

OFFICE OF THE PROJECT DIRECTOR , ATMA, RKVY , NABARANGPUR

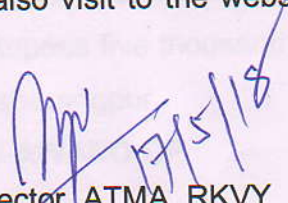
No. 267 / 2018

Date 16/05 / 2018

TENDER NOTICE

Project Director, ATMA, RKVY, Nabarangpur District invites sealed tenders in prescribed format from the bonafide Manufactures/ Authorized Dealers/ Contractors/ Distributers for supply of Furniture, UPS & LCD Projector etc for conference hall of Project Director, ATMA, RKVY, Nabarangpur. The last date of receipt of tender is date 30.05.2018 and will be opened on 31.05.2018 at 11.00 AM in the presence of Tenders or their authorized representatives. The tender paper including terms and conditions can be obtained from the office of the Project Director, ATMA, RKVY,, Nabarangpur during working hours on payment of Rs. 5000/- + 18% GST (Rupees five thousand + 18% GST) only (non-refundable) in shape of cash/demand draft drawn in favour of Project Director , ATMA,RKVY Nabarangpur payable at Nabarangpur. The tender paper with detail downloaded forms, the cost of the tender paper is to be paid in shape of demand draft. Sale of tender papers will start form date 17.05.2018 to 30.05.2018 during office hours from 7.00 AM to 1.00 PM, The tender paper in sealed cover is to be submitted at the office of the Project Director, ATMA, RKVY,, Nabarangpur.

The undersigned reserves the right to cancel/ reject any or all the tender(s) without assigning any reason thereof. For other details the bidder can also visit to the website www.nabarangpur.nic.in.


Project Director, ATMA, RKVY
Nabarangpur

OFFICE OF THE PROJECT DIRECTOR , ATMA, RKVY , NABARANGPUR

Tender Notice No. 267.....

Date 16/05/2018.....

INVITATION TO TENDER

The Project Director, ATMA, RKVY, Nabarangpur invites sealed tenders in the prescribed form from the bonafide Manufacturer/ Authorized Dealers/ Distributors for supply Furniture, UPS & LCD Projector etc, for conference hall of Project Director, ATMA, RKVY, Nabarangpur . The intended tender will be a two stage bid i.e. "Technical Bid" & "Financial Bid". The financial offer of the party / firm who has been technically qualified will only be considered. Separate tender document (both "Technical Bid" & Financial Bid") should be submitted. The last date of receipt of tender is date 30.05.2018 up to 1.00 PM and will be opened on dated 31.05.2018 at 11.00 AM by the tender Committee in the presence of the Tenderers or their authorized representatives in the office of the Project Director, ATMA, RKVY, Nabarangpur.

1. SALE OF TENDER PAPER

Prescribed Tender documents may be obtained from the office of the Project Director, ATMA, RKVY, Nabarangpur by depositing Rs 5000/- + GST (Rupees five thousand + 18% GST) only (non-refundable) either in shape of cash or demand draft drawn from any nationalized bank in favour of Project Director, ATMA, RKVY, Nabarangpur on any working day between 07 AM to 1 PM on **date 30.05.2018**. Tender papers can also be downloaded from web site: www.nabarangpur.nic.in. Those who will file tender in the downloaded tender format in response to Tender Call Notice must enclose an A/C payee demand draft for Rs. 5000/- + 18% VAT(Rupees five thousand + 18% GST) only in favour of the Project Director, ATMA, RKVY, Nabarangpur.

2. RIGHT OF ACCEPTANCE/ REJECTION OF TENDER AND AWARD OF CONTRACT.

The right of acceptance of tender / or award of contract rests on Project Director, ATMA, RKVY, Nabarangpur who does not bind himself to accept the lowest tender and also reserves himself the right to reject any or all the Tender (s) received without assigning any reason what so ever.

3. VALIDITY OF TENDER

- I. All the tendered rates shall remain valid up to 30 days from the date of finalization.
- II. No extension of time shall be allowed for submission of tender in any circumstance unless otherwise specifically extended by the Project Director, ATMA, RKVY, Nabarangpur by an advertisement in the news papers.


Project Director, ATMA, RKVY,
Nabarangpur

INSTRUCTION TO TENDERERS

1. SUBMISSION OF DOCUMENTS/ PARTICULARS etc.

A. Documentary Bid:-

The tenderer shall submit the following documents along with his/ their offer.

- i. Complete tender documents i.e. invitation to tender, instruction to tenderer. Bio-data, etc., filled and signed by the bidder on each page.
- ii. Original money receipt in support of purchase of tender paper/ DD (in case of downloaded formats).
- iii. Satisfactory evidence to show that the tender is Manufacturers/ Authorized dealers/ distributors etc.
- iv. Attested photo copy of certificate of registration from the Director of Export Promotion and Marketing / Small scale industries registration certificate (if any).
- v. Printed Price list of manufacturing company.
- vi. Attested photo copy of GST registration certificate and up-to-date GST clearance certificate.
- vii. Attested photo copy of PAN card.
- viii. Attested photo copy of the valid deed of partnership (if any)
- ix. Photo copy of up-to-date income tax clearance certificates or proof of income tax return filled for last two years.
- x. Earnest Money Deposit (EMD) @ 1% of the total quoted amount only in favour of the Project Director, ATMA, RKVY, Nabarangpur in form of A/c payee DD at any nationalized bank payable at Nabarangpur which is refundable.
- xi. Technical details of the items along with Catalogue/ Leaflets/ Design/ Drawing of the articles.

B. Financial Bid:-

1. Tenderers are to quote the offer price (inclusive of GST. Service Tax & other taxed with delivery at for destination) in the scheduled format enclosed with the tender documents in a separate sealed cover.

First the Technical Bid shall be opened and eligibility of the tenderers shall be ascertained. Those tenderers who do not qualify in technical bids their tender shall be rejected and financial bid shall not be opened.

2. There would be two bids i.e (1) Technical Bid and (2) Financial Bid. Both the bids are to be submitted in separate sealed cover with appropriate superscription of **“Technical Bid”** or **“Financial Bid”**. Both the bids should be put to a third sealed cover super-scribing **“Furniture, UPS & LCD Projector etc for conference hall of Deputy Director of Agriculture, Nabarangpur**. The technical bid in sealed cover includes documents from Sl. No. (i) to (xi) as mentioned under item ‘A’ i.e. submission of documents/ particulars.

Only those who qualify technical bids covering all the documents would be eligible for consideration of the financial bids.

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Under no circumstances the financial bids of unqualified/ unsuccessful technical bidders would be opened.

The decision of the Tender Committee with reference to short listing shall be final and binding.

3. The tender form shall be filled in clearly typed / written in English and in Blok capitals. No tender filled in other wise shall be considered.
4. While filling up tender paper , the tenderers shall not erase or overwrite. Any correction in filling up the tender form shall be made clearly and duly signed by the tenderers, otherwise the tender shall be liable to be rejected.
5. The tender received after scheduled date and time would not be entertained.

6. OFFER PRICE

The rate should be offered for the unit as specified in the tender form. Price quoted should be both in figure as well as in words. The price to be quoted should be inclusive of transportation charges. GST, Entry tax, other taxes etc. Offers stating surcharges or additional expenses. If any charged extra over the quoted price shall be summarily rejected. The rates quoted must be for delivery at F-O-R destination i.e. conference hall of the Project Director , ATMA, RKVY, Nabarangpur.

7. VALIDITY OF OFFER PRICE

The tenderers shall quote firm rate which shall remain valid till date bidding from the date of opening of tender and shall not be subjected to any revision for any reason what so ever. Tender containing stipulations as to variations in price may be rejected. Once the tender is accepted the rate shall remain valid till / up to completion of the work.

8. NEGOTAION OF PRICE

The Project Director, ATMA, RKVY, Nabarangpur or an officer authorized on his behalf reserves the right to negotiate with any tenderers after opening of the tender(s). Non compliance by the tenderers to such request for negotiations shall render his/their tender(s) liable to rejection.

9. The tenderers must indicate the detail specifications of articles failing which the tender will not be taken into consideration.

10. Any tender containing clerical or arithmetical mistake(s) may be rejected.

11. Each page of the tender documents shall be signed by the tenderers with his usual signature with their quotation, the tenderers shall sign invitation to the tender, instruction to the tender, tender form, conditions of contract and annexure etc. in token of acceptance thereof. The signature on the tender form alone shall be deemed to be acceptance of rates, specifications, terms and conditions stipulated in the invitation to the tender.

Instruction to the tender, tender from, conditions of contract, tender schedule and annexure etc. forming part of the tender documents.

12. All signatures shall be dated.

13. The last date and time of receipt of tender and the date and time of opening of tender are mentioned below

Sl No.	Scheduled	Qty	Last Date and time			Remarks
			Sale of tender documents	Receipt of completed tender documents	Opening of tender paper	
1	20 SEATER CONFERENCE TABLE (U SHAPE) WITH FRONT DIAS .LENGTH 4650 MM(ONE SIDE) , WITH 2550 MM HEIGHT 750MM . MADE UP OF 18 MM PRELAM PARTICLE BOARD AND 12 MM BATTON WITH SILVER FINISH FOR ASTHETIC LOOK. TABLE TOP OF 30MM THICK MADE UP OF 18MM PRE-LAMINATED PARTICLE BOARD WITH 12MM THICK DECORATIVE PVC THIN FOIL WRAPPED PROFILE BATTEN FIXED BELOW TABLE TOP, TOGETHER CREATE S 30MM THICK TOP WITH WATERFALL EDGE. GABLE END MADE USING 25MM PRE-LAMINATED PARTICLE BOARD WITH SPECIALLY DESIGNED LEVELER & TOP SUPPORT BRACKET. MODESTY MADE UP OF 18MM THICK PRE-LAMINATED PARTICLE BOARD. BOARDS USED TO BE OF ISI GRADE. ALL WOODEN PANELS SHALL BE STAINED TO APPROVED COLOR FINISHED WITH MELAMINE AND SCRATCH RESISTIVEVITY TO PASS 4H TEST.	1 Nos	Sale of tender paper will be from 17.05.2018 to 30.05.2018 at 7.00 AM to 1.00 PM	The complete tender documents is to be dropped in the tender box placed in the office of Project Director, ATMA,RKVY Nabarangpur	Documentary bid will be opened on date 31.05.2018 at 11.00 AM in the Conference Hall of Project Director, ATMA,RKVY Nabarangpur	
2	PROJECTOR (2600 LM,1 CHIP DLP,SVGA 800X600,VGA	1 Nos				
3	PROJECTOR SCREEN 6FT X 4 FT	1 Nos				
4	REVOLVING MEDIUM BACK OFFICE CHAIR Height : Min : 940 mm, Max : 1040 mm.Handle : Length : 260 mm.Upholstery : Mech Type.Made up of poly urethyneseat : Seat Height : Min : 430 mm, Max : 550 mm. Seat Width : 480 mm. Made up of PU foam with matt fabric black in color Having 32 density of foamBack : Width: 450mmLength: 550 mmMade up of mesh fabric black in color	6 Nos				
5	FIXED OFFICE CHAIR WITH 4 NOS STEEL LEGS .SEAT & BACK UPHOLSTERED WITH HIGH QUALITY PU WITH A BACKING OF POLYURETHEN FOAM.STEEL ARMS COVERED WITH FIBER ARM CAPS.	50 Nos				
6	AUDIO SYSTEM (ADDRESSING SYSTEM) 160 WATT AMPLIFIER WITH 5MICS & 2 AUS INPUTS ,WALL BOX SPEAKERS,CORDLESS HAND MICS DUAL UHF & TABLE MIKES ie. HIGH QUALITY 4 CHANNEL UHF MICRO PHONES AND PODIUM	1 set				

N.B:- All the above items should be supplied by a single Agency

Tender will be opened on the date, time & venue as mentioned above in presence of the tender or their authorized representative and member of the "Tender Committee". If last date is declared holiday by Government of Odisha, the last date and time for submission and opening of tender shall respectively be the time as aforesaid on the next working day.

14. i. Non- submission of documents / particulars, tenders not giving full particulars not complying with any requirements as mentioned in the above paras shall be considered as incomplete and liable for rejection.

ii. Any tender containing false information / particulars shall liable to be rejected and tenderer found guilty of furnishing false information and articles shall be debarred from any future dealing with the Project Director, ATMA, RKVY, Nabarangpur.

iii. The Successful tenderer who will fail to supply the items within the time limit or as per terms and conditions, will be black-listed and will be barred to participate in future tenders of the Project Director, ATMA, Nabarangpur while forfeiting his EMD.

15. Canvassing in any form is strictly prohibited and the tender(s) submitted by tenderer(s) who resort to canvassing will be liable for rejection.

16. The tender notice, invitation to tenderer, instruction to tender, tender form, conditions of contract, the tender schedule, annexure, the rates and amount quoted against the items of the tender and covering letters, if any shall form part of tender and the letter of indent awarding the contract shall form the contract.

17. POWER OF EXEMPTION.

Observation of above instruction of the part of tender is strictly obligatory. However the Project Director , ATMA, RKVY, Nabarangpur may in any exceptional cases exempt a particular tenderer from observing one or of the instructions / of stipulations on the recommendations of the " Tender Committee".

18. SECURITY DEPOSIT

The selected firms should deposit 10% of total amount of the supply order as the security deposit in shape of Bank draft in favour of Project Director, ATMA, RKVY Nabarangpur. After furnishing the security deposit the order placed, will be considered as valid and supply should be made within specified times mentioned in the supply order. The security money will be released after completion of the warranty period. In case of small scale industries registered with Director, E.P.M , Odisha or National Small Scale industries Corporation, the security deposit will be 25% of the proposed security Deposits (i.e 25% of the 10% security deposit amount).

In case of default on short of delivery in any consignment of the articles as to which shortage, the certificate in writing of the Director shall be final and conclusive against the supplier. The supplier shall deliver articles of similar quality within 15 day after the date of issue such certificate. The security deposit shall be forfeited in case of violation of the contract by the tenderers.

19. PAYMENT MODALITIES.

Payment will be made only after receipt of the articles in good condition as per specification and installation. The firm should furnish the bill with delivery challan to the Project Director, ATMA, RKVY ,Nabarangpur for release of payment.

20. SUPPLY PLAN

Material should be supplied to P.D.,ATMA,RKVY, Nabarangpur at a time during the stipulated time period as per the supply plans.

21. The rate shall be quoted for the unit as specified in the tender form. The price quoted should be mentioned both figures & words.

22. The undersigned reserves the right to accept or reject any or the entire tender papers without assigning any reason thereof.

23. The authority shall not be held responsible for any postal delay. No incidental expenses will be allowed.

24. No Price escalation will be admissible during execution of the programme.

25. No time extension will be allowed under ordinary circumstances. Under ground of unavoidable circumstances/ nature calamities, the P.D.,ATMA,RKVY, Nabarangpur may extend the time period of work execution as deemed justified.

26. WARRENTY.

The materials should be supplied with Minimum one year warranty.

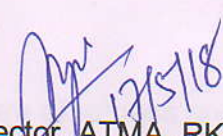
27. Earnest Money Deposit. (EMD)

EMD @1% of the total quoted amount only in favour of the Project Director ATMA, RKVY, Nabarangpur in form of A/C payee D.D at any nationalized Bank payable at Nabarangpur must be attached in the tender paper. No interest will be claimed against the EMD, No request for transfer of any previous deposit and adjustment of any previous deposit or claim will be entertained, Tenders without EMD will not be considered.

- i. Small Scale industries registered with Director EMM Odisha, will be eligible for exemption for payment of EMD in respect of items covered in their certificate of registration provided that copy of such certificate duly attested is enclosed.
- ii. The EMD of unsuccessful tenders will be refunded as early as possible after finalization of the tender.
- iii. The EMD of successful tenderer (herein after referred to as the supplier) will not be refunded unless the supplier furnishes security deposit after receiving the supply order. In event of the supplier does not furnish the amount of security deposit or the supplier fails to execute the agreement within a period 10 days from the date of issue of letter of acceptance / supply order; the EMD shall be absolutely forfeited to the Govt. Of Odisha without prejudice to the right of the Director of such clarification under their terms and conditions.
- iv. The quoted amount will be calculated by multiplying the offer price with total number of each items totaling for all items to be procured as per the supply plan.

28. DISPUTE SETTLEMENT.

In case of any dispute, if arises will be resolved in accordance with the " Arbitration Act. 1996" and the Project Director, ATMA, RKVY, Nabarangpur shall be sole Arbitrator.


Project Director, ATMA, RKVY,
Nabarangpur

PROFORMA FOR SUBMISSION OF BIO-DATA OF THE FIRMS

1. Name of the Supplying Firm :
2. Whether a proprietorship, Partnership, Company/ Govt. under taking or state owned Agency. :
3. The Name and address of Proprietor / Partner/ managing Director/ Manager/ Principal :
4. Financial condition of the firm whether solvent or not , with details thereof. :
5. Manufacturer or Distributor sale agent (in the case of mixed business the items for such should be indicated. :
6. Whether the organization is registered under the Companies Act 1956 / as a partnership Act 1932 Firms if So. Registration No & Date should be given :
7. Whether the firm is registered GST Dealer and if so. Please quote the GST Registration No/ Non- Assessment certificate (in the case of un-registered firm) should be furnished. :
8. Name of the authorized person and contact no. who can hold discussion on your behalf at the time of necessity :
9. The last income tax clearance certificate to be furnished by the tenderer. :
10. Income Tax Pan Card No :

CERTIFICATE.

Certified that the information furnished above are true and correct to the best of our/ my knowledge and belief. In case any or all the information given above is found to be incorrect at any time, undertaking the liability to be proceeded within any manner. Any change or change in regard to the furnished information will be intimated as and when such changes occur.

Signature of the Tenderer

Place.....

Date.....

Signature of witness and address.

1)

2)

AGREEMENT

Should this tender be accepted I /We hereby agree to abide by and fulfill all the conditions of contract annexed here to or in default thereof the forfeit and pay to the Government of Odisha the penalties on sums of money mentioned in the said conditions. The sum of Rs..... is herewith forwarded as earnest money the full value of which is to be absolutely forfeited to the said Government of Odisha. Should I /We not deposit the full amountpercent of the total amount of my/our tender in accordance with clause-18 of the said instruction to tenderer or should I/ we fail to execute the contract within a reasonable time (of which the state Govt. shall be the sole judge) in the event of our tender being accepted. I / we do hereby certify that I am / we are real manufacturer stockiest / importers and my/our financial position is quite sound to fulfill the contract. I /we further state that I do/ do not pay income tax we do/do not pay income tax (regularly and attach herewith certify particulars concerning assessment to and payment of income tax) I/We do herewith state I am / we are the registered dealer under the GST Act. I/we have paid CAT dues assessed not being as assessed to pay any GST for which GST clearance certificate in prescribed format is attached herewith.

(-) Strike out which is not applicable

Dated.....theday of2018

In the presence of witness.

1.

Signature & Address

2.

Signature & Address

Signature of Tenderer

The above tender accepted by the Purchase Committee is hereby signed by me on behalf of Govt. of odisha.

Dated.....theday of2018.

Project Director, ATMA,
RKVY, Nabarangpur