



**DISTRICT RURAL DEVELOPMENT AGENCY,
BALANGIR**

In front of SBI Main Branch
Titilagarh Road, Balangir-767001
Phone No.06652-232863
Fax,06652-233082
E-mail-ori-dbolangir@nic.in

Notice Inviting Tender

NIT No- 4632 Dated 19.11.18

Sealed Item rate tenders are invited in double covers system by District Rural Development Agency, Balangir from Intended reputed & registered printing firm/agencies/ Units for 'Supply of Display and affixing of Poster 'under Ama Gaon Ama Bikash & Flex Hoarding under Rural Housing Scheme for having valid GST certificate, PAN card will detailed tender call notice.

The bid documents consisting of detailed specification, schedule of quantity and a set of terms and conditions and other necessary documents can be seen and purchased from the office of the under signed on payment of Rs.10,000.00(Rupees Ten Thousand Only) per set in shape of demand draft infavor of PD, DRDA payable at Balangir during office hours except Sundays and holidays till last date of sale of bid documents. The bid document is also available in the district portal <http://www.balangir.nic.in> and can be downloaded till last date of sale of bid documents. The bids downloaded from district portal must be submitted with tender paper cost of Rs. 10,000.00 (Rupees Ten Thousand Only) inshape of demand draft infavor of PD ,DRDA. Balangir payable at Balangir otherwise the bid will be rejected.

Bids must be accompanied With required EMD (Bid Security) of Rs.50,000/- (Rupees Fifty thousand only) in shape of NSC/TDR, STDR/ Deposit receipt of any scheduled Bank (valid minimum for 3 years from the date of receipt) duly pledged in favour of PD DRDA, Balangir. Bids without E.M.D or in other shape will not be considered and liable for rejection.

Bidders are required to submit technical bids and financial bids in separate sealed envelopes super -scribing 'Technical bid' and 'financial bid' and finally enclosing in a large envelope super- scribing Supply of **Display and affixing of Poster & Flex Hoarding** along With the samples of the above materials.

The sale of bid documents start from 19.11.2018 at 10.00 A.M. and close on dated 30.11.2018 till 5.00 P.M. The bid documents will be received up to 01.12.2018 till 5.00 P.M. by register/speed post only and opened on 03.12.2018 at 11.00 A.M. in the Conference Hall of DRDA, Balangir in the Presence of the bidders and their authorized representatives. The financial bids of unsuccessful bidders will not be opened.

Tenders received after due date and time will not be accepted. District Rural development Agency, Balangir shall not be responsible for postal delay or similar reasons. The tenders/bids sent through electronic means shall not be accepted. Any corrigendum/addendum, if any, will be uploaded in the above mentioned website

The bids incomplete in any shape will not be considered for acceptance and liable for rejection.


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District Rural development Agency, Balangir reserves the right to accept or reject any or all tenders/bids without assigning any reason thereof.

For any queries you may contact at Mob No. 9437367944 (Accountant)

Address: District Rural Development Agency, Balangir.

E Mail: ori-dbolangir@nic.in



Collector & CEO,
DRDA, Balangir.

DISTRICT RURAL DEVELOPMENT AGENCY, BALANGIR

1	Date of posting of the bid document on website	19.11.2018
2	Date & time for sale of the bid documents	19.11.2018 to 20.11.2018
3	Last date & Time for receipt of bid documents	01.12.2018 (5.00 PM)
4	Date & Time of opening of Bid document	03.12.2018 (11.00 AM)

DETAILED TENDER CALL NOTICE

FOR PAINTING OF POSTER, POSTER KIOSK, BILL BOARD & FLEX HOARDING

UNDER AMA GAON AMA BIKAS (AGAB)

1	Copy of valid registration certificate and GST certificate
2	Copy of audited balance sheet and profit and loss account for 2018-19, 2018-17 and 2017-18 clearly indicating the turnover
3	Work experience certificate for authorized office/ copy of work order/copy of agreement in execution of similar nature of works
4	Proof of Experience/Contract
5	Xerox copy of the Income Certificate/PAN card of the supplier etc.
6	Original Money receipt Demand Draft as proof of payment of Tender Cost.
7	EMD for Rs.50,000/- in form of NRE/FCR/STDR Deposit receipt of any scheduled Bank (valid minimum for 3 years from the date of receipt) duly pledged in favour of PD DRDA, Balangir
8	Undertaking for (GENERAL AND SPECIAL)
9	Undertaking for no blacklisting.
10	Undertaking for no pending legal cases.
11	Bid Processing Fees of Rs.2,000 in shape of DD
12	Authorization certificate



TERMS AND CONDITIONS

(GENERAL AND SPECIAL)

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Important Dates

1	Date of hoisting of the bid document on website	19.11.2018
2	Date & time for sale of the bid documents	19.11.2018 to 30.11.2018
3	Last date & Time for receipt of bid documents	01.12.2018(5.00 PM)
4	Date & Time of opening of Bid document	03.12.2018(11.00 AM)

Check List of Documents

Sl. No.	Particulars of Items	Status (Yes/No)
1	Copy of valid registration certificate and GST certificate	
2	Copy of audited balance sheet and profit and loss account for 2015-16, 2016-17 and 2017-18 clearly indicating the turnover.	
3	Work experience certificate from authorized office /copy of work order/copy of agreement in support of execution of similar nature of works.	
4	Proof of Experience/Contracts.	
5	Xerox copy of the Income Tax Clearance Certificate/PAN card of the supplier etc.	
6	Original Money receipt Demand Draft as proof of payment of Tender Cost.	
7	EMD for Rs.50,000.00 in shape of NSC/TDR, STDR/ Deposit receipt of any scheduled Bank (valid minimum for 3 years from the date of receipt) duly pledged in favour of PD DRDA, Balangir	
8	Undertaking for capacity to deliver in stipulated time frame.	
9	Undertaking for no blacklisting.	
10	Undertaking for no pending legal cases.	
11	Bid Processing Fees of Rs.2,000 in shape of DD	
12	Authorization certificate	


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1. **Background**

PD, DRDA, Balangir intends to procure “**Poster, Poster Kiosk and bill Board & Flex Hoarding**” as per the indicate list in the district. The detail list of materials required for 14 (fourteen) Blocks and DRDA will be given to the successful bidder after the completion of the tender process. The cost is inclusive of all taxes, conveyance & installation etc. complete.

2. **Scope of Work**

The scope of work is comprising of supply of “Poster, Poster Kiosk and bill Board & Flex Hoarding” of the required specification and quality. The bidders are required to submit samples of each materials as per the specification in the indicative list given below along with financial bid. The selected bidder is required to make delivery and installation at all Block headquarters (BDO Office) of 14nos. Blocks and District Headquarter of the Balangir district with in 15days of assignment of the Order/Contract.

3. **GST Certificate**

The firm/ dealer must have valid GST certificate, PAN card and Income Tax Return details of 3 years i.e. financial year 15-16, 16-17 & 17-18.

4. **Infrastructure**

The Organization have its own Flex Machine & Infrastructure and location be mentioned (Photo of infrastructure enclosed for verification).

5. **Experience**

The Organization has supplied by similar types of work “Poster, Poster Kiosk and bill Board & Flex Hoarding” during in the last continuity 4years in nearby district of Govt. organisation. Copy of work order clearly specifying the works (submit necessary documents with photo copy details).

6. **Turn Over**

The bidder must have an average annual turnover of Rs.40.00 lakhs In the presiding two financial year i.e. 2016-17 and 2017-18. The balance sheet and profit and loss account shall be submitted duly audited by a chartered accountant in support of proof.

7. **Bid Processing Fees**

The bidder shall submit a bid processing fees Rs.2,000.00 (Rupees Two Thousand Only) in favour of PD, DRDA, Balangir inshape of demand draft payable at SBI Balangir.

8. **EMD**

The bidder shall submit EMD of 50,000/- (Rupees Fifty thousand) only in shape of NSC/TDR, STD/ Deposit receipt of any scheduled Bank (valid minimum for 3 years from the date of receipt) duly pledged in favour of PD DRDA, Balangir.

9. **Undertaking as to litigation/Black Listed**

The bidder shall submit have any legal suit/ criminal case pending / black listed against it

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for violation of PF/ESI/MW Act or any other law. (Submit affidavit of declaration for no case pending).

10. Declaration

The bidder shall submit affidavit of declaration that the organization agrees to abide by all term & conditions of tender.

11. Samples of Items

The bidder shall exhibit samples of "Poster, Poster Kiosk and bill Board & Flex Hoarding" inconformity with the specification on opening day.

13. INSTRUCTIONS TO BIDDERS

General Instructions

- Interested bidders are advised to view the detailed tender documents at www.balangir.nic.in or can be had from DRDA, Balangir.
- Bidders desirous of participating in the tender shall have to pay the tender cost mentioned in notice inviting tender. The tender cost is required to be paid in shape of Demand draft only, drawn from any nationalized bank in favour of PD, DRDA, Balangir and payable at Balangir. The tender cost is exclusive of GST and is not refundable.
- Earnest money as specified in bid shall be deposited in shape of Demand Draft from any nationalized bank in an acceptable format the time of submission of bid.
- Bid securities of the unsuccessful bidders shall be returned to them within 02 weeks of the selection of successful bidder.
- Bidding Partnership firms are required to submit complete partnership deeds along with the bid documents.
- The bidders shall submit reports on their financial standing such as audited profit and loss statements, balancesheet. Auditor's reports and banker's certificates for the last three years. All accounting statements must be duly audited and submitted along with the auditor's note of accounts and accounting standards.
- The bidders shall submit information on their performance during last 4 years in proper format.
- The supplied materials shall strictly comply with the specifications as mentioned in the bid, otherwise the material shall be liable for rejection.
- Since timely execution of works is the essence of the contract, requests for extension of time for supply shall not ordinarily be entertained.
- Notice inviting tender, bid documents, prescribed Technical bid, financial bid, terms & Conditions shall form the part of the tender.
- All Taxes applicable at the time of supply may be admissible.
- Besides, EMD, the bidder shall have to submit performance security 5% of the contract value shape of Bank Draft in favour of PD, DRDA, Balangir payable at Balangir


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and it should be valid beyond 60 days after the end of a contractual obligations or warranty obligations.

• **The EMD may be forfeited in case**

- I. The Bidder withdraws its bid within validity period of 90days.
- II. The Bidder does not respond for clarification of bid.
- III. The Bidder fails to provide the required information during the evaluation process.
- IV. The Bidder submits false information.
- V. The Bidder fails to sign Agreement in time or does not furnish Performance Security i.e.5% of the Contract value.
- VI. The Bidder materially alters his Bid during the Bid processing period.

• DRDA, Balangir will not be responsible for any incidental or consequential losses of the firms while execution.

• Deviations in terms and conditions, specification of material, in section clause etc. Will not be accepted under any condition.

• Prices quoted must be firm and fixed; it shall be quoted in both figure and word. It should be Inclusive of all taxes, conveyance & installation etc. complete.

• Conditional tender shall not be accepted.

• Canvassing in any manner shall not be entertained and will be viewed seriously leading to rejection of the bid.

• All the documents submitted by the Bidder shall be self-attested or else liable for rejection.

• The delivery shall be made within 30 days from the date of issue of supply order.

12. Opening of Financial Bid

• If the Technical Bid is found complete and responsive, the financial bid will be opened.

• The Financial bids of only the Bidders whose samples are selected by the evaluation committee (technical) will be opened.

• Bid shall be awarded to the farm(s) offering the lowest/net bundled price and not with reference to lowest prices quoted for the sub-items. However, if prices for each and every item are not quoted, bid shall not be accepted.

12. Bid Processing Fee

Apart from cost of tender paper., the bidder shall submit a Bid processing fees of Rs. 2,000/- (Rupees two thousand only)along with Technical Bid failing which the tender will be rejected. It is non-refundable.


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13. Delivery Mechanism & Installation

The delivery & Installation of the materials by the bidder at the respective Block Headquarter & District headquarter. A random quality and quantity check will be conducted at the time of each delivery. If the quantity and quality is found to be non-satisfactory, Bidder will be penalized upto 100% of the Order value.

14. Settlement of Dispute

In case of any dispute arises between the supplier and purchaser shall be tried to resolved amicably by mutual understanding. If the party fails to resolve the dispute within 21 days shall be settled through arbitration under the jurisdiction of Balangir Court on as per Indian Arbitration and Conciliation Act-1996.

15. Payment

Payments shall be made after and on receipt of necessary certificate from concerned Block Development Officer and DRDA level any officer authorized by PD DRDA and if found satisfactory.

16. Liquidated Damages

In case the supplier fails to supply the above materials within the stipulated period the liquidated damages maximum upto 100 percent of the order value.

Materials Specification:

(a) Ama Gaon Ama Bikash

SI No	Items	Specification
1	Poster	24 Inch x 18 Inch (Vinyl Printing, Fine finish with High durability)
2	Poster Kiosk	24 Inch x 8 Inch (Flex with Iron (1"/1") frame, Fine finish with High durability)
3	Bill Board	36 Inch x 18 Inch (Flex with Iron (1"/1") frame Board, Fine finish with High durability)

(b) Rural Housing Scheme

SI No.	Items	Specification
1	FLEX HOARDING (Size-12 feet x 8 feet)	<ol style="list-style-type: none">1. 5" x 2.5" C channel2. Outer angle:- 2" x 2"3. Inner Angle:- 2" x 2"4. 2 feet deep concrete on each pole of the board.5. Frame will be Iron angle & Flex should be best quality with digital multi coloured printing.6. Flex should be fixed by Iron pipes and GI wires7. Structure of the Hoarding will be 5 feet from ground level


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(Sample Format for Undertaking that Firm/Agency/Unit is not Black listed)
(Sample Format for Undertaking as to Capacity of Supply)

To:

The Project Director,
District Rural Development Agency ,
Balangir District.

UNDERTAKING FOR SUPPLY OF DISPLAY , AFFIXING OF POSTER AND FLEX HOARDING

We confirm that we have the capacity to supply the required Display and affixing of Poster 'under Ama Gaon Ama Bikash & Flex Hoarding under Rural Housing Scheme amounting to to all Block and District headquarter of the Balangir district as per their requirement in a time frame of 15 days.

For and on behalf of:

Signature (with Seal)

(Sample Format for Undertaking that Firm/Agency/ Unit is not Black listed)

To:

The Project Director,
District Rural Development Agency ,
Balangir District.

UNDERTAKING THAT THE FIRM/Agency/ Unit IS NOT BLACKLISTED

We confirm that we are not blacklisted by any Government Institution/ CPSE
/SLPE/Local

Authority

For and on behalf of:

Signature (with Seal)

Financial Bid

Supply of the Materials

SI No	Name of the Items	Specification	Unit	Quantity	Quoted Rate (Both in figure and word)
1	Poster	24 Inch x18 Inch (Vinyl Printing, Fine finish with High durability)	Per piece	6972	
2	Poster Kiosk	24 Inch x 8 Inch (Flex with Iron (1"/1") frame, Fine finish with High durability)	Per piece	10400	
3	Bill Board	36 Inch x18 Inch (Flex with Iron (1"/1") frame Board, Fine finish with High durability)	Per piece	1007	
4	FLEX HOARDING (Size-12 feet x 8 feet)	<ol style="list-style-type: none"> 1. 5" x 2.5" C channel 2. Outer angle:- 2" x 2" 3. Inner Angle:- 2" x 2" 4. 2 feet deep concrete on each pole of the board. 5. Frame will be Iron angle & Flex should be best quality with digital multi coloured printing. 6. Flex should be fixed by Iron pipes and GI wires 7. Structure of the Hoarding will be 5 feet from ground level. 	Per piece	As per Requirement	


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Signature of Bidder

