

# **INTEGRATED TRIBAL DEVELOPMENT AGENCY: KARANJIA**

e-mail: itdakja@nic.in

No. \_\_\_ 154 \_\_\_\_\_/ITDA(KJA) Dated 11/02/2020

## **Tender Call Notice**

Sealed Tenders in plain paper are invited from the intending reputed registered Firms/ Suppliers ( having branded company authorization/ branded company authorized dealers may be preferred subject to favourable cost and quality) for supply of different category of items such as “ ((i) Water Purifier with R.O. System (ii) Inverter with Battery (iii) Sanitary Incinerator (iv) Mattress (v) Washing Machine to be supplied to the SSD Hostels/Schools in Panchpir Sub-Division as decided by the Sub-Divisional Level Purchase Committee for the current Financial Year 2019-20 .

Categorically Items wise specification is mentioned as follows. The bidder has to super scribe on the Envelop for which item or category of items, he/she intends to participate in the tender.

### **TENDER DOCUMENTS** **IMPORTANT INFORMATION TO THE BIDDERS.**

1	Availability of Tender	<a href="http://www.mayurbhnaj.nic.in">www.mayurbhnaj.nic.in</a>
2	Date and Time for submission of the Tender documents by Speed Post/ Registered post only.	Last date 26.02.2020 upto 2.00 P.M.
3	Earnest Money deposit (Refundable )	EMD Rs..... (Rupees ..... ) only separate for each category of items as mentioned below will be deposited.
4	Non refundable paper cost	Separate for each category of items as mentioned below.
5	(i) Technical Bid	Duly filled in and to be opened at 03.30 P.M. on 26.02.2020
	(ii) Financial Bids of eligible Tenderer	Financial Bids of the bidders will be opened of those who would qualify in Technical bid. In financial bid sample is must along with quoted price.
	(iii) Venue	ITDA, Karanjia , Dist . Mayurbhanj
6	Category of Materials to be supplied : <b>((i) Water Purifier with RO System (ii) Inverter with Battery (iii) Sanitary Incinerator (iv) Mattress (v) Washing Machine (vi) Fire Extinguisher</b>	The materials are to be supplied within 15(Fifteen) days from the date of placement of order , failing which order will be automatically cancelled and EMD will be forfeited.

As regards Earnest Money deposit and Non refundable paper cost for different category of items.

Sl. No	Category of Items	Earnest Money deposit	Paper cost	Required Documents to be submitted in the envelop of Technical Bid.
<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>
1	<b>Water Purifier with RO system</b>	20,000/-	2000/-	<p>(i) Valid company authorisation/E.P.M. rate contract/M.S.M.E. Registration Certificate of the item</p> <p>(ii) Provisional Registration Certificate of GST</p> <p>(iii) Copy of PAN Card.</p> <p>(iv) IT Returns of last three years.</p> <p>(v) Audit Report of last one year.</p> <p>(vi) Experience if any in Govt. Supply . ( not mandatory ) .</p>
2	<b>Inverter with Battery</b>	20,000/-	2000/-	<p>(i) Valid company authorisation/E.P.M. rate contract/M.S.M.E. Registration Certificate of the item</p> <p>(ii) Provisional Registration Certificate of GST</p> <p>(iii) Copy of PAN Card.</p> <p>(iv) IT Returns of last three years.</p> <p>(v) Audit Report of last one year.</p> <p>(vi) Experience in Govt. Supply if any ( not mandatory ) .</p>
3	<b>Sanitary Incinerator</b>	6,000/-	1000/-	<p>(i) Valid company authorisation/E.P.M. rate contract/M.S.M.E. Registration Certificate of the item</p> <p>(ii) Provisional Registration Certificate of GST</p> <p>(iii) Copy of PAN Card.</p> <p>(iv) IT Returns of last three years.</p> <p>(v) Audit Report of last one year.</p> <p>(vi) Experience in Govt. Supply if any ( not mandatory ) .</p>
4	<b>Mattress</b>	15,000/-	2000/-	<p>(i) Valid company authorisation/E.P.M. rate contract/M.S.M.E. Registration Certificate of the item</p> <p>(ii) Provisional Registration Certificate of GST</p> <p>(iii) Copy of PAN Card.</p> <p>(iv) IT Returns of last three years.</p> <p>(v) Audit Report of last one year.</p> <p>(vi) Experience in Govt. Supply if any ( not mandatory ) .</p>

5	Washing Machine	15,000/-	2000/-	<p>(i) Valid company authorisation/E.P.M. rate contract/M.S.M.E. Registration Certificate of the item  (ii) Provisional Registration Certificate of GST  (iii) Copy of PAN Card.  (iv) IT Returns of last three years.  (v) Audit Report of last one year.  (vi) Experience in Govt. Supply if any ( not mandatory ) .</p>
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## **TERMS & CONDITIONS AND GENERAL INSTRUCTIONS FOR BIDDERS.**

### **1. Procedure**

- (a) The Bid has been invited under two bid system i.e. “Technical Bid” and Financial Bid” . The interested bidders are advised to submit two separate sealed envelopes super scribing Technical Bid and Financial Bid for each item.
- (b) Technical Bid and Financial Bid- The bidders have to fill up the Technical Bid form (Format –A) (copy enclosed ) and submit with a separate envelope with all self- attested documents. Similarly , the Financial Bid form has to be filled in as per prescribed form (Format –B) (copy enclosed ) and to be submitted in separate envelop.
- (c) The Tender should be addressed to the Project Administrator, ITDA, Karanjia , At/Po- Karanjia, Dist- Mayurbhanj , Odisha, PIN-757037 and super scribing as “Tender for Supplying .....  
.....(name of the item /category )
- (d) The Tenderer / Firms have to submit EMD in shape of Demand Draft Payable to Project Administrator, ITDA, Karanjia , At/Po- Karanjia, Dist- Mayurbhanj with Technical Bid.
- (e) The interested Bidders have to enclose self-attested photocopy of the following valid documents with technical bid such as :
- (i) Valid company authorization / EMP rate contract /MSME Registration Certificate of the item if any ( not mandatory)
  - (ii) Provisional Registration Certificate of GST.
  - (iii) Copy of PAN Card.

- (iv) IT Returns of last three years.
  - (v) Audit Reports of last one year.
  - (vi) Experience in Govt. supply if any (not mandatory )
  - (vii) Bank Account numbers ( Cancelled cheque )
  - (viii) Declaration as per Format 'C' (copy enclosed)
- (f) The bidders who meet the qualitative requirement specified in the Technical Bid will only be considered for participating in the Financial Bid. The technically disqualified bidders will not be entertained in the Financial Bid.
- (g) Non refundable paper cost as mentioned for each separate category in shape of Demand Draft , payable to the Project Administrator , ITDA, Karanjia , Dist- Mayurbhanj should be attached in the Technical Bid and therefore, those tenderer / suppliers who are interested to participate in the tender process , are instructed to attach Demand draft towards paper cost in favour of Project Administrator , ITDA, Karanjia , Dist- Mayurbhanj in the Technical Bid through downloading the tender paper and details of terms and conditions from the website [www.mayurbhnaj.nic.in](http://www.mayurbhnaj.nic.in). Without demand draft of the paper cost , the tender paper shall not be accepted and liable to be rejected.
- (h) **The Committee reserves the right to reject or cancel the tender / quotations or Supply orders without assigning any reason thereof,**
- (i) **The Tenderers should quote rate for each items/ article given in the tender schedule.**
- (j) The Tenderers / Suppliers should submit one sample of the quoted rate.**(Single Sample , Single rate)**
- (k) The Bidders are required to furnish the quotation price of each items. But the Committee has reserved the right to consider or select the article basing upon the qualitative product & price..
- (l) The rate must be inclusive of **all taxes and transportation,** to the **School/ Hostels of Panchpir- Sub- Division** ,. But the bidder must intimate the office of the PA, ITDA, Karanjia for quality verification of the sample by the quoting verifying committee and then further distribution to the School/ Hostel points as per requirement.
- (m)The items should be delivered in full and good conditions.

- (n) On failure to supply the items, within stipulated period, the order will stand automatically cancelled and EMD, so deposited by her/ him will be forfeited to Govt.
- (o) Supply of article other than sample approved by the Purchase Committee will warrant cancellation of Supply Order and forfeiture of EMD.
- (p) The successful bidder have to **submit a Fixed deposit of Rs 30,000/- or 5% of the estimated cost of the items for which the firm is placed with orders , for each category** of items, which shall be pledged to the Project Administrator , ITDA, Karanjia , towards security deposit for 1 year of supply of the items. After submission of the security deposit, supply order will be issued.
- (q) There shall be no compromise on the quality of materials as approved by Purchase Committee.
- (r) The Committee is not bound to accept/ select L-1 with low quality product, The best quality item with reasonable price limit, will be the criteria of selection

## **2. Submission and opening of Tender.**

**Samples are mandatory (in case of huge item committee decision is final),** without samples tender will not be accepted.

The interested bidders may submit the tender document completely in all respect along with EMD, Non-refundable paper-cost and other requisite documents on or before dt. 26.02.2020 up to **2.00 P.M** addressed to the Project Administrator , ITDA, Karanjia , At/Po- Karanjia, Dist- Mayurbhanj, Odisha, PIN-757037 by Registered Post/ Speed Post. The Technical bids shall be opened on the same date at **3.30 PM** in the **office of the Project Administrator , ITDA, Karanjia, Dist- Mayurbhanj** in presence of bidders or authorised representatives of the bidders.

The Administration shall not be held responsible for any Postal delay.

The bid received by the authority after the prescribed Time and dateline will not be opened or considered. Thus, the same is deemed to be rejected.

The authority reserves the right to cancel, approve or alter the terms and conditions without assigning any reason thereof.

Enclosures: - **Format- A, B & C**

Sd/-11.02.2020  
**Project Administrator ,  
ITDA, Karanjia**

**Memo No. ....154(2)...../ITDA(KJA) Dt.11/02/2020**

Copy submitted to the Collector & District Magistrate, Mayurbhanj, Baripada /  
The Director ST , ST & SC Development Department , Odisha, Bhubaneswar for  
favour of kind information.

Sd/-11.02.2020  
Project Administrator  
I.T.D.A., Karanjia

**Memo No. ....155...../ITDA(KJA) Dt.11/02/2020**

Copy forwarded to the DIO , NIC, Mayurbhanj , Baripada for information and necessary  
action. Hi is requested to upload the advertisement in the District Website for wide publicity .

Sd/-11.02.2020  
Project Administrator  
I.T.D.A., Karanjia

**Memo No. ....156...../ITDA(KJA) Dt.11/02/2020**

Copy forwarded to the Sub-Collector , Panchpir, Karanjia / General Manager, DIC,  
Mayurbhanj / BEO, Karanjia / Sub- Treasury officer , Karanjia / Asst. Executive Engineer, ITDA  
Karanjia WEO, Karanjia, Jashipur , Raruan , Sukruli & Thakurmunda/ Headmaster , Tato Govt.  
High School, Tato . They are requested to attend this Office at the time of tender opening  
3.30 P.M. onwards on **26.02.2020** to finalise the tenders .

Sd/-11.02.2020  
Project Administrator  
I.T.D.A., Karanjia

**Memo No. ....157...../ITDA(KJA) Dt.11/02/2020**

Copy forwarded to the P.A. I.T.D.A. , Baripada / Kaptipada (Udala) / Rairangpur / All  
B.D.Os of Panchpir Subdivision, Karanjia / E.E. RWD, Baripada / E.E., RWD, Karanjia / E.E.  
(R & B), Baripada / E.E. (R & B) Rairangpur/ E.E. Deo Head Works Division , Karanjia / E.E.  
M.I. Division , Jashipur / E.E. RWS& S Baripada / E.E. RWS&S Rairangpur / E.E. P.H. (Urban)  
, Baripada / Sub-Collector , Panchpir, Karanjia / E.O. , N.A.C, Karanjia for information and  
necessary action with a request to display the Tender Call Notice in their office Notice Board .

**Sd/-11.02.2020**  
Project Administrator  
I.T.D.A., Karanjia.

**FORMAT-A**  
**APPLICATION-TECHNICAL BID**

1	Name of the Bidders	.....
2	Details of earnest money deposit	DDNo. _____ __ date _____ of Rs. _____ _____ drawn on bank _____ _____
3	Name of proprietor	
4	Full address of Registered Office	
5	Full address of Operating /Branch Office	
6	Name and Telephone authorized officer	
7	Registration Certificate any such equivalent certificate in support of formation / recognition of the bidder organization obtained from the Govt. authority	YES/NO
8	Valid company authorisation / E.P.M. rate contract / M.S.M.E. Registration Certificate of the item .	YES/NO
9	Provisional Registration Certificate of GST	YES/NO
10	Copy of PAN card attached	YES/NO
11	IT Return of last three years.	YES/NO
12	Audit Report of last one year.	YES/NO
13	Experience in Govt. Supply if any( not mandatory)	YES/NO
14	Bank Account No & Copy of cancelled cheque	YES/NO
15	Declaration as per format -C	YES/NO
16	Non-refundable Paper Cost in shape of Demand Draft	YES/NO

Place :  
Date :

Bidders Official Signature  
Name & Designation with Rubber  
Stamp/Official seal of the firm

**FORMAT-B(I) (Water Purifier )**

**APPLICATION-FINANCIAL BID**

<b>SI No</b>	<b>Name of the articles</b>	<b>Description</b>	<b>Maximum price limit (Rs)</b>	<b>Rate quote (Rs)</b>
<b>1</b>	<b>Water Purifier</b>	<b>(1) Technology : Alkaline RO + UV+LED Display (2) Purification Capacity : Upto 80 Litres per hour (3) Storage : 150 Litres (4) Weight : 70 Kg (Approx ) (5) Product Dimension (inch) : 50.5 (H) x 29.1(W) x 32.3 (L) (6) Input Voltage : 100-300 Volt AC (50 Hz) (7) Operating Voltage : 24 Volt (DC) (8) Min. Inlet pressure / Temp : 0.3 Kg/Cm2 , 10 C (9) Storage Technology : Normal Water  ( with complete delivery, installation and functional at the school/Hostel point)</b>	<b>1,05,000/- (Rupees One lakh five thousand ) only</b>	

Note: - Bid documents and Samples of all the items quoted by the bidders/ firm should be submitted before opening of the tender.

Total no. of correction :- .....

Total no. of overwriting :- .....

Total no. of interpolation :- .....

Place :  
Date :

Bidders Official Signature  
Name & Designation with Rubber  
Stamp/Official seal of the firm



**FORMAT-B(II) (Inverter with Battery)**

**APPLICATION-FINANCIAL BID**

<b>Sl No</b>	<b>Name of the articles</b>	<b>Description</b>	<b>Approximate price limit (Rs)</b>	<b>Rate quote (Rs)</b>
<b>1</b>	<b>Inverter with Battery</b>	<b>4 KVA inverter with 150 AH 4 Nos. Tall Tubular Batteries ( with complete delivery, installation and functional at the school/Hostel point)</b>	<b>65000/- (Rupees sixty five thousand ) only.</b>	

Note: - Bid documents and Samples of all the items quoted by the bidders/ firm should be submitted before opening of the tender.

Total no. of correction : - .....

Total no. of overwriting : - .....

Total no. of interpolation : - .....

Place:

Date:

Bidders Official Signature  
Name & Designation with  
Stamp/Official seal of the firm

**FORMAT-B(III) (Sanitary Incinerator)**

**APPLICATION-FINANCIAL BID**

<b>SI No</b>	<b>Name of the articles</b>	<b>Description</b>	<b>Maximum price limit (Rs)</b>	<b>Rate quote (Rs)</b>
<b>1</b>	<b>Sanitary Incinerator</b>	<b>Wall mounted , Auto cut-off, Electrically safe, ceramic insulated, Capacity to destroy upto 30 Napkins at a time . ( with complete delivery, installation and functional at the school/Hostel point)</b>	<b>30,000/- (Rupees thirty thousand) <u>only</u></b>	

Note: - Bid documents and Samples of all the items quoted by the bidders/ firm should be submitted before opening of the tender.

Total no. of correction : - .....

Total no. of overwriting : - .....

Total no. of interpolation : - .....

Place :

Date :

Bidders Official Signature  
Name & Designation with Rubber  
Stamp/Official seal of the firm

**FORMAT-B(IV) (Mattress )**

**APPLICATION-FINANCIAL BID**

<b>SI No</b>	<b>Name of the articles</b>	<b>Description</b>	<b>Maximum price limit (Rs)</b>	<b>Rate quote (Rs)</b>
<b>1</b>	<b>Mattress</b>	<b>Best Quality branded coir mattress, size 72`` x30`` x 4``</b>	<b>3,000/- (Rupees three thousand )<u>only</u></b>	

Note: - Bid documents and Samples of all the items quoted by the bidders/ firm should be submitted before opening of the tender.

Total no. of correction :- .....

Total no. of overwriting :- .....

Total no. of interpolation :- .....

Place :  
Date :

Bidders Official Signature  
Name & Designation with Rubber  
Stamp/Official seal of the firm

**FORMAT-B (V) (Washing Machine)**

**APPLICATION-FINANCIAL BID**

<b>SI No</b>	<b>Name of the articles</b>	<b>Description</b>	<b>Maximum price limit</b>	<b>Rate quote (Rs)</b>
<b>1</b>	<b>Washing Machine</b>	<b>1. Branded Machine having at a time washable capacity of Wash (21 Kg) + Dry (12 Kg) 2. Top Wash (3.5 Kg) 3. 1100 RMP 4. Digital Inverter Motor 5. Eco Bubble 6. Air Wash TM 7. VRT Plus TM 8. Interior Drum Light 9. Smart Check 10. Bubble Soak 11. Quick Wash 12. Eco Drum Clean  ( with complete delivery, installation and functional at the school/Hostel point)</b>	<b>1,48,000/- (Rupees one lakh forty eight thousand ) only</b>	

Total no. of correction :- .....

Total no. of overwriting :- .....

Total no. of interpolation :- .....

Place :  
Date :

Bidders Official Signature  
Name & Designation with Rubber  
Stamp/Official seal of the firm

**FORMAT-C**  
**Declaration**

1. I, \_\_\_\_\_ Son/ Daughter/  
Wife of Sri \_\_\_\_\_ proprietor/  
Authorized signatory of the bidders, mentioned above, are competent to sign  
this declaration and execute this tender document.
2. I have carefully read and understood all the items and conditions of the tender  
and undertake to abide by them.
3. The information/ documents furnished along with the above application are  
true and authentic to the best of my knowledge and belief. I/ we am/are well  
aware of the fact that furnishing of any false information/ fabricated document  
would lead to rejection of my tender at any stage besides liabilities towards  
proceeding under appropriate law.
4. I also certify that our firm has not been black listed by Central/ State  
Government/ Board/ Corporation/ autonomous body under administrative  
control of Central or State Government etc.
5. This is also certified that neither myself nor organization will indulge in any  
corrupt practices so far as this bidding is concerned.

Place  
Date

Bidders Official Signature  
Name & Designation with Rubber  
Stamp/Official seal of the firm