



**OFFICE OF THE COLLECTOR & DISTRICT MAGISTRATE, BOLANGIR.  
(ST & SC DEVELOPMENT SECTION)  
TENDER CALL NOTICE**

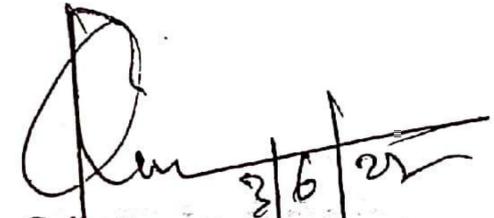
No. 1563 /SSD/ X-Dev.02/2022 Date. 03/06/2022

Sealed tenders are invited from the reputed firms, agencies & suppliers for supply of the Dual Desks as per specification for the Students of different Schools running under ST & SC Development Deptt. in Balangir District for the year 2022-23. The details tender documents can be obtained from the District Website <http://balangir.nic.in> .

The interested bidder(s) may submit their sealed tender documents in prescribed format to the District Welfare Officer, Balangir on or before 24/06/2022 by 5.00 PM through Regd. Post/Speed Post only. The bidders are required to submit Technical Bid and Financial Bid in separate envelopes put in a common envelope mentioning "Tender for supply of Dual Desk for SSD Schools" on the cover of the envelopes.

The sealed tenders will be opened in presence of the member of the purchase committee and bidders or their authorized representatives. The date, time & venue of opening of Technical/Financial Bid will be intimated later.

The authority reserves the right to accept or reject any or all tenders without assigning any reason thereof.

  
Collector, Balangir

Memo No. 1564 /SSD

Date. 03/06/2022

Copy forwarded to the DIO, NIC, Balangir for kind information & necessary action. He is requested to web-hoist the Tender Notice in the District portal for wide circulation.

Copy to Notice Board of Collectorate, Balangir/ all Blocks/all Tahasils for wide circulation.

  
Collector, Balangir.

**Specification of Items:**

Sl No.	Name of the Items	Approximate Quantity (in nos.)	Specification
01	Dual desk	1179	<ul style="list-style-type: none"><li>➤ Metal frame made with 25x25 mm square mild steel tube of minimum 0.9 mm wall.</li><li>➤ MS frame duly powder coated.</li><li>➤ All wooden planks made with minimum 17mm thick prelam MDF.</li><li>➤ All edges are to be finished with edge bending of minimum 1.3 mm PVC tape.</li><li>➤ Lower Modesty panel made with minimum 0.8 mm thick CRC sheet with square cuts in rows and power coated.</li><li>➤ All ends of MS tube to be fixed with plastic caps.</li><li>➤ Wooden planks to be fixed with self tapping screw with the frame.</li></ul> <p><b>Dimension.</b></p> <ul style="list-style-type: none"><li>➤ Top size: Minimum 42"x14"</li><li>➤ Width of seat: Minimum 11"</li><li>➤ Width of back: upper part 5" &amp; lower part 4"</li><li>➤ Desk height: 30"</li><li>➤ Seat height: 18"</li></ul>

**Bid price:**

- a. The transportation & installation charges shall be included in the Bid price.
- b. All taxes, duties and other levies payable by the dealer under the contract shall also be included in the Bid price.
- c. The price should be quoted in Indian Rupees only.

**While submitting the bid, the bidders should furnish the following documents:**

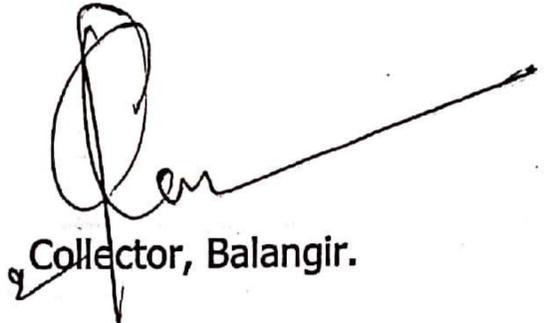
- a. Self attested copy of Registration Certificate of firm/agency with seal and signed.
- b. Self attested copy of valid PAN with seal and signed.
- c. Self attested copy of valid GST Registration Certificate with seal and signed.
- d. Self attested copy of up to date (Recent) GST Return Certificate with seal and signed.
- e. Self attested copy of last one Financial Year's IT Return (2020-21)/assessment year (2021-22) with seal and signed.
- f. Tender paper cost in shape of Demand Draft of Rs. 2,000/-.
- g. EMD for bid security in shape of Demand Draft of Rs. 50,000/-
- h. Bank account number (self cancelled cheque to be attached).

## Terms and Condition

1. Each bidder shall submit only one quotation as per the enclosed Quotation formats.
2. Overwriting/ correction / cutting in the tender papers must be avoided. Each pages in the tender paper must be signed by the bidder.
3. The bidders are required to deposit non-refundable Tender paper cost of Rs. 2,000/- (Rupees two thousand) only in shape of Demand Draft in favour of the District Welfare Officer, Balangir payable at S.B.I. Balangir while submitting bid.
4. The Bidder should deposit EMD of Rs.50,000/- (Rupees fifty thousand) only towards bid security in shape of Demand Draft in favour of DWO, Balangir payable at S.B.I. Balangir and enclose the same with the tender papers. Bid security of the unsuccessful bidder shall be returned after finalization of tenders.
5. The successful bidder will have to deposit a performance security Deposit of 5% of the contract price in the form of Bank Guarantees from any Nationalized Bank drawn in favour of District Welfare Officer, Balangir covering a period of three (03) years from the date of intimation to the selected bidder with award to supply. Bid security of the successful bidder may be converted to performance security on the consent of the bidder and the bidder shall deposit the rest of the performance security, if desires.
6. The conditional bids shall not be considered and will be rejected in very first instance.
7. Sealed tenders will be received up to 24/06/2022 by 5.00pm at the Office of the District Welfare Officer, Balangir. Any tender received after the due date and time will be rejected / returned to the sender without opened. The tenders will be received through regd. Post/speed post only.
8. The bidders are to submit their tenders in separate sealed covered envelope for technical bid and financial bid by subscribing "Technical Bid" in cover "A" and "Financial Bid" in cover "B" and both covers should be put in third cover which should be subscribed as "Tender for supply of Dual Desk to the SSD Department Schools".
9. The date, time & venue of opening of sealed tender cover "A" (Technical Bid) will be intimated later on. The bidder or his representative may present at the time of opening of the tender. The authorized representative should show authorization letter at the time of opening of technical bid.
10. The financial bid of those will be opened only who have technically qualified. The date, time & venue of opening of sealed tender cover "B" (Financial Bid) will be intimated later on to the successful bidders through E-mail (mail address submitted in the tender documents)/post.
11. The tender shall remain valid for a period of 60 days from the last date fixed for receiving the same.

12. Delivery period should be within 20 days from the issue of the supply order. If failed to supply within the time period, the order will be automatically cancelled without further communication.
13. Rate quoted must be inclusive of all taxes and cost of transportation & installation & will be valid for a period of one year from the date of approval.
14. The undersigned reserves the right to place the order in phases.
15. The number of items/ materials are subject to change in supply order as per requirement.
16. Any effort by a bidder to influence the purchaser in its decision on bid evaluation or placement of supply or purchase order may result in rejection of the bidder's offer.
17. The bidders must submit samples with specification mentioned in tender document before opening of the Technical Bid for quality verification. The firm/ agency will be considered strictly on the basis of the quality of the sample submitted by bidders which will be evaluated by the District Level Purchase Committee. The item will be selected by the purchase committee on the basis of the quality. The technical bid of the selected items will be opened. If the stock supplied by the successful bidder does not match with the sample at time of delivery of items, the stock will be rejected and the supplier has to replace the total quantity of the same product at his own cost.
18. The purchaser will evaluate and compare the quotations determined to be substantially responsive i.e. which (a) are properly signed and (b) conform to the terms & conditions and specifications. The bids would be evaluated for each item separately given in the bidding format.
19. If found that the successful bidder is incompetent to supply the materials, in such situation, the proposal may be reviewed for award of the contract to the next qualifying bidder or go for a fresh bid depending on the circumstances. No compensation shall be payable in any form whatsoever to the forfeited firm. In case it is decided to go for the next qualifying bidder, negotiation may be considered to bring down their price that of originally Evaluated or lowest bidder.
20. The bidder should deliver and install the goods within 20 days from the date of purchase order. The bidder should take responsibility of the goods till it reaches the delivery destination. Insurance etc shall be arranged by the supplier. Bidder shall arrange the road permits or any other document whatever required.
21. The warranty shall be on-site, comprehensive for a period of three years from the date of installation.
22. The successful bidder shall not assign or sub-contract or sub-let the whole or any part of the supply order in any manner.

23. The authority reserves right to withdraw or relax any of the terms and conditions mentioned above so as to overcome the problem encountered at a later stage. All corrigendum containing amendments to this tender will be posted in District Website. Bidders are advised to periodically check our website for updating the matter.
24. Any legal dispute arises out of this is subject to Balangir jurisdiction only.
25. The Collector, Balangir reserves the right to accept or reject any or all the tenders without assigning any reason thereof.



Collector, Balangir.

## Technical Bid

1	Name of the bidder	
2	Address of the bidder	
3	Telephone and Mobile phone No.	
4	e-mail address if any	
5	Firm/Agency registration details	
6	GST Regd. No. (enclose self attested copy)	
7	PAN No. (enclosed self attested copy)	
8	Upto date (recent) GST Return Certificate (enclosed self attested copy)	
9	Last one Financial year's IT Return (2020-21)/ assessment year (2021-22) (enclose self attest copy)	
10	Tender paper cost in shape of Demand Draft of Rs. 2,000/- (mentioned DD no. & amount)	
11	Bid Security (EMD) in shape of Demand Draft of Rs. 50,000/- (mentioned DD no. & amount)	
12	Bank account number (cancelled cheque to be attached)	

I do hereby certify that, the above mentioned particulars/ information are true to the best of my knowledge and correct.

Full signature of the Bidder  
With date and seal.

Place:

Date:

### Financial Bid

Sl No.	Name of the item with specification	Unit (in nos.)	Price quoted per unit in Rs. Inclusive of all taxes	Transportation/ installation charges if any	Total price
1	2	3	4	5	61
1	Desk Bench (Dual Desk)	01			

The bidding price (including taxes and other charges is Rs.....  
(Rupees ..... ) in words.

We agree to supply the above goods in accordance with the technical specification for the amount mentioned above within a period of 3 months from the receipt of the supply order.

NB: (a) In case of discrepancy between unit price and total price, the lowest price among them shall be prevailed.

(b) We agree with other terms and conditions of the tender and also confirmed we will provide the materials as per the standard specified in the document.

I do hereby certify that, the above mentioned particulars/ information are true to the best of my knowledge and correct.

Full signature of the Bidder  
With date and seal.

Place:

Date: