



OFFICE OF THE COLLECTOR AND DISTRICT MAGISTRATE, BALANGIR  
NIZARAT SECTION

NO 03 /Dt. 06.01.2021

**TENDER CALL NOTICE**

Sealed Tenders under two bid system are invited from the authorized eligible manufacturing company/dealer/ having valid PAN/GST registration certificate for supply of Godrej make furniture, like Chair, Sofa, Table & Center Table. The tender documents may be downloaded from the website [www.balangir.nic.in](http://www.balangir.nic.in) on 06.01.2021 onwards and filled documents will be received by Registered/ Speed post/ Courier/Hand delivery at Nizarat Section within office hour by 15.01.2021 addressed to Collector & District Magistrate, Balangir, At-Collectorate, Balangir District-Balangir, Pin-767001 by 15.01.2021 2.00 P.M. .

Terms & Condition

1. Eligibility criteria:
  - i. The company should have authorized dealer set up presence in the state and district where the job is being undertaken to provide better after sales services.
  - ii. The company should be able to render prompt service at Balangir within 24 hours after the complaints are lodged.
  - iii. The company should offer 12 months warranty on the products from the date of delivery against any manufacturing defects in which case free repair/ replacement has to be done.
  - iv. Test standards: all metal components should be power coated with epoxy power coating. Anti rusting treatment should be undertaken.
2. Tender Application: the intending bidder may apply by downloading bid form and document from the website [www.balangir.nic.in](http://www.balangir.nic.in) and apply accordingly along with detail enclosures.
3. Place and date of receiving Tender: Sealed Tender will be received at Collectorate, Balangir through Speed post/ Registered post/ Courier/ Hand delivery at Nizarat Section only in the office on or before 15.01.2021 at 02.00P.M. and the sealed envelope super scribing "Tender for supply of furniture to Collectorate, Balangir" shall be sent to Collectorate, Balangir, Dist-Balangir, Pin-767001, Odisha. This office will not be responsible for receipt of tender paper beyond the stipulated date & time due to any postal delay.

4. Date, Time and Venue for opening of Tender: The sealed documents shall be opened on 15.01.2021 at 4.00Pm in the conference hall of Collectorate, Balangir in the presence of bidders or their authorized representatives and the members of the District level purchase committee. The authority reserves the right to cancel/ reject all or any part of the notice without assigning reason thereof. In case of any unavoidable circumstances, if the tender could not be opened on the scheduled date, then next date will be communicated to the bidders as per decision of the authority. Incomplete tender papers shall be liable for rejection.
5. Bidders should apply for tender in two part bidding system. i.e. i) Technical Bid and ii) Financial Bid, which are to be submitted as per the format prescribed in Bid documents and two separate sealed envelopes. The envelopes are to be super scribed as "Tender for supply of furniture to Collectorate, Balangir". The financial bid shall be opened in respect of those bidders who qualify in Technical bid.
6. GST Registration Certificate: The intending bidder should submit the photocopy of the GST registration Certificate & Number, PAN card with original bid document.
7. Authorization: the bidder should submit documents regarding proof of authorization for supply of the tender issued by OEM and the dealership certificate of the quoted brand/make issued by OEM.
8. The intending bidder should submit an affidavit in non judicial stamp paper that the bidder has not been blacklisted by any Govt. organization.
9. Price: price quoted by the bidder should include all charges such as GST, Transportation charges to Collectorate, Balangir installation & commissioning of items at Collectorate, Balangir and insurance cost till the item is accepted at Collectorate, Balangir. The rate quoted shall remain unchanged till the completion of successful installation of the items at Collectorate, Balangir. Any increase in the rates during time of supply is not permissible.
10. EMD: The intending bidder should submit the EMD of 1% of the bid value in shape of bank draft drawn in favor of "Collector, Balangir" payable at Balangir along with bid documents. No exemption certificate will be accepted. The EMD of all unsuccessful bidders will be refunded after finalization of Tender process. Vender should write the organization name at the back side of the BD/DD.
11. Penalty: if the proposer fails to deliver and install the items within the stipulated time, they will be imposed a penalty of 0.5% of the order value for late of each week delay or part thereof subject to maximum of 2% of value of the late delivered items.
12. Forfeiture of EMD: if the selected bidder fails to execute the agreement or deposit the required performance security within the prescribed date after being intimated, his/her EMD will be forfeited.



13. Payment: 100% of the billing amount will be paid through A/C payee cheque only after submission of delivery challan, Stock entry certificate & installation certificates.
14. Insolvent: The authority may at any time terminate the contract by giving written notices to the bidder if the bidder becomes bankrupt or otherwise insolvent. In this event termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter.
15. The undersigned reserves the right to accept/reject any or all the tenders without assigning any reason thereof.
16. Jurisdiction: any legal dispute arising in respect of the bid shall be instituted within the jurisdiction of Balangir, Odisha only.

Date:

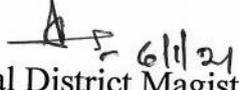
 6/1/21  
Additional District Magistrate,  
Balangir.



OFFICE OF THE COLLECTOR AND DISTRICT MAGISTRATE, BALANGIR  
NIZARAT SECTION

**Bid documents for supply of furniture of Godrej make to Collectorate, Balangir.**

- a) Last Date of receipt of Tender Document: 15/01/2021 at 2.00P.M.
- b) Date and time and venue for opening of the Tender: 15/01/2021 at 4.00P.M.
- c) EMD : 1% of the tender value. (Refundable)
- d) Date of completion of work: within two month of issue of purchase order.
- e) Technical Bid : At annexure 'A'.
- f) Financial Bid/Rate/Specification: At annexure 'B'

  
Additional District Magistrate,  
Balangir.

**TECHNICAL BID**  
**Application Form for Bidding**

1. Name of Registered bidder:
2. Name of Authorised Person:
3. Address:
4. Contact No.:
5. PAN No. (encl. Photo copy):
6. GST registration Certificate & No (enclose photo copy)
7. EMD Amount in detail:

DD No. \_\_\_\_\_ /Date \_\_\_\_\_ Bank \_\_\_\_\_ Amount(in Rs.) \_\_\_\_\_

8. Documents to be enclosed:

- i) Photocopy of PAN Card
- ii) Photocopy of GST Registration Certificate & Number.
- iii) Proof regarding similar type of work experience in Govt. Sector  
(Single Order minimum of Rs. 25 Lakh.)
- iv) Draft for EMD.
- v) Photocopy of Company/Firm Registration Certificate.
- vi) Authorization certificate for bid application issued by OEM.
- vii) Affidavit on 'not blacklisted at any where'
- viii) Income Tax return of last 3 years.

I hereby declare that the above statements are true and correct to the best of my knowledge and belief.

Palce:

Date:

Seal and Signature of the Bidder.

## FINANCIAL BID

## SPECIFICATION OF THE ITEMS TO BE SUPPLIED AND INSTALLED

SI No	Name of Items	Make & Model	Unit	Amount (in Rs.) ( inclusive of GST)	
01	Chair for participants	Godrej- visitor with Armrest (Black)	50		
02	Chair for Dias	Godrej- GODREJ INTERIO REVOLVING CHAIR With ARM 360 Degree.(High Back) Black	01		
03	Chair for Dias	Godrej- GODREJ INTERIO REVOLVING CHAIR With ARM 360 Degree.(Mid Back), Black	05		
04	Chair	Godrej-Visitor (beat) black	08		
05	Sofa	Godrej-3seated+1+1 GODREJ INTERIO gray teak plywood.	01		
06	Sofa	Godrej-2seated+1+1 GODREJ INTERIO gray teak plywood.	02		
07	Centre table	Godrej-CRYSTALLINE COFFEE TABLE WITH GLASS TOP (Godrej Interio)	02		
08	Table for Collector chamber	Godrej Interio with cabinet	01		