

OFFICE OF THE COLLECTOR & DISTRICT MAGISTRATE: NUAPADA
(ST & SC Development Section)

Tender Notice

No. 1142 / SSD, Date- 21.05.18

Sealed tenders are invited from the intending reputed and GST registered manufacturing companies/ authorised suppliers/ authorised dealers for supply of "the following items for use in the Schools / Hostels managed by the ST & SC Development Department in Nuapada district. The tender papers can be purchased from the District Welfare Office, Nuapada up to **11.00 AM of Dt. 11.06.2018** on payment of cost as mentioned below. The tenderer may send the sealed tender through **Regd. Post /Speed Post** only which should reach the office of the Dist. Welfare Officer, Nuapada on or before **1.00 PM of Dt. 11.06.2018**. The sealed tenders will be opened on **Dt 12.06.2018 at 9.30 AM** in presence of the tenderers / their authorised agents in the Sadhabana Sabha Gruha, Collectorate, Nuapada. The undersigned reserves the right to negotiate or reject any or all the tenders without assigning any reasons thereof. Further details including terms and conditions can be obtained by downloading from the Website of Nuapada District-<http://www.nuapada.nic.in>.

Sl. No.	Name of the Items	Quantity	Cost of Tender Paper (including 12% GST)
1	Coir Mattress of size 76" X 36" X 3" and 76" X 36" X 2"	5000 Nos.	Rs.11200.00
2	Cotton Bed Sheets 90" X 48"	5000 Nos.	Rs. 6720.00
3	Plastic Buckets (16 Ltrs), Plastic Mugs (Big) & Toilet cleaning Brush	650 Nos. each	Rs. 2240.00
4	Utensils		
(a)	Aluminium Gunj 54 Size	20 Nos	Rs. 2240.00
(b)	Aluminium Kadhei 30 size	20 Nos	
(c)	Iron Frying Handle (Big size)	57 Nos	
(d)	Serving Spoon (Stainless steel)	200 Nos	
(e)	Aluminium Bucket (16 Ltrs)	450 Nos	
5	Asan Pati made of jute (15"X180")	500 Nos	Rs. 672.00

[Signature]
Collector Nuapada

Memo No. 1143 /Date: 21.05.18

Copy forwarded to Sub-Collector, Nuapada / all Block Development Officers / all Tahasildars / DI&PRO, Nuapada for information with request to display the above notice in their Notice board for wide publication.

[Signature]
Collector Nuapada

Memo No. 1144 /Date: 21.05.18

Copy forwarded to the Advertising Manager, "The Sambad" Sambalpur and "The Samaj" Sambalpur for publication in one Edition in one day only in size of 8 cm x 10 cm column and submit bill in the Govt. approved rates for payment.

[Signature]
Collector Nuapada

Memo No. 1145 /Date: 21.05.18

Copy to DIO, NIC, Nuapada for information and necessary action. He is requested to upload the details including terms and conditions in the official website of Nuapada district for wide publication.

[Signature]
Collector Nuapada

Detailed Terms and Conditions
for submission of Tender Paper by the Bidder(s)
for supply of amenities to the Schools managed by ST & SC Development Department of
Nuapada District vide Tender Call Notice No. ~~1142~~/SSD Dt. 21.05.18.

1. Sealed tenders are invited from the intending reputed and GST registered manufacturing companies/ authorised suppliers/ authorised dealers/ resellers for supply of "the following materials for use in ST & SC Dev. Department Schools and Hostels of Nuapada District.

Sl. No.	Name of the Items	Quantity	Cost of Tender Paper (including 5% VAT)
1	Coir Mattress of size 76" X 36" X 3" and 76" X 36" X 2"	5000 Nos.	Rs.11200.00
2	Cotton Bed Sheets 90" X 48"	5000 Nos.	Rs. 6720.00
3	Plastic Buckets (16 Ltrs), Plastic Mugs (Big) & Toilet cleaning Brush	650 Nos. each	Rs. 2240.00
4	Utensils		Rs. 2240.00
(a)	Aluminium Gunj 54 Size	20 Nos	
(b)	Aluminium Kadhei 30 size	20 Nos	
(c)	Iron Frying Handle (Big size)	57 Nos	
(d)	Serving Spoon (Stainless steel)	200 Nos	
(e)	Aluminium Bucket (16 Ltrs)	450 Nos	
5	Asan Pati made of jute (15"X180")	500 Nos	Rs.672.00

In the case of participation of the manufacturing company in the tender process the tender of the authorised dealers of that company shall be ignored. However after finalisation of the contract the manufacturing company may engage any or some of its authorised dealers having GST registration for supply of the items / materials at the approved rates.

2. The tenderers are to submit separate tender for each item.

3. The tender papers can be purchased from the District Welfare Office, Nuapada on payment of cash as mentioned above which is not refundable, up to 11.00 AM of date 11.06.2018 during the office hours on any working day. **The tender papers can also be downloaded from the District website and submitted along with the above costs in shape of Bank Draft / Bankers cheque to be drawn in favour of Dist. Welfare Officer, Nuapada payable at State Bank of India, Nuapada.**

The tender paper for supply of each item / materials should be submitted separately, and the envelop should be superscribed with the name of the item for which the tender has been submitted. Like **TENDER PAPERS FOR SUPPLY OF**

4. The sealed tender duly completed in all respect and supported with all required documents should reach the office of the Dist. Welfare Officer, Nuapada on or before

date 11.06.2018 up to 1.00 P.M. through Registered post / speed post only.

5. Tenders received beyond the stipulated date and time and without the required documents shall be liable for rejection. The undersigned shall not be held responsible for any postal delay.
6. All the Tender Papers received within the stipulated date and time shall be opened by the District Purchase Committee on **Date 12.06.2018 at 9.30 AM.** in presence of the tenderers or their authorised agents in the Sadhabana Sabha Gruha, Collectorate, Nuapada.
7. The rates quoted should be inclusive of all Taxes with transportation charges. At the time of selection importance will be given to quality of the items.
8. The tenderers should bring maximum 02 samples of the item / material for which the rate quoted along with the original Company brochures with authorisation letters if any for scrutiny at the time of opening of the tenders.
9. The undersigned reserves the right to negotiate or reject any or all the tenders in the interest of the Govt. without assigning any reason thereof. Any dispute in this matter will be settled up within the Jurisdiction of Nuapada District.
10. Further details including terms and conditions can be obtained by downloading from the Website of Nuapada District-<http://www.nuapada.nic.in>.
11. The items/ materials should be delivered at the Office of the Dist. Welfare Officer, Nuapada. The required quantity of items will be intimated later on.
12. The tenderers have to deposit EMD / Security as mentioned against each item below in shape of Bank TDR duly pledged in favour of the Dist. Welfare Officer, Nuapada, failing which the tender will be rejected out rightly.

Sl. No.	Name of the Items	EMD / Security to be deposited along with the tender paper.
1	Coir Mattress of size 76" X 36" X 3" and 76" X 36" X 2"	Rs. 200000.00
2	Cotton Bed Sheets 90" X 48"	Rs. 20000.00
3	Plastic Buckets (16 Ltrs), Plastic Mugs (Big) & Toilet cleaning Brush	Rs. 7800.00
4	Utensils	Rs. 8500.00
(a)	Aluminium Gunj 54 Size	
(b)	Aluminium Kadhei 30 size	
(c)	Iron Frying Handle (Big size)	
(d)	Serving Spoon (Stainless steel)	
(e)	Aluminium Bucket (16 Ltrs)	
5	Asan Pati made of jute (15"X180")	Rs. 2500.00

13. The EMD / Security so deposited by the unsuccessful bidder(s) will be refunded soon after the tender process is over.

14. The successful tenderer should supply the items / materials within 30 (Thirty) days from the date of receipt of purchase order at the office of the Dist. Welfare Officer, Nuapada. If the tenderer fails to supply the same within the stipulated period the order would stand automatically cancelled and the EMD / Security will be forfeited.

15. The sealed tender in the proforma below should accompany with the attested photocopies of the following documents.

- a) PAN Card copy
- b) GST Registration Certificate.
- c) Dealer ship certificate / reseller letter from the Company/ printed company rate of items for which the rate has been quoted.
- d) DGS&D circular if any.
- e) Any other relevant documents lawfully required by the committee.
- f) **Original Money Receipt** of District Welfare Officer, Nuapada towards purchase of Tender Paper must be enclosed with the Tender Paper.
- g) Brands in case of Mattresses to be specified with Authorization Certificate of the company concerned..
- h) Free service facilities/ service facilities available for the product.

The original documents shall be produced at the time of execution of agreement if any for supply of the items.

16. The tender papers received after the stipulated date and time or without all required documents shall be liable for rejection and will not be entertained. The authority shall not be held responsible for any postal delay.

17. The tenderer should bear the responsibility for supply of the materials/ items to the Office of the DWO, Nuapada and he should bear the loss or damage during transit or compensation to the labourers engaged during supply.

18. The selected Party/ Parties [(Bidder(s))] shall enter in to an **agreement** with the Collector, Nuapada/ Officer authorized by him soon after the selection procedure is completed.

19. The dealers/ distributors should not compete for the particular item/ material when the factory/ manufacturing industry of the said products comes forward to file tenders for supply, in that case, the tender of other dealers/ distributors will be liable for rejection without assigning any reason thereof.

20. In case of dealer/ distributor applying tender for an item manufactured by other company, the tenderer must attach along with the tender paper, authorisation certificate and certificate of confirmation of extending required warranty of the product from the concern manufacturer without which the tender will be rejected.

21. The authority reserves the right to reject/ cancel any or all the tenders without assigning any reason thereof.

22. The decision of the Collector, Nuapada is final and bound to all.

23. The tender must be submitted in the following format.


District Welfare Officer,
Nuapada

FORMATE FOR TENDER PAPER

1. Name of the Tenderer:

2. Detailed address of the Tenderer with Phone No.

3. Misc. Receipt No. & Date in support of purchase of Tender Paper/ Demand Draft No., date and amount in case of downloading the tender paper.

4. Details of EMD/Security deposited.

Sl.No. of the Item as per Tender Call Notice.	Detail particulars of the item / material to be supplied	Rate quoted per piece/ Kg. (in figures & Word)

5. Details of the documents enclosed.
 - i)
 - ii)
 - iii)
 - iv)
 - v)
 - vi)
 - vii)

Full signature of the Tenderer.