

COLLECTORATE: GAJAPATI: PARALAKHEMUNDI  
(WELFARE SECTION)

No. 1394 /Welfare  
XXV-33/2018

Date: 27/10/18

**TENDER CALL NOTICE**

Sealed quotations are invited in the prescribed form from interested reputed manufacturers/ authorized Dealers for supply of Blankets to the ST & SC Development Department Hostels functioning under District Welfare Office, Gajapati which shall conform the terms and condition (Annexure-I). The sealed quotations should reach the undersigned on or before 01.11.2018 by 5.00 PM through registered post/Speed post or by hand only and will be opened on 02.11.2018 at 11.00 AM in the Conference Hall, Collectorate, Paralakhemundi in the presence of the bidders or their authorized representatives. The detailed terms and conditions and General bid information can be downloaded from the Gajapati District websites i.e. [www.gajapati.nic.in](http://www.gajapati.nic.in).

Product	Quantity to be supplied	Detail technical specification to be mentioned	Price Range (In Rs.)
Blanket	1000 piece	a. Size-54 inches x 84 inches b. Weight- 1700 to 1900 grams with stitched boarder	250-300

The undersigned reserve the right to reject any or all the quotations without assigning any reason thereof.

  
COLLECTOR, GAJAPATI

Memo No. 1395 /2018

Date 27/10/18

Copy along with soft copy in PDF file to the District Informatics Officer, NIC, Gajapati for information and web hosting the same in the Gajapati District website [www.gajapati.nic.in](http://www.gajapati.nic.in)

  
District Welfare Officer,  
Gajapati

Memo No. 1396 /2018

Date 27/10/18

Copy to the Executive Officer, Parlakhemundi Municipality/NAC Kasinagar for information and necessary action. They are requested to display the same in their office notice board for wide publicity.

*SDI*  
*27/10/18*  
District Welfare Officer,  
Gajapati

Memo No. 1397 /2018

Date 27/10/18

Copy to the all Block Development Officers/ Tahasildars of Gajapati District for information and necessary action. They are requested to display the same in their office notice board for wide publicity.

*SDI*  
*27/10/18*  
District Welfare Officer,  
Gajapati

Memo No. 1398 /2018

Date 27/10/18

Copy submitted to Additional Magistrate, Gajapati / Project Director, DRDA Gajapati/ Sub-collector, Parakhemundi/ Project Administrator, Paralakhemundi for information and necessary action. They are requested to display the same in their office notice board for wide publicity.

*SDI*  
*27/10/18*  
District Welfare Officer,  
Gajapati

Memo No. 1399 /2018

Date 27/10/18

Copy submitted to the members of Tender Committee for information and necessary action. They are requested to attend the Tender Committee meeting on 01.11.2018 at 3PM at Conference Hall, Collectorate, Parlakhemundi

*SDI*  
*27/10/18*  
District Welfare Officer,  
Gajapati

Memo No. 1400 /2018

Date 27/10/18

Copy to PA to Collector-cum-Chairperson, Gajapati for favor of kind information of the Collector.

*SDI*  
*27/10/18*  
District Welfare Officer,  
Gajapati

Memo No. 1401 /2018

Date 27/10/18

Copy forwarded to Advertising Manager, The Sambad/ The Samaj and, The New Indian Express with a request to publish the same advertisement with shortest space (one day) as per the Govt. approved rate.

*SDI*  
*27/10/18*  
District Welfare Officer,  
Gajapati

TERMS AND CONDITIONS:

1. The document from quotation containing general bid information and terms & conditions can be downloaded from the district website [www.gajapati.nic.in](http://www.gajapati.nic.in). from 28.10.2018 to 01.11.2018 Up to 5.00 PM. The bidder should deposited Rs. 6,000/- Six thousand only in shape of account payee bank draft drawn from any nationalized bank in favor of District Welfare Officer, Gajapati, Paralakhemundi and payable at Paralakhemundi towards cost of Tender Paper.
2. The sealed documents should reach the undersigned on or before 01.11.2018 by 5.00 P.M by Registered Post/Speed Post or by hand only and will be opened on 02.11.2018 at 11.00 A.M. in the Office of the Conference Hall Collectorate, Gajapati in the presence of the bidders or their authorized representatives.
3. The Bidder should deposit an amount of Rs. 30,000/-towards EMD in shape of Bank Draft duly pledged in favor of District Welfare Officer, Gajapati. The quotations submitted without EMD will be rejected. After completion of tender process the EMD will be refunded to the unsuccessful bidders.
4. The general information and bid sheet should be filled up legibly without any correction/over writing. The rates should be written both in words and figures in the quotation.
5. The rates quoted should be inclusive of all taxes, loading and unloading, transportation charges to the Block points as per supply order.
6. The successful Authorized Dealers/ Manufacturers should supply the materials within seven days' time from the date of issue of order by the undersigned, failing which the order shall be stand cancelled automatically.
7. The supplier has to bear the loss or damage if any during the transit of materials to the concerned office.
8. The interested Manufacturers /Authorized Dealers submitting Quotations should have clearance Certificate under different Tax provision (GST, IT etc.) The quotation should submit the copy of valid (GST, IT etc.) registration certificate and PAN Card along with the quotation paper. The Manufacturers /Authorized Dealers shall have to produce the original documents before the Tender Committee for verification
9. Payment shall be made by District Welfare Officer, Gajapati against the successful delivery of the materials and submission of bill.
10. The tender should super scribed as TENDER FOR SUPPLY OF BLANKET on the top of the envelop.

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11. The quotations received beyond the stipulated date and time and incomplete quotations in any respect shall not be taken into consideration and liable for rejection. The undersigned shall not be responsible for any postal delay.
12. The competent authority is not bound to accept the lowest tender and may reject any or all the tenders without assigning any reason thereof.
13. The samples of materials should be produced at the time of opening of the quotation for consideration by purchasing committee. The samples which are approved by the committee will be retained till completion of the order another non-approved samples will be returned back to the suppliers.
14. The quality of materials to be supplied will be same & equal as per samples approved by the committee.
15. After the delivery at the destination, samples of the item shall be compared with the master sample. In case of failure to supply indented items or there is deviation in specification, the supplier shall be notified to take back the consignment and the EMD will be forfeited along with other legal actions as may be deemed appropriate.
16. The undersigned reserves the right to reject or cancel any or all quotations without assigning any reason thereof.
17. Eligibility Criteria for Tenderer:
  - a. The Quotationer shall be a manufacturer dealer of blanket.
  - b. Annual Turn Over shall not be less than Rs.50 lakhs in each of the last three years.
  - c. Must have registered under GST
  - d. Must have valid Manufacturing License issued by competent authority in case of manufacture-bidder.
  - e. Must not be under declaration of ineligibility.
  - f. Outside manufacturers who do not have any branch inside Odisha and have not made any transaction inside Odisha but are participating in the tender shall produce an affidavit to that effect.
  - g. All the document copies submitted with the quotations should be self-attested by the quotationer.

Collector, Gajapati

## TENDER DOCUMENT FOR SUPPLY OF BLANKET

TECHNICAL BID

1	(In case of company / firm, Authorisation letter be enclose)			
2	Address for correspondence: (With Tel. No. /Fax. No. with STD code, Mobile)			
3	License with up to date renewal of the Manufacturing Unit, issued by the Directorate of factories. ( Attested photo copy of license shall be attached, in case of manufacturer - bidder)			
4	Photo copy of Certificate of registration with sale tax authorities (Self-attested photo copy of certificate shall be attached XGST)			
5	PAN No			
6	Annual Financial Turn over (Rupees in lakhs)	2015-16	2016-17	2017-18
7	Self-attested copies of income Tax Returns for the FY 2015-16, 2016-17 & 2017-18 to be attached			
8	Self-attested copies of VAT return for the said three years to be attached			
9	Specification of Blanket			
10	Particulars of E.M.D. deposited			
11	Cost of Tender Document			

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Signature of Tenderer

**TENDER DOCUMENT FOR SUPPLY OF BLANKET**

**SELF DECLARATION**

Date:

Ref:

To

Collector, Gajapati (Welfare Section)  
Gajapati Collectorate, Paralakhemundi  
Odisha, Pin-761200

In response to the tender notice no \_\_\_\_\_, Dt: \_\_\_\_\_ Ms. /Mr. \_\_\_\_\_ as  
a \_\_\_\_\_, I / We hereby declare that our company is having unblemished  
past record and was not declared ineligible for corrupt & fraudulent practices either  
indefinitely or for a particular period of time.

Signature of the Bidder

Date

Pace

SDA  
27/10

**TENDER DOCUMENT FOR SUPPLY OF BLANKET**

**Letter of authorization**

Date:

Ref:

To

Collector, Gajapati (Welfare Section)  
Gajapati Collectorate, Paralakhemundi  
Odisha, Pin-761200

Ms. /Mr. \_\_\_\_\_ is hereby authorized to sign relevant documents on behalf of the Company in dealing with invitation reference No. \_\_\_\_\_, Dtd: \_\_\_\_\_. She /He is also authorized to attend meetings & submit technical & commercial information as may be required by you in the course of processing above said application.

Thanking you,

Authorized

Signatory

Representative's Signature

Signature attested

SA  
27/10

