



OFFICE OF THE
MUNICIPALITY, UMERKOTE
NABARANGPUR (ODISHA), PIN- 764073
e-mail- nac_umerkote@rediffmail.com



Letter No 1179 /UKT-MUN-2025

Date: 11/06/2025

TENDER CALL NOTICE

Sealed Quotations are invited from intending Supplier/Firm/Agency/Stockiest for supply of Sanitary items to Umerkote Municipality. The rates will be valid for one year and procurement will be made in phased manner during the year from time to time as per the requirement.

The details of the tender papers/Technical specifications along with term and conditions etc. may be seen from the Website Nabarangpur NIC i.e. <https://nabarangpur.odisha.gov.in/>

The tender papers to be sent through Speed Post/Registered post/Courier will be received by this office in the Address of **Executive Officer, Umerkote Municipality, Umerkote, Dist.- Nabarangpur, Odisha-764073** from Dt. 11/06/2025 10.00 AM to Dt. 21/06/2025 5.00 PM. The tenders received beyond the prescribed time and date shall be summarily rejected. The tender will be opened in Umerkote Municipality on the Dt. 23/06/2025 11.00 AM. in presence of the bidder or their authorized representatives who ever present. The undersigned reserves the right to accept or reject any of quotations or negotiate with more than one agency without assigning any reason thereof.

Ambar
11-06-2025
Executive Officer,
Umerkote Municipality

Date: 11/06/2025

Memo No. 1178

Copy submitted to the Collector, Nabarangpur/ Project Director, DRDA-cum-DUDA, Nabarangpur / Sub-Collector, Nabarangpur/ Executive Engineer R&B Division, Nabarangpur for kind information with request to display the tender notice in their respective notice board for wide publication. Copy to the Director, I & PR, Bhubaneswar for information and necessary action with a request to publish it in the newspaper in the local edition minimum price for one day with 8 (CM) X 7 (CM) and sent the credit bill for payment.

Ambar
11-06-2025
Executive Officer,
Umerkote Municipality.

Date: 11/06/2025

Memo No. 1179

Copy forwarded to District e-Governance Manager (DeGM), Nabarangpur for information with a request of host the tender in the District Portal for wide publicity. A copy submitted to this Office for necessary information for record and evidence.

Ambar
11-06-2025
Executive Officer,
Umerkote Municipality.

SCOPE OF WORK

Supply of various sanitary items to Umerkote Municipality for management of day-to-day Office work

Terms & Condition

Tender for "Supply of Sanitary Items to Umerkote Municipality for Day-to-day Office work"

1. The Bidder should have valid PAN Number and GST Number.
2. The Bidder should be an authorized Dealer/Supplier/Distributor.
3. Each Bidder shall submit only one Quotation as per the enclosed Bid Format in Annexure-II.
4. The Bidders are required to submit **Tender paper cost of Rs.7080/-**(non-refundable) in shape of Demand Draft separately in favor of the **"Executive Officer, Umerkote Municipality"**, payable at Umerkote. Bid submitted without paper Cost shall not be accepted.
5. **EMD of Rs.10,000/-** (Rupees Ten Thousand) only must be submitted along with the bid in shape of DD from any nationalized/scheduled bank in favor of **"Executive Officer, Umerkote Municipality"**, payable at Umerkote.
6. The quoted rate should be inclusive of all taxes.
7. On the Envelope, it is required to superscribe **Tender for "Supply of Sanitary Items to Umerkote Municipality for Day-to-day Office work"**.
8. The payment will be made to the bidder are subject to deduction of tax as
9. per the Government Rule from time to time.
10. **Warranty: Not Less than 24 months on-site replacement warranty from the date of supply against any manufacturing defects.**
11. Replacement under warranty clause shall be made by the vendor free on all charges at site including cost of work and other incidental charges.
12. **Time Limit: The items should be delivered within 07 days from the date of issue of the purchase order.**
13. **Payment: 100% payment shall be made on the purchase order after successful delivery and inspection of sanitary materials on submission of Bills/Vouchers.**
14. The accepting authority reserve absolute right to reject any tender in full or in part or all tender received; if no party is found suitable as per the requirement.
15. The authority reserves the right to accept any Quotation, and to cancel/abort the tender process and reject all tenders at any time prior to award or contract, without thereby incurring any liability to the Bidder, or any obligation to inform the affected agency without assigning any reason thereof.
16. Incomplete offers will not be considered and will be rejected.
17. Under no circumstances shall be successful firm appoint any sub-contractor or sub-lease the contract.
18. In case the contractor fails to cope with the workload or does not supply quality goods or dishonors the contract in any way the contract awarded shall be liable for outright cancellations/terminations summarily, without assigning any reason

thereof and the security deposit and payment due to the firm, if any, shall also be forfeited.


19. The Earnest Money shall be refunded to the unsuccessful bidder.
20. If it is found that the tenderer has violated these conditions, the contract will be terminated forthwith without any notice.


**Executive Officer,
Umerkote Municipality
Executive Officer
Umerkote Muni**

ELIGIBILITY CRITERIA

The Tenderers shall furnish the following attested documents attached with tender papers for technical bid failing which the tender will be rejected summarily

1. Cost of Tender Paper including GST@18% i.e. Rs. 7,080/- (Rupees Seven Thousand Eighty) in shape of Demand Draft separately in favor of the "Executive Officer, Umerkote Municipality, Umerkote. Payable at Umerkote. Bid submitted without paper Cost shall not be accepted.
2. EMD of Rs.10,000/- (Rupees Ten Thousand) only must be submitted along with the bid in shape of DD from any nationalized/scheduled bank in favor of Executive Officer, Umerkote Municipality.
3. Authorization letter in support of Dealership/Registration certificate/ DIC registration Certificate/ Manufacturing license etc.... As applicable should be enclosed (as specified in the tender scheduled).
4. Self-attested copy of PAN Card.
5. Attested copy of latest IT return by the Agency.
6. Attested copy of GST Registration Certificate.
7. Lab Test Certificate of materials should be enclosed where ever applicable.
8. The quoted rate should be inclusive of all taxes.


Executive Officer,
Umerkote Municipality
Executive Officer
Umerkote Municipality

Annexure- III

TECHNICAL BID

**PROFORMA FOR SUBMISSION OF TECHNICAL BID FOR SUPPLY OF SANITARY ITEMS TO
UMERKOTE MUNICIPALITY FOR MANAGEMENT OF DAY TO DAY OFFICE WORK**

SL NO	DESCRIPTION	
1	Name & Address of the Firm/Agency and E-Mail address	
2	Details of EMD	
3	Details of Tender Paper cost in the Name of Executive Officer, Umerkote Municipality	
4	Updated ITR	
5	GST Number	
6	PAN No	
7	Self -Declaration stating that the firm has not been black listed from any Govt/Ministry/PSU organization.	

Note: - All Documentary proofs to be enclosed for above items.

**Name and Signature of the Tenderer with
the Seal**

Annexure- IV
FINANCIAL BID

Tender Call Notice No. _____

Date: / /2025

**TENDER SCHEDULE FOR SANITARY ARTICLES OF UMERKOTE MUNICIPALITY,
UMERKOTE**

SI No.	Specification of Items	Unit	Rate in figure	Rate in Words	Remarks
1	Black Phenoyl	Per barrel (200 ltr)			
2	White Phenoyl	Per barrel (200 ltr)			
3	Anti-malaria Oil	Per barrel (200 ltr)			
4	Malathion Oil	Per barrel (200 ltr)			
5	Hypo- Chloride	Per/1kg			
6	Bleaching Powder (Grade-1,34% Chlorine)	@25kg Pkt			
7	Dustbin with wheel 1 no & cover of size 240 ltr	1 Pc			
8	Gammoxene Powder	@50kg Pkt			
9	Lindane powder 1.3% D. P	@50kg Pkt			

**Name and Signature of the Tenderer with
the Seal**

ANNEXURE-V

TENDER ACCEPTANCE ON LETTER HEAD

To

The Executive Officer,
Umerkote Municipality

Sub: - Acceptance of terms and Conditions of Tender "**Supply of Sanitary Items to Umerkote Municipality for Day to Day Office work**"

Dear Sir,

1. I/We have downloaded/obtained the tender document(s) for the above-mentioned Tender/Work from the website: <https://nabarangpur.odisha.gov.in/> as per your advertisement.
2. I/we hereby certify that I/We have read the entire terms and conditions of the tender document including all documents like Annexures and I/We shall abide hereby by the terms/conditions/clauses obtained therein.
3. I/We hereby unconditionally accept the Tender conditions of above-mentioned Tender.
4. In case any provisions of this tender are found violated, then your department/organizations shall without prejudice to any other right or remedy be at liberty to reject this tender/bid including the forfeiture of the full said Earnest Money Deposit absolutely.

Yours faithfully

Name and Signature of the Tenderer with the Seal