

OFFICE OF THE HEADMASTER
KASTURBA GANDHI BALIKA VIDYALAYA, TARAGAM
BLOCK- NABARANGPUR, DIST- NABARANGPUR, PIN-764059

No. 29/25

Date. 29.10.2025

TENDER CALL NOTICE

Sealed tender is invited from the registered/ reputed firms who having valid GST registration for supply of consumable items (Grocery) to Kasturaba Gandhi Balika Vidyalaya, Taragam, Block- Nabarangpur, Dist- Nabarangpur (Odisha). Bids should be submitted in the envelope duly marked on the top "Tender for supply of grocery items" to the Chairman, Kasturaba Gandhi Balika Vidyalaya, Taragam, Block- Nabarangpur, Dist- Nabarangpur (Odisha) during office hours by 5.00 P.M. of Dt.15.11.2025. The bid document shall be opened at 10:00 A.M. on dt. 17.11.2025. in the office of the Kasturaba Gandhi Balika Vidyalaya, Taragam, Block- Nabarangpur in the presence of the bidder of their authorized representatives. The terms and conditions for the tender can be downloaded from the official website <https://www.osepa.odisha.gov.in> and nabarangpur.nic.in from dt. 01.11.2025 at 10:00 A.M. to dt. 15.11.2025 upto 5:00 P.M.


Chairman
K.G.B.V, Taragam
Nabarangpur

**KASTURBA GANDHI BALIKA
VIDYALAYA, TARAGAM,
BLOCK- NABARANGPUR,
DIST- NABARANGPUR**

Postal Address for Communication
Office of the Chairman, K.G.B.V, Taragam,
At/ po- Taragam, Block- Nabarangpur,
Dist- Nabarangpur, Pin- 764059, State - Odisha.


Chairman
K.G.B.V, Taragam
Nabarangpur

1. The Tender paper along with the terms and conditions can be downloaded from the district website www.nabarangpur.nic.in or State website <https://www.osepa.odisha.gov.in> from dt. 1/11/2025 to dt. 15/11/2025 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 K.G.B.V, Taragam, At/ Po- Taragam, Block- Nabarangpur, Dist- Nabarangpur at payable at State Bank of India, Nabarangpur.

2. Sealed Tender for supply of the Grocery items shown in the attached 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. dt. 15.11.2025. the tender should be sent under sealed cover marked as "TENDER FOR THE SUPPLY OF GROCERY items for K.G.B.V, Taragam, At/ Po- Taragam, Block- Nabarangpur as per the date and time mentioned.

3. The rate quoted should inclusive of all taxes and transportation. The articles should be supplied at the K.G.B.V. 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 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 attachment statement or in respect of any one or more than one article specified in the attached statement.

6. On acceptance of the tender it will become a contract and the contractor shall be bound by the terms and conditions of the tender.

7. The tender should submit his/her tender from along with the EMD amount of Rs. 20000/- (Twenty Thousand) only. No exemption certificate will be accepted.

8. The EMD amount should be enclosed only in the form of bank draft / demand in favour of the K.G.B.V, Taragam, At/ Po- Taragam, Block- Nabarangpur, Dist- Nabarangpur which will be refunded without interest in the event of rejection of the tender. The earnest money will be forfeited in the event of Failure to make the agreement.

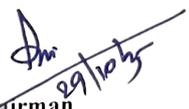
9. The successful bidder shall deposit the security deposit Rs. 40,000/- of the order value total cost in the financial year in the form demand draft (No TDS acceptable) only at the time of agreement. No exemption certificate will be accepted.

10. 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 from the market of 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.

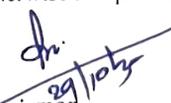
11. It is compulsory on the part of the undersigned to purchase the items for which the tender is being called.

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 supply order, as per the sample and specification. The quality should invariably be maintained through 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.

12. The articles/ items other than the specification given in the bid document will not be accepted.


Chairman
K.G.B.V, Taragam, Nabarangpur

13. Conditional tender shall not be accepted.
14. The rate quoted by the contractor shall hold good up to March- 2026. No amendment in the rate except increase / decreases in the rate of GST during the period of supplies will be accepted. For the branded items, if there would be some free gift schemes, marked on the packing, the same would liable to be supplied with the articles on 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 MPR. Sticking of MPR is not allowed.
15. 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.
16. The amount of security deposit shall be retained by the KGBV for the entire contact period as a safeguard again any defect appearing in the articles supplied within the period & the same will be refunded in the shape of e-transfer only.
17. In case of authorized representation certificate issued by the Manufacturer/ Company should be enclosed along with the tender.
18. The bidder or their authorized representative is to bring along with himself/ herself the sample of the items quoted by them in their bid document at the 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 non refundable.
19. The packed items supplied items supplied must be of FSSAI mark.
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/ KG/ Liter/Pcs as the case may be.
22. The approved party will have to make an agreement on non-judicial stamp paper of Rs. 20/- as per the terms and conditions 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 tender is changed, the same will be displayed on the District office & K.G.B.V. notice board.
24. Tender which do not comply with the above conditions are liable to be rejected and all rights reserved with the Chairman, K.G.B.V, Taragam, At/ Po- Taragam, Block- Nabarangpur, 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 invariable contain the following documents:
I. The technical bid should clearly be filled and kept in Envelope- I (Annexture -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 (Annexture - 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 are (Annexture -C)
VI. Check list (Annexture -D)
27. The interested party must submit tender for articles in prescribed format only otherwise the quotation/ tender so submitted will not be accepted.


Chairman
K.G.B.V. Taragam, Nabarangpur

Technical Bid for Grocery items (Annexature - 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 (2023-24 & 2024-25)
8. Updates GST returns file up to July- 2025 for monthly Tax Payer and updated GST return file up to June- 2025 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


Chairman
K.G.B.V, Taragam, Nabarangpur

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 Pare 01 to 27 and also enclose the rates of the items as
per list and specification given by the Chairman, K.G.B.V, Taragam, At/ Po- Taragam,
Block- Nabarangpur, Dist- Nabarangpur (odisha), Pin- 764059.

Witness (Signature, Name & Address)

Full Signature with seal

1.

Name of the Proprietor

2.

Seal of the firm


Chairman
K.G.B.V, Taragam, Nabarangpur

Financial Bid

(Annexure - B)

**KASTURBA GANDHI BALIKA VIDYALAYA, AT/ PO. TARAGAM, BLOCK.
NABARANGPUR, DIST. NABARANGPUR (ODISHA), PIN. 764059.**

Tender for supply of Mess Articles for the session 2025-26 (up to March 2026)

1. Name & address of the Party/ Firm: _____
2. GST Regd. 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 the supply of articles of Mess items (Grocery) to be supplied during the
Session 2025-26 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 quotes 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	Required Quantity per Month	Unit Price By MI (per Kg.) Nabarangpur in Rs.	Rate Quoted		
				Rate (in Figure per K.G.)	Rate in words per Kg.)	Remarks
1	Harad Dal (Non polished best quality)	200 Kg.	110/- Kg.			
2	Mung Dal	30 Kg.	100/- Kg.			
3	Refined Oil (Soyabin Oil)	100 Ltr/tin/jar	120/- Ltr			
4	Mustard Oil (Quote Brand)	10 ltr	150/- ltr			
5	Salt (Iodized) (quote brand)	30 Kg.	28/- pkt			
6	Red Chilly (quote brand)	6 Kg.	400/- Kg.			

Am
29/10/25
Chairman
K.G.B.V. Taragam, Nabarangpur

7	Turmeric Powder (quote brand)	6 kg	320/- kg			
8	Curry powder (quote brand)	2 kg	700/- kg			
9	Chicken curry powder	2 kg	820/- kg.			
10	Mutton curry powder (quote brand)	1 Kg	850/- kg			
11	Panner Masala	1 kg	350/- kg			
12	Garam Masala Powder (quote brand)	1 kg	320/- kg			
13	Pancha Phuton	6 kg	120/- kg			
14	Cumin Seed	3 kg	300/- kg			
15	Zeera Powder	2 kg	400/- kg			
16	Dhania powder	2 kg	150/- kg			
17	Mustard seed (Soriso)	3kg	100/- kg			
18	Suji (thick quality) (quote brand)	35 kg	45/- kg			
19	Sugar (Crystal) (thick quality)	40 kg	45/- kg			
20	Chuda	150kg	50/- kg			
21	Wheat Flour	30 kg	60/- kg			
22	Besan	30 kg	110/- kg			
23	Vermicelli (Semiya)	25 kg	80/- kg			
24	Motor Chana	30kg	55/- kg			
25	Kabuli Buto	30 kg	100/- kg			


 Chairman
 K.G.B.V. Taragam, Nabarangpur

26	Pampad	50 kg	20/- PKT			
27	Biscuit (Branded Quality) Arrowroot (Quote Brand)	600 pkt	43/- pkt			
28	Mixture (good quality)	50 kg	150/- pkt			
29	Milk Powder (quote brand)	6 kg	460/- kg			
30	Baking Soda	1 kg	100/- kg			
31	Soya Badi (Meal maker)	25 kg	80/- kg			
32	Tooth Paste along with free gift/scheme (100 gm) (quote brand)	Per quarter 200 Nos.	70/-			
33	Bathing Soap along with free gift/scheme (65 gm) (quote brand)	Per Month 200 Nos.	10/-			
34	Washing Soap along with free gift/scheme (150 gm) (quote brand)	Per Month 200 Nos.	25/-			
35	Detergent Powder (500 gm) (quote brand)	Per Month 200 Nos.	65/-			
36	Coconut Hair oil along with free gift/scheme (100 ml) (quote brand)	Per Month 200 Nos.	53/-			
37	Blue Liquid along with free gift/scheme (125 ml) (quote brand)	For 6 months 200 Nos.	10/-			
38	Bleaching Powder ISI Brand Grade -1	5 kg per month	50/-			
39	Tooth Brush (quote brand)	Per quarter 200 Nos.	20/-			
40	Tongue Cleaner	Per quarter 200 Nos.	5/-			
41	Toilet Brush (good quality)	10 Nos. Half yearly (1/2)	30/-			
42	Shampoo (Pouch) (quote brand) 100 Pc	800 Nos. Per month	90/-			
43	Soap Case (Plastic)	200 Nos. Per annum	30/-			
44	Comb (good quality)	200 Nos. Per month	10/-			
45	Sanitary Pad (quote brand)	10 nos. Per quarter	30/-			


 Chairman
 K.G.B.V. Taragam; Nabarangpur

46	Hand washing liquid (quote brand)250 ml	10 Nos. Par quarter	50/-			
47	Toilet cleaning liquid (quote brand) 1lit	10 Nos. Par quarter	90/-			
48	Phenyle white & Black 1lit	5 ltr per month	110/-			
49	Dettol 125ml	10 Nos. Par quarter	67/-			
50	Nail Cutter	200 nos. Per annum	35/- Pc			
51	Dalda	5 kg	100/- kg			
52	Dry Chilli	3 kg	200/-kg			
53	Jaggery (Gudo)	60 kg	65/-kg			
54	VIM bar (dish wash) 100g	5 kg	25/-			
55	Chawmin (Noodles) 250g	20 per kg	20/-			
56	Cold Cream Vaseline	200 nos. Per annum	30/-			
57	Potato	300 kg per month	20/-kg			
58	Onion	80 kg	25/-kg			
59	Kishan jam 200g	15 Nos.	50/-			
60	Dalia	50 kg	30/-			
61	Talcum Powder 250g	200 nos.	221/-			
62	Masala Powder	6 kg	380/- kg			
63	Ginger (adrak)	5kg	80/- kg			
64	Garlic(Lahsun)	5kg	90/- kg			
65	Mug seed(Raw)	40kg	95/-kg			


 Chairman
 K.G.B.V. Taragam, Nabarangpur

66	Chana Dal	25kg	85/-kg			
67	Ragi Powder	25kg	60/-kg			
68	Chatua	40kg	45/-kg			
69	Biriyani Masala 200g	2kg	30/-			
70	Ghee 1kg		650/-			
71	Sanitizer 500ml		248/-			
71	Coconut 1Pc		40/-			
72	Match Box		10/pkt			
73	Tea 1kg		380/-			
74	Lip Balm		20/-			
75	Ujjala 250ml		25/-			
76	Harpic 1 Lit		65/-			

Note:

1. The rice, dal & other loose articles should be cleaned & preference will be given to the manufacturer who holds the food licence.
2. The rates should be wholesale & not be exceeding from the market rate published in the News papers/ civil supply department & rates should not be more than from MRP(stickering & erasing of MRP will not be acceptable).
3. Sample must be submitted for all items along with tender,(sample of rice, dal, suji must be contained not less than 250 gm & other items must 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 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.

Signature of the Supplier

Name:

Seal of the Firm.

Ani
29/10/24
Chairman

K.G.B.V, Taragam, Nabarangpur

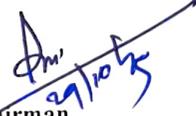
Annexure-D

1. Xerox copy of PAN Card.
2. Xerox copy of GST Regd. No.
3. Seal & signature of the Tenderer in all pages with date & seal along with the undertaking & signature of witness given below.
4. Money receipt of tender cost /DD for the tender paper cost of Rs. 2000/-
5. EMD of Rs. 20,000/-
6. Xerox copy of certificate from food inspector.
7. Affidavit regarding non-black listed in any tender process.
8. Income tax returns for last two years (2023-24 & 2024-25).
9. Under taking as given at annexure - c.
10. Updated GST return file up to July- 2025 for monthly tax payer & updated GST return file up to June- 2025 for quarterly tax payer.

Signature of the Supplier

Name:

Seal of the Firm.


Chairman
K.G.B.V., Taragam, Nabarangpur