

OFFICE OF THE COLLECTOR AND DISTRICT MAGISTRATE: NUAPADA

(Social Security Section)

No.1578 /Date.17.10.2019

(TENDER CALL NOTICE FOR SUPPLY OF ARTICLES AS PER LIST)

Sealed tenders are invited from the intending Registered Firms/ Supplying agencies for supply of different type of pension Forms / Pass Book under Social Security Schemes to DSSO, Nuapada District.

The tender paper containing detailed terms and conditions, EMD & other statutory requirement etc. can be downloaded from the district website www.Nuapada.nic.in. The cost of tender paper is Rs.1000/- (Rupees One thousand) only which is non-refundable. Tender papers completed in all respect along with all required documents should reach in sealed cover to the District Social Security Officer, Nuapada on or before 02.11.2019 up to 3.00 P.M by Registered/ Speed post only. The tenders shall be opened on the same day at 04.00 P.M by the Collector in presence of the members of Tender Committee and tenderers or their authorized representatives. The tenders received beyond the scheduled date and time shall not be taken in to consideration.

The authority reserves the right to reject any or all the tenders without assigning any reason thereof and shall bear no liability what so ever consequent upon such decision.

By Order of Collector, Nuapada


District Social Security Officer
Nuapada

Memo No.1579 /Date.17.10.2019

Copy forwarded to the D.I.O, NIC, Nuapada for information with a request to publish the Tender Call Notice in the official website of NIC, Nuapada for wide publicity.


District Social Security Officer
Nuapada

Memo No.1580 /Date.17.10.2019

Copy forwarded to the Project Director, DRDA, Nuapada/ Sub-Collector, Nuapada/ CDMO, Nuapada/ All BDOs/ All Tahasildars/All CDPOs of Nuapada District/G.M DIC Nuapada/ All Collectors of the State of Odisha for information and necessary action with a request to display the tender notice in the Notice Board of their respective offices.


District Social Security Officer
Nuapada

Memo No.1581 /Date.17.10.2019

Copy forwarded to the Director, Govt. in SSEPD Department, Odisha, Bhubaneswar for kind information.


District Social Security Officer
Nuapada

Terms and Conditions of Tender Call Notice for supply of different type of pension Forms / Pass Book under Social Security Schemes of DSSO, Nuapada.

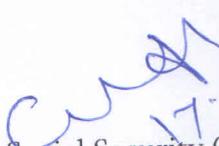
1. Sealed tenders are invited from the intending Registered Firms/ Supplying agencies for supply of different type of Forms & Pass Book to DSSO, Nuapada.
2. The tender paper containing details terms and conditions, EMD statutory requirement, etc. can be downloaded from the district website www.Nuapada.nic.in. The tender paper cost of Rs.1,000/- (Rupees One thousand) only is non-refundable.
3. Tender paper complete in all respect along with all required documents should reach in sealed cover to the District Social Security Officer, Nuapada on or before 02.11.2019 up to 3.00 P.M by Registered/ Speed post only.
4. The tender will be opened on 02.11.2019 at 04.00 P.M by the Collector, Nuapada in presence of the members of tender committee and tenderers or their authorized representatives. The tender received beyond the scheduled date and time shall not be taken in to consideration.
5. The details terms and conditions associated with the assignments of tender is mentioned at Annexure-A.
6. The tender will be in two parts i.e. Technical Bid (Part-I) and Financial Bid (Part-II). The bidders should submit their Technical bid and Financial Bid separately in two envelopes and put into another large cover superscribed as "Tender for Supply of different type of pension Forms / Pass Book under Social Security Schemes of DSSO, Nuapada".
7. Bidders who qualify Technical bid will be eligible to participate in Financial Bid.
8. The Successful bidder will deliver the materials to the Office of the DSSO, Nuapada as per requirement within 07 days from the date of receipt of Purchase order.


District Social Security Officer
Nuapada

ANNEXURE-A

Sl. No.	Terms and Conditions	Documents to be submitted
1	The intending Registered Firms/ Supplying agencies should be a bonafied registered body having valid registration No of either GSTIN or DIC.	Attested photo copy of the registration certificate.
2	The organization should be a valid and filed upto date return of last six months.	Attested photo copy of PAN Card and G.STIN and return copy.
3	It should not be a black listed organization by any Government organization	Declaration by the bidder.
4	Rates should be quoted inclusive of other charges and transportation charges etc.	Furnished in Financial Bid (Tender Form-2)
5	The district administration will have no liability regarding transportation, loading and unloading of materials indent for supply to the designated place in good condition. The defective or damaged materials if, any will be replaced by the organization.	Declaration by the bidder.
6	The tender must be accompanied with Bank Draft of Rs.1000.00 in favour of D.S.SO, Nuapada payable at AXIS Bank Nuapada towards cost of tender paper.	Draft to be enclosed
7	The tender must be accompanied with Earnest Money Deposit of Rs.2,000/- (Rupees Two Hundred) only in shape of Demand Draft pledged in favour of DSSO, Nuapada. Tenders without EMD will be liable for rejection. The EMD of unsuccessful bidder will be returned without interest on finalization of bid. EMD of successful bidder will turn in to security deposit.	Draft to be enclosed
8	Conditional tenders are liable to be rejected. The tender, which is not as per specification will not be considered.	
9	If the successful bidder fails to supply within the stipulated period i.e. 30 days from the date of receipt of the indent order, liquidated damage @ 2% per day of delay shall be deducted from the final payment.	

	The District Administration will not pay any advance payment to the organization. The organization will have to carry out the entire job on its own and the amount will be paid only after satisfactory completion of the job and submission of bill in that regard.	
11	Under no circumstance the successful tenderer shall not appoint any sub-contractor or sub-lease the contract. If it is found that the successful tenderer has violated these conditions the contract will be terminated forth with without any notice and security deposited by the tenderer shall be forfeited.	
12	The rate quoted against this tender shall remain valid up to 12 months after publication of approved rate. No request to increase in rates will be allowed or entertained during this period.	
13	Part quotation of specified quantity of an item will be rejected. However a bidder can quote for a single item alone.	
14	The Authority reserves the right to reject any or all the tenders without assigning any reason thereof and shall bear no liability what so ever consequent upon such decision.	
15	On the day of opening of Tender the tenderer will have to produce the sample of items before the committee.	
16	Quality of the product will be given due importance. The decision of the Committee on the evaluation of the material is final.	


 17.7.2019
 District Social Security Officer
 Nuapada

TENDER FORM
Part -I
(Technical Bid)

1.	Name of the Firms/Supplying Agency (In capital Letters)	
2.	Address of the Organization	
3.	Name of the authorized signatory. (in block letters)	
4.	Specimen signature of authorized signatory.	
5.	Telephone number of authorized signatory/organization	
6.	Registration No. (Attach attested copy of registration certificate issued from DIC)	
7.	PAN No. with a copy	
8.	GSTIN No. with a copy	
9.	Bank Draft of Rs.1000/- (Rupees One Thousand) only payable at DSSO, Nuapada towards cost of tender paper submitted or not.	
10.	Bank Draft of Rs.2,000/- (Rupees Two Thousand) only pledged in favour of DSSO, Nuapada towards Ernest Money Deposit (EMD).	
11.	Declaration that the Tenderer agrees to abide by all terms and conditions of tender.	
12.	Whether all documents submitted signed by the authorized signatory of the organization (Yes/No)	

DECLARATION

I/We hereby certify that the terms and conditions, specification etc. given with the tender notice have been read carefully acceptable to me/us and that the information furnished above is complete and correct to the best of my/our knowledge. I/We understand that in case of any deviation in the above statement at any stage , the Tenderer shall be blacklisted and appropriate action will be taken.

Place
Date

(Signature and seal of the authorized signatory)

TENDER FORM
Part -II
(Financial Bid)

SI No.	ITEM	SPECIFICATION	Quotated Rate per piece
1	MBPY Application Form , Both Side	Legal Size Paper, 70 GSM Paper quality	
2	NFBS Application Form 2 pages (both side)	Legal size Paper, 70 GSM Paper quality	
3	DRI Loan Application form, both side	A4 size paper, 70 GSM Paper quality	
4	Bus Pass Both Side, Post Card Size	180 GSM Paper Quality	
5	Train Pass, Single side	A4 Size, 70 GSM Paper quality	
6	Pension Pass Book ,	Multi Colour cover page (180 GSM) Inner Page (70 GSM), 3/5 Size	

(Signature and seal of the authorized signatory)

Place

Date