

DISTRICT PROJECT OFFICE ,SAMAGRA SHIKSHA,BALANGIR

Quotation call Notice

No. **981 /CW/VIII/07/2025** date.**24.03.2026**

NOTICE INVITING QUOTATION FOR SUPPLY OF DUAL DESK BENCH FOR ELEMENTARY SCHOOLS(CLASS-VI TO VIII) OF BALANGIR DISTRICT


Sealed quotation are invited from eligible **Original Equipment Manufacturers (OEMs)** for the supply of **Modular Desk Bench (Dual Desk)** strictly conforming to the specifications registered with **EP&M Odisha rate contract** and detailed in this bid document for elementary schools of Balangir District.

The interested bidder(s) may apply or participate their sealed quotation document in prescribed format to the **District Project Office Samagra Shiksha,Balangir** from **26.03.2026 to 20.04.2026 up to 4:30 PM** through register post/Speed post only,to **District Project Office Samagra Shiksha ,Balangir,Rajendra University, College chowak near to Kalyan Mandap, Balangir pin 767002**. The envelope containing the quotation must be clearly super scribed as:

"Quotation for Supply of Dual Desk Bench for Schools of Balangir District."

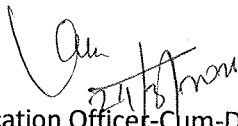
The sealed Quotations will be opened in presence of the members of the Purchase committee and bidders or their authorized representatives. The date, time& venue of opening of bid will be intimated later on Balangir district web portal <https://balangir.odisha.gov.in>.

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


District Education Officer-Cum-DPC
Samagra Shiksha,Balangir

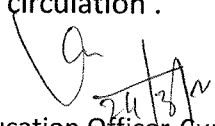
Memo No 982/CW/VIII/07/2025Dt. 24.03.2026

Copy submitted to the District General Manager, E-Governance, OSWAN , Balangir for kind information and necessary action, with a request to upload (web-host) the quotation notice on the District web portal from **26.03.2026 to 20.04.2026 up to 4.30 PM** for wide circulation.


District Education Officer-Cum-DPC
Samagra Shiksha,Balangir

Memo No 983 /CW/VIII/07/2025 Dt. 24.03.2026

Copy to notice Board of District Project Office Samagra Shiksha,balangir/District Education Office ,Balangir/Collectorate, Balangir /Zilla Parishad Balangir/DWO,Office,Balangir/GM DIC,Balangir/EE,PWD Balangir /EE, RD,Balangir/EE,RWSS,Balangir for wide circulation .


District Education Officer-Cum-DPC
Samagra Shiksha,Balangir

Interested bidders fulfilling the eligibility criteria may participate in the bidding process as per the terms and conditions mentioned herein.

ELIGIBILITY CRITERIA (MANDATORY CONDITIONS)

The bidder must comply with the following mandatory eligibility conditions:

1. Incorporation in Odisha

The OEM must be incorporated in the State of Odisha for a minimum period of 10 (Ten) years. A valid certificate issued by the District Industries Centre (DIC) must be attached.

2. Production Certificate

The OEM must possess a valid Amended Production Certificate clearly mentioning the production of Dual Desk Bench. Minimum Annual Production Capacity: 3000 pieces per annum.

3. EP&M Odisha Registration

The OEM must have a valid registration with EP&M Odisha with the item "Modular Desk Bench" mentioned in the certificate.

4. NSIC Certificate (MSME)

A valid certificate issued by NSIC indicating the production of Dual Desk Bench must be submitted.

5. Government Supply Experience

The OEM must have prior experience in supplying Dual Desk Bench to any Government Department. Relevant Work Orders must be enclosed.

6. Single Large Work Order Requirement

The OEM must have executed at least one single work order of 1000 pairs or more of desk bench during the last three (3) years. The work order must have been issued by a Government Department within the State of Odisha.

7. Service Support Facility

The OEM must have a registered service center & manufacturing unit within 150 km radius of Balangir Dist Head quarter, Odisha.

8. Sample Requirement

One sample must be submitted before the last date of bid submission. Samples not conforming to specifications shall be rejected.

9. Specification Compliance

The product must strictly conform to the EP&M Odisha registered store item "Modular Desk Bench."

10. GST Compliance

The bidder must submit GST returns up to date along with audited financial statements of the last three (3) Financial years and IT Return for last 3 years.

11. Blacklisting

The OEM should have to submit an affidavit not being blacklisted by any Government Department and should have no record of failure in supply.

12. Specification Requirement

The Dual Desk Bench must strictly comply with the EP&M registered store item specifications.

13. Replacement of Damaged Items

Any defect or damage occurring during transportation or installation must be replaced by the OEM at their own cost.

14. Sub-Contracting

The OEM shall not appoint any sub-contractor or agent for the supply of the items.

15. The authority reserve right to withdraw or relax any of the terms and condition mention above so as to overcome the problem encountered at a later stage. All corrigendum addendum containing amendments to this quotation will be posted in district web-portal and notice board only.
16. The list of schools and number of dual desk bench enclosed at **Annexure-I**.
17. The nos of dual desk bench quantity may be increased or decreased as per the availability of fund.

SAMPLE SUBMISSION

- **One complete sample** of Modular Desk Bench must be submitted.
- Samples will be inspected for **strict compliance with EP&M rate contract item specifications**.
- **Non-compliant samples will result in rejection of the bid.**

TECHNICAL SPECIFICATIONS AS PER EP&M Rate contract

The Compact Desk-Cum-Bench (Dual Desk) is for the High School, Upper Primary School and Lower Primary School students. The frame shall be made out of M.S. square tube of sizes – 25 x 25 x 1.25 mm thick, material conforming to IS: No. 4923. The desktop, shelf, bench seat, back rest and book protector shall be made out of cut to size ISI Marked Pre-Laminated Medium Density Fibre Board of 18 mm thick conforming to I.S No. 14587, Grade – 2, Type- 2. Each cut to size M.D.F Board shall bear ISI Mark and hologram. Front modesty upper panel shall be of 18mm thick ISI Marked Pre-laminated M.D.F Board having width 8". The Pre-laminated Medium Density Fibre Board shall be fixed by fully threaded parallel shank steel screw of size No. 10 x 38 mm with the square tubes. There should not be any gap between frame and Pre-laminated M.D.F Boards. The square tube frame shall be painted with metal primer and two coats of High gloss texture stipple finish paints of snow white/off white/grey in colour. The edges of the pre-laminated M.D.F Boards shall be lipping/banding with 2 mm thick PVC edge bidding. The colour of the ISI Marked Pre-laminated MDF Board shall be of snow white/off white and the front modesty upper panel shall be snow white/off white/blue color.

The Desk –Cum- Bench shall be made as per the drawing and designs approved by the School & Mass Education Department, Govt. of Odisha.

The Compact Desk- Cum- Bench (Dual Desk) shall be of following sizes:- 42" x 33" x 36" (L x W x H)

PAYMENT DETAILS

- The OEM shall **supply and install the desks at the respective school locations within 20days from the date of purchase order.**
- The OEM must submit **triplicate challans duly signed by the concerned Headmaster/Headmistress of the schools in the prescribed format.**
- The OEM shall submit a **Pre-Delivery Inspection Certificate issued by the competent authority.**
- Submission of **invoice/bill for payment.**
- No advance payment shall be made, or no payment shall be entertained on negotiation through Bank.
- Deduction of tax at source shall be made at the appropriate rate as per prevailing law.

Security Deposit

- 3% of the total payment will be retained as security deposit for a liability period of 6 months.
- During this period, the OEM must repair any defective Dual Desk Bench at their own cost.
- The security amount will be released after completion of the 6-month of liability period.

Verification

Random verification will be conducted by the District Level Team.

DECLARATION

We hereby certify that the above specifications are fully complied with and **no deviation has been made as per the EP&M rate contract specification.**

Signature of Authorized Signatory

Name:

Designation:

Seal:

BID ELIGIBILITY CHECKLIST

(To be submitted with Technical Bid)

Sl.No	Document Required	Attached (Yes/No)	Page No
1	DIC Registration Certificate (5/10 years Odisha incorporation)		
2	Amended Production Certificate (dual desk bench -1000 Capacity)		
3	EP&M Odisha registration (modular desk bench approved by S&ME Deptt.)		
4	NSIC Certificate (MSME)		
5	Government single Work order (≥ 1000 pairs within last 3 years, Odisha)		
6	Proof of service center/Manufacturing unit within 150KM radius of Balangir Hqtrs.		
7	Sample submission Proof		
8	Signed Technical Compliance sheet and bid		
9	Non black listing with all documents submitted are true and not manipulated Affidavit.		
10	GST Registration certificate and GST return of last three(3) months with audited financial statements		
11	Valid PAN detail		
12	Proof of Last three Year IT Return		
13	Communication detail with contact no Letter head of manufacturer		

FINAL DECISION The decision of the purchase Committee shall be final and binding on all bidders.

Buyer signature

District Education Officer-Cum-DEO
SS, Balangir

1. If found that the successful supplier /bidder is incompetent to supply the materials, in such a situation ,the proposal may be reviewed and award the contract to the next qualifying bidder,Who have supplied in time successfully. No compensation shall be payable in any form whatsoever to the forfeited /loss of the firm.
2. **Applicable Law and Jurisdiction of Courts:**
 - (a) The Contract shall be governed by and interpreted in accordance with the existing law of India in force.
 - (b) All disputes relating to the contract is subject to the pecuniary jurisdiction of the Court at Balangir.

PRICE EVALUATION

1. The **total price per Dual Desk Bench (including transportation but excluding GST)** shall be considered for **financial evaluation**.
2. The **Tender Committee** will evaluate the bids and select the eligible supplier based on the **lowest evaluated price and compliance with technical specifications and eligibility criteria**.
3. In case **all eligible bidders quote the same price**, the **Tender Committee may distribute the supply order among the qualified suppliers** based on their **production capacity, past performance, and supply capability**, in accordance with Government procurement guidelines.

Undertaking

I/We certify that all documents submitted are **true and genuine**. Any false information may lead to **rejection of our bid**. and not black listed from any Govt. institution.

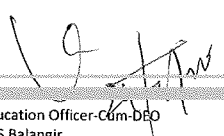
Signature of Authorized Signatory

Name:

Designation:

Seal:

Bidder signature


District Education Officer-Cum-DEO
SS,Balangir

FINANCIAL TERMS / PRICE BID

Farm or OEM Manufacturer Name _____

Detail Address

The price of Modular Desk Bench (Dual Desk) shall be as per the EP&M Odisha Rate Contract.
Basic Price (Excluding GST) ₹ 4230/- (Basic approved price of EP&M Rate contract)
(Rupees four thousand two hundred thirty only)per Dual Desk Bench.**GST**
GST shall be applicable as per the prevailing Government rates and will be paid extra.

TRANSPORTATION CHARGES

The supplier may quote **transportation charges for delivery of Dual Desk Benches to the respective school locations.**

Transportation Charges per Dual Desk Bench: ₹ _____

(Rupees four thousand two hundred thirty only)

TOTAL PRICE CALCULATION

Item	Amount (₹)
Basic Price (As per EP&M Rate Contract) _____	(basic approved price)
Transportation Charges _____	
Sub Total _____	
GST (As Applicable) _____	
Total Price per Dual Desk Bench _____	

NB:

- **The rate may be quoted rounded to Indian One Rupees only(No decimal).**
- PDI Charges as applicable and fixed up by the Govt. it will be released after submission of proper payment receipt.

Authorized Signatory

Name: _____

Designation: _____


Farm/OEM Name: _____

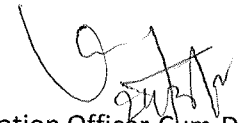
Seal & Signature

Requirement of Dual Desk Bench for Class-VI TO VIII of Balangir District .Block wise details

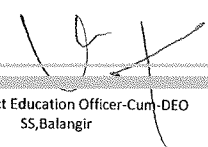
Sl.No	Name of the Block	Sum of 50% of the required Dual Desk Bench Provided to schools having enrollment class VI to VIII	school average distance from Block Hqtrs
1	AGALPUR	166	35km
2	BALANGIR	232	
3	BANGOMUNDA	562	
4	BELPADA	899	
5	DEOGAON	211	
6	GUDVELA	66	
7	KHAPRAKHOL	506	
8	LOISINGHA	119	
9	MURIBAHAL	863	
10	PATNAGARH	504	
11	PUINTALA	34	
12	SAINTALA	182	
13	TITILAGARH	561	
14	TUREKELA	612	
	Grand Total	5517	

N.B:- DETAIL SCHOOLS LIST AVAILABLE AT DPO ,WHICH MY BE VERIFIED.


 Sr. Technical Consultant
 Samagra Shiksha,Balangir


 District Education Officer-Cum-DPC
 Samagra Shiksha,Balangir

Bidder signature


 District Education Officer-Cum-DEO
 SS,Balangir