security Deposit (refundable without interest) in shape of Demand Draft in favour of District Project Coordinator, Samagra Shiksha , Rayagada drawn on any nationalized bank payable at Rayagada at the time of execution of agreement before issuing work order. The Security Deposit shall be forfeited in case any terms and conditions of the contract are infringed or the bidder fails to make complete supply satisfactorily or complete the work in time. No exemption certificates will be accepted.



- 14 Rates
The rate quoted per piece of ID Card should be inclusive of all taxes, transportation charges, pre-press D.T.P., Design cost and all related expenses for transportation as applicable.
- 15 Place, date and time of receiving Tender
The sealed tender papers duly signed in each page should reach the District Project Office, SAMAGRA SIKSHYA, Behind Govt. Hospital, Old Revenue Colony, Rayagada - 765001 through Registered post / Speed Post only during official hours on or before 16/04/2020 ^{upto 5.30 P.M.}. The authority will not be responsible for any postal delay. ^
- 16 Place date and time of opening of Tender
The tenders will be opened at the office of Collectorate, Rayagada on 17/04/2020 by 11.00 A.M in the presence of the bidders or their authorized representatives and the members of the District Purchase Committee, SAMAGRA SIKSHYA, Rayagada.
- 17 Certificates to be furnished along with the Tender
Attested photo copy of following shall be enclosed in the Tender
a. Valid GST Registration Certificate with update returns (GST)
b. PAN / TAN Registration
c. Valid registration certificate from DIC in latest format.
d. Sample copy of Cards to be used for printing with stamp / seal and signature of the Bidder.
- The Tenders submitted without above documents is liable for rejection. The attested copies will be verified with the Originals at the time of opening of tender / as when required. Therefore the bidders are requested to come with original documents.
- 18 Signing of Agreement
The successful bidder has to execute an Agreement in non-judicial stamped paper worth Rs.50/- with the DIST. PROJECT COORDINATOR, SAMAGRA SIKSHYA, Rayagada and deposit the required Security Deposit in favour of DIST. PROJECT COORDINATOR, SAMAGRA SIKSHYA, Rayagada within 02 days after finalization of the Tender prior to issue of supply order by DIST. PROJECT COORDINATOR, SAMAGRA SIKSHYA, Rayagada.
- 19 Payment
Payment will be made on the basis of following:
1. After smooth and complete of printing and supply of the required materials without deviating the quantity and quality and specification reserved in the Tender Call Notice.



Annexure - I

A. Format for Quoting rate for printing and supply of Teacher Identity Card:

1. Name of the Firm and Proprietor : _____
2. Detail Address : _____
: _____
: _____
3. Contact No. : _____
4. Whether offset printer is available or not : _____
5. PAN / TAN No. : _____
6. Valid GST Registration Certificate with upto date returns (GST) : _____
7. EMD of Rs.6,000/- (D.D. No., Date & Name of Drawee Bank) : _____
8. Registration Certificate of DIC in latest format: _____

Price quoted for one ID Card with Strap:

Sl. No.	Particulars	Amount in Rupees per ID Card	
		Rate in figures	Rate in Words
01	One I.D. Card with Strap	Rs. _____	(Rupees _____) only

Certificate:

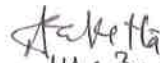
- a. Certify that the documents and information furnished above are correct and no part of it is false and fabricated.
- b. We agree to supply the required quantity of printing materials within the stipulated date in accordance with the technical specifications and as per the terms and conditions specified in the Tender Call Notice.

Date: _____

Signature of the owner / proprietor of the firm





2. No extra amount over and above the rates approved by the District Purchase Committee will be paid. Un-necessary delay in submission of claims / Bills after supply of materials by the Bidder should be avoided in order for smooth sanction and payment of the claims.
 3. The Tax Deduction at Source (TDS) shall be done as per provisions of Income Tax Act. and GST Act.
- 20 Only one Tender should be submitted by one party.
- 21 No preference will be given to any bidder or class of bidders either for price or for any other reason.
- 22 The envelope containing the Tenders should be duly superscripted as "Tender for Printing and supply of ID CARDS"
- 23 Conditional / incomplete Tenders are liable for rejection.
- 24 The Tenders received without fulfilling the Terms and Conditions are liable for rejection.
- 25 The Tender will be valid for a minimum period not less than 180 days after the deadline set for submission of bid / tender.
- 26 The Collector-cum-Chairman, SAMAGRA SIKSHYA, Rayagada reserves the right to accept or reject any or all Tenders, full or part of the Tenders without assigning any reasons what-so-ever and no intimation will be given to the bidders. In this account no disputes will be entertained. Any dispute arises subject to Rayagada Jurisdiction only.


14.3.2020
Dist. Project Coordinator,
Samagra Shiksha, Rayagada


Collector-cum-Chairman,
Samagra Shiksha, Rayagada.

Sample design of ID Card

54 mm

	
<p>Govt. of Odisha School & Mass Education Department District: Rayagada</p>	
	
Name:	_____
Sex	_____
Blood Group	_____
Designation	_____
Contact No.	_____
Block	_____
Teacher ID No: xxxxxxxxxxxx (as per Teahcer Profile)	
ADDRESS OF SCHOOL WITH UDISE CODE AND PIN CODE	
District Magistrate & Collector, Rayagada.	
SAMAGRA SHIKSHA, RAYAGADA	



85 mm

Strap : - Govt. of Odisha, S & ME Deptt., Dist.: Rayagada.



Sample design of ID Card

54 mm

 Govt. of Odisha School & Mass Education Department District: Rayagada	
	
Name:	_____
Sex	_____
Blood Group	_____
Designation	_____
Contact No.	_____
Block & District	_____
OFFICE ADDRESS	
District Magistrate & Collector, Rayagada.	
SAMAGRA SHIKSHA, RAYAGADA	

85 mm

Strap : - Govt. of Odisha, S & ME Deptt., Dist.: Rayagada.

