



**OFFICE OF THE HEADMISTRESS
KASTURABA GANDHI BALIKA VIDYALAYA, CHARAMULA
BLOCK- TENTULIKHUNTI, DIST- NABARANGPUR, PIN- 7644070**



Cell- 9556390631 (HM)



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Letter No. 61 /2024

Date: 14/09/2024

TENDER CALL NOTICE

Sealed tenders are invited from the registered / reputed firms who having valid GST registration for supply of consumable items (Grocery) to Kasturaba Gandhi Balika Vidyalaya, Charamura, Block- Tentulikhunti, Dist- Nabarangpur (Odisha). Bids should be submitted in the envelope duly marked on the top “Tender for supply of Grocery items” to the Headmistress, Kasturaba Gandhi Balika Vidyalaya, Charamura, Block- Tentulikhunti, Dist- Nabarangpur (Odisha) during office hours by 5.00pm of Dt. 29/09/2024 . The bid document shall be opened at 10.00AM on Dt. 30/09/2024. In the office of the Headmistress, Kasturaba Gandhi Balika Vidyalaya, Charamura, Block- Tentulikhunti in the presence of the bidders or their authorized representatives. The terms and conditions for the tender can be downloaded from the official website <http://www.osepa.odisha.gov.in> and nabarangpur.nic.in.

K. G. B. V. Charamura
**HEADMISTRESS
K.G.B.V. CHARAMULA
Headmistress**

K.G.B.V. Charamura



KASTURABA GANDHI BALIKA VIDYALAYA CHARAMULA, TENTULIKHUNTI

DISTRICT: NABARANGPUR, ODISHA

Postal Address for Communication

Office of the Headmistress, KGBV Charamula
At / Post- Charamula, Block- Tentulikhunti
Dist: Nabarangpur, Pin- 764070
Odisha

K. S. S. S. S.

**HEADMISTRESS
KGBV, CHARAMULA**

TERMS & CONDITIONS

DOCUMENT COST- RS.2000/-

1. The Tender paper along with the terms and condition can be downloaded from the district website www.nabarangpur.nic.in or state website <http://www.osepa.odisha.gov.in> from dated 14/09/2024 to 29/09/2024 and the cost of tender paper is Rs. 2000/- (Rupees Two Thousand) only which is to be in shape of crossed Demand Draft Drawn any Nationalized bank (Non refundable) in favour of Headmistress & SMC Chairperson, KGBV Charamula payable at Utkal Gramcen Bank, Tentulikhunti
2. Sealed Tender for supply of the articles shown in the attached statement are invited from the registered firms/ authorized dealers/ Whole sellers / Govt. stores having GST registration, PAN card and having their own existence of shop and dealing with items mentioned in the quotation items, by the undersigned up to 5.00 P.M. dated 29/09/2024 . The tender should be sent under sealed cover marked as "TENDER FOR THE SUPPLY OF GROCERY" items for KGBV CHARAMULA, BLOCK- TENTULIKHUNTI through registered post /speed post only. The sealed tenders will be opened in the office of the Headmistress, Kasturaba Gandhi Balika Vidyalaya, Charamula, Block- Tentulikhunti as per the date and time mentioned.
3. The rate quoted should inclusive of all taxes and transportations. The articles should be supplied at the KGBV Point.
4. There should not be any overwriting, corrections in the tender document. If a figure is to be amended it should be neatly scored out and then revised figure should be written above and the same should be attested with full signature of the party and date. In the absence of the attested signature the bid is liable to be rejected.
5. The undersigned does not bind herself to accept the lowest tender and reserves the right to accept the tender in whole or in part i.e with respect to all the articles mentioned in the attached statement or in respect of any one or more than one article specified in the attached statement as committee may decide. On acceptance of the tender it will become a contract and the contractor shall be bound by the terms and conditions of the tender.
6. The Tenderer should submit his/her tender form along with the EMD amount of Rs 20,000/- (Rupees Twenty Thousand)only.No exemption certificate will be accepted.
7. The EMD should be enclosed only in the form of bank draft / demand draft in favour of the Headmistress & SMC Chairperson, Kasturaba Gandhi Balika Vidyalay Charamula, Block- Tentulikhunti, Dist- Nabarangpur which will be refunded with out interest in the event of rejection of the tender. The earnest money will be forfeited in the event of failure to make the agreement.
8. The successful bidder shall deposit the security deposit Rs.40,000/- (Rupees Forty Thousand)only of the order value total cost in the financial year in the form demand draft(No TDS acceptable) only at the time of agreement. No exemption certificate will be accepted.
9. If the contractor fails to supply the articles within the time stipulated in the letter of acceptance/ supply order issued by the undersigned, the undersigned shall be at liberty to purchase the articles

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from the market or get the rest of the contract completed by any other person/ firm and the difference of price, if any, shall be deducted from the earnest money/ security deposit and in case any amount in excess of the security deposit is paid by the undersigned, the contractor shall be liable to pay this amount.

10. **It is not compulsory on the part of the undersigned to purchase the items for which the tender is being called.** The supply order will be placed as per requirement. The contractor is required to supply the quantity of articles as mentioned in the supply order, as per the sample and specification. The quality should invariably be maintained throughout the contract period as per sample and specification. Materials cannot be accepted if the items being found to be of substandard or differ from the sample and specification.
11. The articles/items other than the specification given in the bid document will not be accepted.
12. Conditional tender shall not be accepted.
13. The rate quoted by the contractor shall hold good up to March 2025.. **No amendment in the rate except increase/decrease in the rate of GST** during the period of supplies will be accepted. For the branded item, if there would be some free gift schemes, marked on the packing, the same would liable to be supplied with the articles on free of cost and also it should be mentioned in the bill. Rates should not be more than the MRP. If the MRP will be less than the approved rate the payment will be made as per the MRP. **Sticking of MRP is not allowed.**
14. In the event of acceptance of the tender and placing of the order of purchase, the articles ordered for would be subject to an inspection by the undersigned or his representative and are liable to be rejected if the articles supplied do not confirm to the approved specification.
15. The amount of security deposit shall be retained by the KGBV for the entire contact period as a safeguard against any defect appearing in the articles supplied within the period & the same will be refunded in the shape of e-transfer only.
16. In case of authorized dealers the authorization certificate issued by the Manufacturer / Company should be enclosed along with the tender.
17. The bidder or their authorized representative is to bring along with himself/herself the samples of the items quoted by them in their bid document at the time of opening of the tender. Presence of bidder/ authorized representative along with the sample for verification is mandatory at the time of opening of tender. The approved sample will be kept in this Vidyalaya for verification during the supply of the articles which is nonrefundable .
18. The packed items supplied must be of FSSAI mark.
19. Dealership certification in original to be produced for verification at the time of opening of tender.
20. The payment will be made in the shape of e-transfer only after verification of the supplied articles by the quality checking committee / undersigned, entry in the stock register, and scrutiny of bills and after full supply as per the order placed with the party.
21. The rate should be quoted in terms of metric weight measure i.e quintal/KGL/iter/Pcs as the case may be.

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22. The approved party will have to make an agreement on non-judicial stamp paper of Rs. 20/- as per the terms and condition within 10 days of the time given by the undersigned failing which the tender will be rejected and EMD will be forfeited.
23. In case the time and date of opening of tenders is changed, the same will be displayed on the District office & KGBV Notice Board.
24. Tender which do not comply with the above conditions are liable to be rejected and all rights reserved with the Headmistress, KGBV Charamula, At/Post- Charamula, Block- Tentulikhunti. Dist- Nabarangpur (Odisha) to reject, cancel and amend any or all tenders / approved rate at any time without assigning any reason thereof. All disputes in this regard is in Nabarangpur court jurisdiction only.
25. Any dispute regarding the tender process to the jurisdiction of Nabarangpur District only.
26. The sealed tender should invariably contain the following documents :
 - I. The technical bid should clearly be filled and kept in Envelope – I (Annexure – A). All the Xerox copies of the items mentioned in the technical bid are to be enclosed with seal and signature of the firm.
 - II. The financial bid (Annexure – B) containing all the specifications with rate of items be duly filled and should be kept in **Envelope- II**.
 - III. Both the envelopes should be sealed in one packet and in absence of any document the tender is liable to be rejected.
 - IV. The financial bid will be opened only for those tender whose technical bid are found in order.
 - V. Undertaking at (Annexure – C)
 - V. Check List (Annexure – D)
27. The interested party must submit tender for articles in prescribed format only otherwise the quotation/ tender so submitted will not be accepted.

K. G. B. V. Charamula
HEADMISTRESS
K.G.B.V. CHARAMULA

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HEADMISTRESS
K.G.B.V. CHARAMULA

Technical Bid for Grocery Items

(Annexure-A)

1. Name of the Firm : _____
2. Address of the Firm : _____
: _____
: _____
3. Mobile No : _____
4. PAN No : _____
5. GST Regd. No : _____
6. Certificate from Food Inspector : _____
7. Income Tax returns for last two financial year: _____
Financial years (2021-22 & 2022-23)
8. Updated GST returns file upto July 2023 for monthly tax payer and updated GST return file up to June 2023 for quarterly tax payer.
9. Money receipt No. of tender cost _____/Demand Draft No. _____ Date, _____
10. Demand Draft No. for EMD _____, Date _____
11. Undertaking Yes/No
12. Affidavit of non black list Yes/No

Full Signature with seal

Name of the Proprietor

Seal of the firm

K. Vishwanath Babu

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UNDERTAKING BY THE BIDDER

I/We/M/S _____, At _____,

Po, _____, PS _____, Dist _____, Telephone No _____,

_____ agreed fully to accept the terms and conditions specified in above Para 01 to 27

and also enclose the rates of the items as per list and specification given by the Headmistress, KGBV

Charamura, Block- Tentulikhunti, Dist- Nabarangpur (Odisha), Pin- 764070.

Witness (Signature, Name & Address)

Full Signature with seal

1. _____
Name of the Proprietor

2. _____
Seal of the firm



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Financial Bid

(Annexure-B)

KASTURABA GANDHI BALIKA VIDYALAYA, CIHARAMULA, BLOCK- TENTULIKHUNTI, DIST. NABARANGPUR

Tender for Supply of Mess Articles for the session 2024-2025

1. Name & address of the party/firm: _____
2. GST Registration No. of the Firm: _____
3. PAN Card No. _____
4. Earnest Money Deposited ' _____ Vide Bank Draft No: _____, dt _____
5. Money receipt No/DD No: _____ and date of tender paper purchased _____

Specification for supply of articles of Mess items (Grocery) to be supplied during

The session 2024-2025 i.e from - _____ to _____

The suppliers should go through the specification carefully before quoting the rates. The suppliers are responsible to prove the quality mentioned with sample or with authenticated documents, failing which the rates quoted will not be accepted. The supplier should quote for all the items, single rate against each item should be quoted. In case more than one rate quoted for single item in the name of quality, the same will not be considered.

PARTICULARS OF THE ITEMS

Sl. No	Name Of The Commodities	Specification	Required Quantity per Month	Unit price by Mill Tentulikhunti (per K.G/lt)in Rs.	Rate Quoted		Remarks
					Rate in figure per kg	Rate (in words per kg)	
1	Ghee	DURGA DEVI	3 kg	650/-			
		Amul		435/-			
		Omfed		700/-			
		RUCHI		80/-			
		Tata		100/-			
2	Baking Soda	BHARAT	200 gram	65/-			
		EVEREST		75/-			
		FORTUNE		90/-			
		TATA		100/-			
		Radha		80/-			
3	Besan	SRI GANESH	25 kg	75/-			

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HEADMISTRESS
K.G.B.V. CIHARAMULA

Sl. No	Name Of The Commodities	Specification	Required Quantity per Month	Unit price by MI Tentulikhunti (per K.G/lt)/In Rs.	Rate Quoted		Remarks	
					Rate in figure per kg	Rate (in words per kg)		
4	BIRI (Gotta Chapa Chada)	Good Quality	6 kg	130/-				
					Ruchi			
					Everest			
					Eagle			
5	Biryani Masala		1 kg	1500/-				
					Everest			
					Eagle			
					Mariegold			
					Parleji			
6	Biscuit		700 pc	4.8/-				
					Britania			
					Tiger			
7	Buto Dali	Good Quality	20 kg	95/-				
8	Buto/Sola	Good Quality	30 kg	85				
					Ruchi			
					Everest			
					Eagle			
9	Chat Masala Powder		1 kg	550/-				
					Ruchi			
					Everest			
					Swadist			
					Eagle			
10	Chatua		25 kg	650/-				
					Everest			
					Swadist			
					Eagle			
					Ruchi			
11	Chicken Curry Powder		1 kg	650/-				
					Everest			
					Swadist			
					Eagle			
12	Chuda	Any Brand (Good Quality)	60 kg	40/-				
13	Corn Powder	Any Brand (Good Quality)	5 kg	58/-				
14	Curry Powder (Veg) (Quote Brand)	Ruchi	1 kg	650/-				
					Everest			

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Sl. No	Name Of The Commodities	Specification	Required Quantity per Month	Unit price by Ml Tentulikhunti (per K.G/lt)in Rs.	Rate Quoted		Remarks
					Rate in figure per kg	Rate (in words per kg)	
15	Dal Chini	swadist	300 gram	550/-			
		Good Quality		500/-			
16	Dalda	Good Quality	1 kg	120/-			
		Ruchi		160/-			
17	Dalia	eagle	90 kg	130/-			
		HOMEFILL		120/-			
		PATTANJALI		130/-			
		Ruchi		185/-			
		Everest		300/-			
18	Dhania Powder	Everest	2 kg	300/-			
		Eagle		180/-			
19	Dry Chilli	Good Quality	2 kg	220/-			
20	Gol Maricha	Good Quality	500 gram	1000/-			
21	Gotta Mugo	Good Quality	30 kg	100/-			
22	Harad Dal (Non Polished)	Good Quality	120 kg	160/-			
23	Idli Suji	Good Quality	10 kg	45/-			
24	Jaggery (Gudo)	Good Quality	90 kg	55/-			
25	Kabuli Burto	Good Quality	10 kg	130/-			
26	Kissmis	Good Quality	1 kg	240/-			
27	Ellochi	Good Quality	1 kg	2200/-			
28	Mandia Chuna	Good Quality	30 kg	60/-			

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Sl. No	Name Of The Commodities	Specification	Required Quantity per Month	Unit price by Ml Tentulikhunti (per K.G/lit)in Rs.	Rate Quoted		Remarks
					Rate in figure per kg	Rate (in words per kg)	
29	Milk Powder	AMUL SPRAY	5 kg	440/-			
				NESTLE EVERYDAY	420/-		
30	Mixture	Good Quality	20 kg	140/-			
31	Motor Chana	Good Quality	20 kg	60/-			
32	Mung Dal	Good Quality	30 kg	110/-			
				Tez	140/-		
				Double Hiran	140/-		
33	Mustard Oil (Quote Brand)	FORTUNE	30 lit	145/-			
34	Mustard Seed (Saorisa)	Good Quality	2 kg	80/-			
35	Onion	Good Quality	60 kg	45/-			
36	Pampad	Any Brand (Good Quality)	30 kg	220/-			
37	Panchu Phuton	Good Quality	1 kg	150/-			
				Ruchi	850/-		
38	Paneer masala	Everest		870/-			
39	Potato	Good Quality	250 kg	30/-			
				Ruchi	320/-		
				Everest	480/-		
				Eagle	300/-		
40	Red Chilly POWDER		5 kg	115/-			
				FREEDOM	115/-		
				FORTUNE	115/-		
				GOLD WINNER	110/-		
41	REFINED OIL (Sunflower)		90 lit	110/-			

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Sl. No	Name Of The Commodities	Specification	Required Quantity per Month	Unit price by Ml Tentulkhunti (per K.G./lt)/In Rs.	Rate Quoted		Remarks
					Rate in figure per kg	Rate (in words per kg)	
42	Salt (Iodized) (Quote Brand)	Nirmasudha	30 kg	15/-			
		Tata		30/-			
		AASHIRWAD		20/-			
43	Small Pampad (Chips)	Suruchi	30 kg	230/-			
		Haldiram		250/-			
44	Sola Dali	Good Quality	10 kg	95/-			
45	Soya Badi (Mealmiker)	Good Quality	10 kg	80/-			
46	Sugar	Good Quality	20 kg	45/-			
		BALAJI		45/-			
		SRI GANESH FORTUNE		45/-			
47	Suji		18 kg	50/-			
48	Tej Patta	Packet (Good Quality)	1 kg	150/-			
		KISHAN					
		APIS					
49	Tomato Jam	DABOUR	5 kg				
50	Turmeric Powder (Quote Brand)	Ruchi	5 kg	280/-			
		Everest		400/-			
		Eagle		280/-			
		Bamino		60/-			
51	Vermicelli (Semiya)	Ruchi	25 kg	55/-			
		Suruchi		60/-			
		Aashirvaadd		48/-			
52	Wheat Flour	Fortune	20 kg	45/-			

Rishu Bhat
HEADMISTRESS
K.G.E.V., CHAPRAMULA

Sl. No	Name Of The Commodities	Specification	Required Quantity per Month	Unit price by Ml Tentulkhunti (per K.G/lt/in Rs.	Rate Quoted		Remarks
					Rate in figure per kg	Rate (in words per kg)	
66	Comb (good Quality)	Quote Brand	180 nos Yearly	10/-			
	Bleaching powder	ISI brand grade-1	5 kg per month	120/-			
68	Toilet brush	Good quality	10 nos Half Yearly	50/-			

Note:

1. The Rice, Dal and other loose articles should be cleaned, and preference will be given to the manufacturer who holds the food license, Registration of industries Department and pollution certificate. The laboratory test can be made by the undersigned at the cost of the supplier once in a year or as and when required.
2. The rates should be wholesale and not be exceeding from the market rate published in the news papers/Civil supply department and rates should not be more than from MRP [Stickering and erasing of MRP will not be accepted].
3. Sample must be submitted for all items along with tender. (Sample of Rice, Dal, suji must be contained not less than 250gm and other items must be 50 gm in respect of branded items) as the same is required for verification of MRP) failing which the committee may consider the rates of the other parties who have submitted the samples.
4. The approved samples will be kept in the Vidyalaya for verification at the time of supply.
5. Any other free gift/scheme provided by the company should be supplied along with the articles on free of cost and the same will be mentioned in the bill.
6. Don't quote more than one rate.
7. Quoted rates must be including of all taxes & transportation.

Date:

signature of tendered with Seal

Name:

Address:

Phone no:

K. Sridhar Babu
HEADMASTRESS
K.G.V. CHAPAMULA

CHECK LIST

1. Photocopy of PAN Card
2. Photocopy of GST Regd No.
3. Seal and signature of the tenderer in all pages with date and seal along with the undertaking and signature of witnesses given below.
4. Money receipt of tender cost/DD for the Tender paper cost of Rs 2000/-
5. EMD of Rs 20,000/-
6. Photo copy of certificate from food inspector
7. Affidavit regarding non black listed in any tender process
8. Income tax returns for last two financial year (2021-22 & 2022-23)
9. Undertaking as given at annexure-C
10. Updated GST return file upto July 2023 for monthly Tax Payer and updated GST return file upto June -2023 for quarterly Tax payer.

Signature of the Supplier

Name:

Seal of the firm.

K. Rishu Dora

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K.G.E.V. CHARAVULA