



**OFFICE OF THE COLLECTOR & DM: NABARANGPUR  
(ST & SC DEVELOPMENT SECTION)**

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Phone: 06858-295017 Mobile: +91-8480772787

No. 2682 /2021

Dated 17.08.2021

**TENDER CALL NOTICE**

Sealed Quotations are invited from interested firms/ agencies having experience in supplying the toolkits for community based teaching-learning programme for supply of the teaching-learning toolkit consisting of the following items for implementation of the "Community Based Teaching-Learning Programme of ST/SC Development Deptt., Govt of Odisha (Gyana Bandhu Programme)" in the District of Nabarangpur.

Item of work	Required quantity
To provide One Tool Kit/ Bag having items like :	
01-BB Cloth-01 pc	
02-Duster-01 Pc	
03-Chalk-01 Packet	
04-Long Note Book-2 pc ( having 200 pages each)	
05-Attendance Register -1 pc	
06-Pens-2 pcs	
07-Pencil-01 pkt	
08-Pencil Cutter-01 pc	
09-Rubber-01 pc	
10-Cotton Bag-1pc ( Printed with Logo shared by this office)	
11-White Cap-1 pc (printed with Logo shared by this office)	
	Actual requirement will be intimated to the successful bidder.

The bidders should quote price for all the above 11 items separately within the ceiling limit of Rs.500/- for each tool kit. The price quoted should be inclusive of all taxes and transportation cost at the district point. . The interested bidder must satisfy the technical criteria as given in Annexure -I. All the required documents must be submitted in support of the required technical criteria in the technical bid. The sealed cover of the price bid should be superscripted with "The price bid for supply of different materials/Tool kit to be provided to "Gyana Bandhus" and the sealed cover of technical bid should be superscribed with "The technical bid for supply of different materials/Tool kit to be provided to "Gyana Bandhus". Both the bids should be again sealed in a large cover which should be superscribed with "TENDER DOCUMENTS FOR SUPPLY OF DIFFERENT MATERIALS/ TOOL KIT TO BE PROVIDED TO GYANA BANDHUS". The quotations should reach in prescribed format to the office of "District Welfare Officer, Collectorate ,Nabarangpur, Dist-Nabarangpur, PIN-764059" only through Speed Post / Regd. Post on or before dt 27.08.2021 till 5.00 P.M. The tender shall be opened on Dt. 31.08.2021 at 11:30 A.M at Ashok Meheta Conference Hall, Collectorate, Nabarangpur in the presence of bidders or their authorized representative. The bidders can obtain tender paper from the official district website [www.nabarangpur.nic.in](http://www.nabarangpur.nic.in), they will have to submit the Bank Draft of Rs. 500/- drawn in favour of District Welfare Officer, Nabarangpur payable at SBI, Nabarangpur towards tender paper cost alongwith the tender documents..

The quotations received in incomplete shape or after the scheduled date and time shall be summarily rejected. The undersigned reserves the right to reject any or all quotations without assigning any reason thereof.

  
District Welfare Officer,  
Nabarangpur

**Memo No. 2683/2021**

**Dated. 17.08.2021**

Copy along with copy of the quotaion call notice submitted to the DIO, NIC, Nabarangpur favour of information and necessary action with a request to upload the above notice in the district website for wide circulation and information of all concerned .

Copy to the notice board of this office.

  
District Welfare Officer  
Nabarangpur

**Memo No. 2684/2021**

**Dated 17.08.2021**

Copy submitted the PA, ITDA, Nabarangpur/ DIPRO, Nabarangpur/ All block Development Officers of this district/ E.O., Municipality Nabarangpur for information with a request to display the quotation call notice in their office notice board for wide publicity.


  
District Welfare Officer  
Nabarangpur

## Annexure-I

### Terms & Conditions

1. The bidder should not have any past record of poor performance. The bidder has to submit an affidavit in this regard. The agency who had not supplied materials against the purchase order earlier or executed work order being finalized as L-1 in the process are not eligible to participate in the tender process called for. No further arguments in this matter will be entertained.
2. **Bidder has to quote separate rate for all the procured items in the financial bid. The price quoted should be inclusive of all taxes and transportation cost at the district point..Price of the tool kits containing necessary items as detailed in the financial bid shall not be exceeded Rs.500/- each inclusive of all the items as specified.**
3. The annual turnover of the organization must not be less than **Rs.3,00,000/- (Rupees Three Lakhs Only)** in last financial year.(i.e. 2020-21).
4. Organization will have to submit IT return of last 3 financial years. (I.e. for **F.Y-2018-19, 2019-20 and 2020-21**).
5. Bidder will have to pay **Rs. 500/- (Rupees Five Hundred)** only as tender paper cost (non-refundable) in shape of Demand Draft only in favour of **District Welfare Officer, Nabarangpur , along with bid document. The bidders who have deposited Rs. 500/- previously as per tender call notice No. 2483 dated 3.8.2021 will be exempted from deposit of the same.**
6. **The organization will have to submit a Single Affidavit with following clauses:-**
  - a. It has not been blacklisted by any Government Organization. The organization does not have any legal suit / criminal case pending against it for violation of Income Tax Act, GST or any other law of India.
  - b. That the organization agrees to abide by all terms & conditions of the tender.
  - c. That the organization agrees to ensure provision of service in Nabarangpur.
  - d. That the organization had never refused to supply any item after receipt of work order from this office for any reason.
7. All documents submitted must be signed by the authorized signatory of the organization with seal.
8. The supply work will be done in a single works contract during the valid period of contract as per requirement.
9. The organization will quote prices inclusive of all taxes & charges. The DWO, Nabarangpur will have no liability regarding transportation, loading, unloading of materials.
10. If there is any contradiction between price quoted in figure and word then price quoted in word shall prevail over price quoted in figure.
11. Conditional bids are liable to be rejected. In the event of acceptance, decision of the committee will be final. Bids which are not as per required six and specifications will not be considered.

12. The DWO Nabarangpur will not pay any advance payment to the organisation. The organisation 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 this regard.
13. The bidder/firm needs to print the specified Logo on bag (cotton/handloom sling bag of single color) and cap (white color). Sample logo shared at Annexure -I & II.
14. The bidder must have to produce sample of the tool kit containing all the above items before the tender committee on the date of opening of the bid. Selection of the item will be on the basis of the quality of sample finalised by the committee members wherever applicable.
15. Bidders are not allowed to check bid documents of another bidder in any circumstances except sample papers submitted by bidders.
16. Under no circumstance, the organization shall appoint any sub-contractor or sublease the contract. If it is found that the organization has violated these conditions the contract will be terminated forthwith without any notice and security deposited by the organization shall be forfeited.
17. The rate approved will be valid for one year from the date of finalization of tender. The successful bidder is required to provide printing materials as per requirements during the valid period of tender.
18. Only bidder himself or his authorized representative is allowed to remain present during opening of the tender. No authorized representative is allowed without proper authorization from bidder.
19. The authority reserves the right to accept or reject all or any of the bid documents without assigning any reasons thereof.
20. All legal disputes are subject to the jurisdiction of Nabarangpur Court only.

  
District Welfare Officer  
Nabarangpur

**Cover - A**  
**Technical Bid**

SI No	Particulars	(Clearly mention complete details required, don't mention only yes / no or annexure no here)	Annexure No
01	Name of the Organization		
02	Address of the Organization		
03	Name of the Authorized Signatory. ( In capital letter)		
04	Authorization & Specimen signature of the authorized signatory.		
05	Telephone No/ Mobile No of the Authorized Signatory/ Organization.		
06	PAN No of the organization / Proprietor / Managing Partner /Director of the organization ( Attach photo copy of PAN Card)		I
07	AADHAR No of Proprietor /Managing Partner /Director of the organization( Attach photo copy)		II
08	GST registration No ( Attach photo copy of registration certificate )		III
09	The annual turnover of the organization must not be less than Rs.3,00,000/- (Rupees Three Lakhs Only) in last financial years.(i.e. 2020-21).GST return should be submitted in support of proof for turnover of the organization)		IV
10	Organization will have to submit IT return of last 3 financial years. (i.e. for F.Y- 2018-19, 2019-20 and 2020-21)		V
11	The organization will have to submit Single page Affidavit with following clauses:- 1. It has not been blacklisted by any Government Organization. The organization does not have any legal suit / criminal case pending against it for violation of IT, Service tax, GST or any other law. 2. That the organization		VI

	agrees to abide by all terms & conditions of tender. 3. That the organization agrees to ensure provision of service in Nabarangpur. 4. That the organization had never refused to supply any item after receipt of work order from this office for any reason.		
12	Tender paper cost in shape of Bank Draft of Rs. 500/- (Rupees Five hundred only)	Details of Demand Draft along with details of Drawee Bank	
		Draft No:	
		Name of the Bank :	
		Branch address:	
	Amount (Rs.):		
13	Whether all documents submitted signed by the authorized signatory of the organization ( Yes / No )		

### DECLARATION

I / We hereby declare that, the terms and conditions, specification etc. given with the tender notice have been read carefully and it is acceptable to me/us and that the information furnished above is full and correct to the best of my / our knowledge. I/ We understand that in case of any deviation in the above statement at any state, the Firm/Agency will be blacklisted and will not have any dealing with it in future.

**Place:**

**Date:**

**Seal & Signature of authorized Signatory**  
**Mobile No:**

**COVER-B**

**Financial Bid**

SL No	Name of the Item of work	Rate Quoted per Kit	
		In figures	In words
<b>To provide One Kit/ Bag having items like :</b>			
01	01-BB Cloth/-01 pc		
02	02-Duster-01 Pc		
03	03-Chalk-01 Packet		
04	04-Long Note Book-2 pc ( having 200 pages each)		
05	05-Attendance Register -1 pc		
06	06-Pens-2 pcs		
07	07-Pencil-01 pkt		
08	08-Pencil Cutter-01 pc		
09	09-Rubber-01 pc		
10	10-Cotton Bag-1pc ( To be printed with Logo duly shared by this office)		
11	11-White Cap-1 pc (To be printed with Logo duly shared by this office)		
<b>Total</b>			

**Seal & Signature of authorized Signatory  
Mobile No:**