



# OFFICE OF THE COLLECTOR & DISTRICT MAGISTRATE, NUAPADA

No. 3288 /Niz./Date: 20/02/2025

## TENDER CALL NOTICE

Sealed Tenders are invited from intending Authorized suppliers/ Dealers having Odisha GST/ IT clearance certificate for providing branded Furniture & Fixture as per the specification given below for Collectorate & Circuit House, Nuapada. The documents of tender completed in all respects should reach this Office on or before Dt. 01/03/2025 by 11:00 AM through Registered Post/Speed Post only and shall be opened on the same day at 03:30 PM in presence of the bidders or their authorized representatives with samples in the Office Chamber of Additional District Magistrate (Gen.), Nuapada. The undersigned reserves to accept or reject the tender without assigning any reasons thereof.

For Tender Form and other Details visit: - <https://nuapada.odisha.gov.in>

### 1. Name of the Items: -

Sl. No.	Brief Description of the Items	Specification	Brand	Quantity	Base Amount Per Unit
01	Office Table	5' x 3'		09	₹ 7,500.00
02	Executive Chair		As per sample	01	₹ 15,000.00
03	Office Chair		As per sample	20	₹ 5,000.00
04	Steel Almirah (without Locker)	78" x 36" x 19"	20 gauge	24	₹ 13,000.00
05	Iron Rack	6' x 3'	Heavy	06	₹ 5,000.00
06	Book Shelf	6' x 3'	Heavy	01	₹ 15,000.00
07	Plastic Chair		Neelkamal	20	₹ 750.00

### 2. Bid Price

- The transportation charges also to be included in the Bid Price.
- All duties, taxes and other levies payable by the dealer under the contract shall be included in the total price.
- The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
- The Prices should be quoted in Indian Rupees only.

**3. Each bidder shall submit only one Tender.**

A set of Tender documents can be purchased from Nizarat Section, Collectorate, Nuapada on any working day from Dt. 20/02/2025 to Dt.28/02/2025 in between 10.00 AM to 5.30 PM or downloaded from Nuapada District Website (<https://nuapada.odisha.gov.in>) at a non- refundable tender fee of Rs.500/- payable through demand draft drawn in favour of Establishment Officer, Collectorate, Nuapada payable at SBI, Nuapada.

**4. Validity of Tender**

Tender shall remain valid for a period not less than 60 days after the deadline date specified for submission.

**5. Evaluation of Tenders**

The Purchaser will evaluate and compare the tender determined to be substantially responsive i.e. which

- a. Are properly signed and
- b. Confirm to the terms and conditions, and specifications.

The Tender would be evaluated for all the items together.

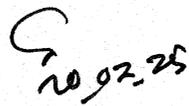
**6. Award of Contract**

**6.1.**The Purchaser will award the contract to the bidder whose tender has been determined to be substantially responsive and who has offered the lowest evaluated tender price.

**6.2.**The bidder whose bid is accepted will be notified of the award of contract by the Purchaser prior to expiration of the tender validity period. The terms of the accepted offer shall be incorporated in the purchase order.

7. Payment shall be made after delivery of the goods & installation through NEFT/RTGS after submission of the bills and vouchers.
8. Any effort by a bidder to influence the purchaser in its decision on bid evaluation or placement of purchase order may result in rejection of the bidder's offer.
9. Any legal dispute arising out of this is subject to Nuapada district jurisdiction only.
10. Notwithstanding the above, the Collector & District Magistrate, Nuapada reserves the right to accept or reject any tender and to cancel the bidding process and reject all bids at any time prior to the issue of contract letter. The bidders may be present in person or through one of their representative(s) during the opening of tenders as per the date and time fixed by the Collector & District Magistrate, Nuapada

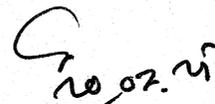
11. A sum of ₹15,000/- as EMD Amount shall be deposited by the intending bidders in shape of Account Payee Bank draft drawn in favour of Establishment Officer, Collectorate, Nuapada payable at SBI, Nuapada and submitted along with the tender. After completion of tender process, the amount EMD will be refunded to unsuccessful bidders immediately and for successful bidders the deposited amounts will be refunded to their respective accounts within 60 working days from the supply of the product.
12. The aforementioned articles should be delivered at Collectorate, Nuapada/Circuit House, Nuapada within 7 days of receipt of supply Order. No further extension will be entertained.
13. If the successful bidder fails to supply the products within the stipulated period, then the security deposit will be forfeited.
14. The 1<sup>st</sup> Lowest Bidder cannot claim to supply the articles, as the articles will be purchased as per the specification & quality.
15. The tenders are to be submitted as per two bid systems i.e. Technical Bid (**Annexure-I**) and Financial Bid(**Annexure-II**). Both the envelopes containing Technical bid and Financial bid should be put in a third sealed envelope and should be super scribed as " **Tender for Supply of Furniture & Fixture**". The Sealed tender should be addressed to the **Nizarat Officer, Collectorate, Nuapada, AT/PO-Nuapada,Dist.- Nuapada, PIN-766105.**

  
Collector, Nuapada

Memo No. 3289 / Dated. 20/02/2025

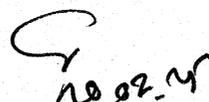
Copy of the CDO-cum-EO, Zilla Parishad, Nuapada/Sub-Collector, Nuapada/All Executive Officers of NACs in Nuapada district / All Tahsildars of Nuapada district for information and necessary action. They are requested to display the Tender Call Notice in their Notice Board for wide publicity.

Copy to Notice Board of Collectorate, Nuapada to display for wide publicity.

  
Collector, Nuapada

Memo No. 3290 / Dated. 20/02/2025

Copy along with Tender Call Notice forwarded to the **DeGM**, Nuapada for information. He is requested to upload the Tender Call Notice in the District website for wide publication.

  
Collector, Nuapada

**TECHNICAL BID**  
**(Details of the Applicant/Bidder)**

1	Name of the Bidder	
2	Full Address of Bidder's shop/showroom Telephone no. Fax No., E-mail address:	
3	Are you a Dealer/Reseller	
4	Trade Tax / Sales Tax Registration No. with Place (Copy to be attached)	
5	TIN / PAN No. (with copy of Certificate)	
6	Up to date IT return for last 03 years (Copy to be attached)	
7	Authorization Certificate of each quoted item (Copy to be attached)	
8	Cost of Tender Paper Details	DD No. _____ / Date: _____ Bank _____ / Amount: _____
9	EMD Amount in details	DD No. _____ / Date: _____ Bank _____ / Amount: _____
10	Cost of total Tender Work	₹ _____. (Rupees: _____ only)
11	Enclosed	i) ii) iii) iv) v) vi) vii) viii) ix) x)

I do hereby certify that the above-mentioned particulars are true and correct.

Date:

Place:

Full Signature of the Bidder with seal

**DECLARATION BY THE BIDDER:**

It is hereby declared that I the undersigned, have read and examined all the terms and conditions etc. of the tender document for which I have signed and submitted the bid personally/under proper lawful Power of Attorney. It is also certified that all the terms and conditions of the tender document are fully acceptable to me and I will abide by the conditions of the terms and conditions. This is also certified that our manufacturing firms have no objection in signing the purchase contract if the opportunity for the supply of the items against this tender is given to me/us.

Signature:

Date:

Name:

Address:

Designation:

**FINANCIAL BID**

Sl. No	Description of Goods	Quantity	Specification	Unit	Amount (inclusive of all taxes, transportation, fitting charges etc.,)
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					

• Gross Total Cost: ₹. \_\_\_\_\_

• Total Bid Price (including Taxes and Other) in  
 ₹. \_\_\_\_\_ (Rupees \_\_\_\_\_  
 \_\_\_\_\_ only).

**Signature of the Bidder with seal**

Name of the Firm/Agencies:

Address:

Date:

Place: