

**OFFICE OF THE MUNICIPAL COUNCIL : BALANGIR**

No. 4331 /BM. / Dt. / 29.07.22

**TENDER PAPER  
FOR  
PROCUREMENT OF SANITARY  
MATERIALS**



## OFFICE OF THE MUNICIPAL COUNCIL: BALANGIR

Address: - office of the Balangir Municipal council Balangir, Opp. Of Rajendra park Balangir, Pin: -767002, Ph No.: - 06652 232720, Email ID:- bgrmc1972@gmail.com

Letter No 4331 //

Date 29.07.22

### TENDER CALL NOTICE

Sealed tender, in conformity with detailed tender call notice in two bid system are invited from intending firm / manufactures having DIC Registration Certificate / suppliers / /Authorized Distributor/Dealer having eligibility criteria as mentioned in the tender to supply of the Sanitary Materials as per specifications details mention in tender scheduled, so as reach before the Executive Officer, Balangir Municipality through Registered post/ Speed post / Courier service/ by hand in drop box up to **11.00 AM on Dt.08.08.2022**. Tender documents are to be obtained from Balangir Municipality on deposit of non-refundable cost of tender document of **Rs. 6000/- (Rupees Six Thousand) + GST** only from **Dt.29.07.2022 to Dt.06.08.2022** during office hours. The tenderers are also required to deposit EMD of **Rs.50,000/- (Rupees Fifty thousand)** only in shape of DD/TDR pledged in favour of Executive officer, Balangir Municipality along with the tender. Tender documents can also be seen and downloaded from the website <http://www.balangir.nic.in> from Dt. 29.07.2022 to Dt.06.08.2022. The technical bid will be opened at **11.30 AM on Dt.08.08.2022** in presence of the tenderers or their authorized representatives. Balangir Municipality will in no way, be responsible for any delay in receipt of tender documents. Tenderers qualified in the technical papers will be allowed for opening of their financial bid cover at **01.00 PM on Dt. 08.08.2022** in presence of tenderers. The undersigned reserved the rights to cancel the tender at any time without assigning any reason thereof.

The Tenderer who obtain the tender documents from the website needs to submit the paper cost @ Rs. 6,000 + GST (Non Refundable) in shape of D.D. drawn in favour of Executive Officer Balangir Municipality along with Tender Documents.

  
29.07.2022  
Executive officer

Balangir Municipality

Memo No. 4332 / BM, Dated: 29.07.22

Copy submitted to the Collector-cum-District Magistrate, Balangir/Project Director, DUDA, Balangir / Asst. Executive Engineer (R&B), Balangir for favour of information with a request to hang the notice in this office notice board for wide publicity.

  
29.07.2022  
Executive Officer

Balangir Municipality

Memo No. 4333 / BM, Dated: 29.07.22

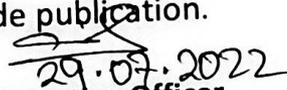
Copy submitted to the Tender committee members, Balangir Municipality favour of information and necessary action.

  
29.07.2022  
Executive Officer

Balangir Municipality

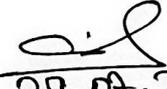
Memo No. 4334 / BM, Dated: 29.07.22

Copy submitted to the D.I.O, NIC, Balangir for information. He is requested to webhost the Detailed Tender Call Notice in the District website for wide publication.

  
29.07.2022  
Executive Officer  
Balangir Municipality

Memo No. 4335 / BM, Dated: 29.07.22

Copy submitted to the Director, I & PR Deptt., Odisha, Bhubaneswar for kind information and request to publish the "DETAILED TENDER CALL NOTICE" (Copy enclosed) in one of Odia daily Newspaper and one English newspaper with minimum size for one day for information of all concerned.

  
29.07.2022  
Executive Officer  
Balangir Municipality

Memo No. 4336 / BM, Dated: 29.07.22

Copy to Office Notice Board for information of general public.

  
29.07.2022  
Executive Officer  
Balangir Municipality

OFFICE OF THE MUNICIPAL COUNCIL: BALANGIR

*TENDER PAPER*

**PART – I**  
**(TECHNICAL BID)**

*FOR*  
*PROCUREMENT OF SANITARY*  
*MATERIALS*

# **SUBMISSION AND OPENING OF TENDER**

*The tender shall be prepared & submitted separately in sealed envelopes in two parts viz-Part-I & Part-II clearly indicating on the covers PART-I (Technical bid should contain all relevant documents/ paper of tender including cost of TP,EMD,PAN Card, GST Registration Certificate/ GST Clearance certificate (Return copy of Last three month)/ Licence/ Authorized Distributor. Dealership certificate etc.) & PART-II (Financial Bid). The cover shall be super scribed "Tender for the work-Procurement of Sanitation Materials" addressed to the Executive Officer, Balangir Municipality. The envelope containing the technical bid & financial bid should also super scribed accordingly. The full name of postal addressee, e-mail address & telephone number/ Cell number of the tenderer shall be written on the bottom left corner of the sealed envelope. The financial bid of those will be opened who will qualify in the technical bid. If the last date of receipt & date of opening happens to be govt. holiday, then the next working day will be treated as last date of receipt & date of opening at the same time.*

Signature of the bidder with seal

Date.

  
29.07.2022  
**Executive Officer**  
**Balangir Municipality**

**OFFICE OF THE MUNICIPAL COUNCIL: BALANGIR**

***PART- I***

**TECHNICAL BID DOCUMENT**

*(To be enveloped in separate sealed cover)*

*(Technical Bid should contain all relevant documents/ paper of tender including cost of TP, EMD, PAN Card, GST Registration Certificate/GST Clearance certificate(Return copy of Last three month)/Licence/ Authorized Distributor. Dealership certificate etc.)*

**NAME OF WORK: Supply of Sanitation Materials as specified in the tender.**

EMD Issued against in shape of TDR only. No. -----/ DT -----

Paper Cost Issued against Demand Draft only. No. \_\_\_\_\_/ Dt. \_\_\_\_\_

**Accountant  
Balangir Municipality**

## ELIGIBILITY CRITERIA & GENERAL INSTRUCTIONS TO TENDER

The technical bid shall be accompanied with self attested photocopies of the following requisite document mailing which, the bid shall be rejected out rightly.

1. Valid Regn. Certificate / Dealer, Authorization Certificate / Manufacturing licence / etc as applicable should be enclosed (as specified in the tender scheduled).
2. Test certificate of materials should be enclosed where ever applicable
3. GST Registration Certificate
4. PAN Card
5. GST Clearance certificate (GSTR-3B last three months)
6. Income tax clearance certificate for the assessment year – 2019-20, 2020-21 & 2021- 22.
7. The quotationer should quote the rate including all taxes and transportation charges.
8. The quotationer has to deliver the materials in good quality the municipality office, Balangir.
9. The quoted rate would stand valid for one calendar year and in this period no enhancement would be allowed.
10. The cost of Tender paper Demand Draft only @ **Rs. 6000/- (Rupees Six thousand) + GST**, only per set which is non-refundable, the paper cost clearly indicating in separate cover **“Cost of Tender paper for Procurement of Sanitary Materials”**
11. EMD sum of Rs. 50,000/- (Rupees Fifty Thousand) only in shape of DD/TDR pledge to Executive officer, Balangir Municipality ,should be attached along with the quotation paper.
12. The authorities have reserves the right to accept or reject any all quotations received without assigning any reason thereof.

Signature of the bidder with seal

Date.

  
29.07.2022  
Executive Officer  
Balangir Municipality

# **GENERAL CONDITION**

1. The bidders are expected to examine all the instruction, terms & condition in the bid document. Failure to furnish all information as per the bid documents & submission of bids not substantially responsive to bid document in every respect will be at bidders risk & shall result in rejection of the bid.
2. The bid is meant for supply of Sanitary materials as specified in the tender Balangir Municipality shall have right to float any comprehensive bid during the contract period & no party will have right to challenge it.
3. Balangir Municipality shall have the right to terminate the contract on the ground of supply of poor quality materials.
4. Conditional & incomplete bid is liable for rejection
5. Bids containing over writing/additions/alterations/erasers/obliteration & other discrepancies should be properly attested by them.
6. Letter of authorization for representing the Reg. Firm etc. & to sign the bid document should be enclosed along with the bid document.
7. The bidder shall sign every page of the tender document & submit all of them.
8. The bidder should quote both in figures & words. Where ever, if there is deference between the rate quoted in figures & words, the rate quoted in words will be taken as correct.
9. All the documents furnished by the bidder are subject to verification from issuing authority. In case any manipulation is found, the EMD will be forfeited & steps shall be taken for black listing the bidder.
10. Name of Farm/Person should not be mentioned n the M.R at the time of issue of T.P

Signature of the bidder with seal

Date.

  
29.07.2022  
Executive Officer  
Balangir Municipality

# OFFICE OF THE MUNICIPAL COUNCIL: BALANGIR

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## DETAILED TENDER CALL NOTICE

<i>Name of the Work</i>	<i>Procurement of Sanitary Materials</i>
<i>E.M.D</i>	<i>Rs. 50,000.00</i>
<i>Agency</i>	<i>As per eligibility criteria</i>
<i>Period of Tender</i>	<i>1 (One) Year</i>
<i>Cost of Bid documents</i>	<i>Rs.6000.00 + (GST)</i>
<i>Sale of documents</i>	<i>From.29.07.2022 to 06.08.2022 up to 5.00 P.M</i>
<i>Last date of Receipt of filled up bid documents</i>	<i>Dt. 08.08.2022 up to 11.00 A.M</i>
<i>Date of Opening of Technical Bid</i>	<i>Dt. 08.08.2022 up to 11.30 A.M</i>
<i>Date of Opening of Financial Bid</i>	<i>Dt. 08.08.2022 up to 01.00 P.M</i>

  
29.07.2022  
**Executive officer**  
**Balangir Municipality**

*TENDER PAPER*

**PART – II**  
**(FINANCIAL BID)**

*FOR*  
*PROCUREMENT OF SANITARY*  
*MATERIALS*

# OFFICE OF THE MUNICIPAL COUNCIL: BALANGIR

## FINANCIAL BID FORM

(No documents should be enclosed in this Bid form)

Si No	Name of the Materials	Unit	Rate	GST %	GST Amount	Total (Rs)
1	Bleaching Powder Gr-I (25 KG)	Per Bag				
2	Mosquito Oil	200 Ltr Per Drum				
3	Phenyle Black	200 Ltr Per Drum				
4	Phenyle White	200 Ltr Per Drum				
5	Malathio Oil	Per Litter				
6	Lime Powder (25 KG)	Per Bag				
7	Spray Machine (for Drain)	Per Each				
8	Gum Boot	Per Pair				
9	Hand Gloves	Per Pair				
10	Mask	Per Each				
11	Wheel Barrow (Iron)(2 wheeler) Height – 1 ft. Length – 3 ft. Breath/Width – 2 ft Gauge- 14 MS iron Sheet Wheel – 12 Inches Flat – 25 x 5 inch M.M Angle 25 x 25 x 25 M.M	Per Each				
12	Tri Cycle Rickshaw Van (3 wheeler) Height – 18 Inch Length – 4 ft. Breath – 36 Inch. Gauge - 12 MS iron Sheet	Per Each				

Signature of the bidder with seal

Date.....

  
29.07.2022  
Executive Officer  
Balangir Municipality