

**COLLECTORATE, JAJPUR**  
**Ph. 06728-222001 ( O ), 222330 ( R ), Fax – 222087**  
**E.mail: dm-jajpur@nic.in, web site: www.jajpur.nic.in**  
**(Social Welfare Section)**  
**NOTICE INVITING TENDER.**

No. 14/14 Date. 20/07/2018

**( TENDER CALL NOTICE FOR PROCUREMENT OF STEEL ALMIRAH )**

Sealed tenders are invited from the EPM rate contact holders having valid rate contact only for supply of steel Almirah to AWC in different ICDS Projects of District- Jajpur.

The tender paper containing detailed terms and conditions, EMD other statutory requirement can be downloaded from the district website <http://www.jajpur.nic.in> / [wcdorissa.gov.in](http://wcdorissa.gov.in) respectively .The tender paper cost of Rs. 5000/- ( Rupees Five thousands ) only is non-refundable. Tender paper complete in all respect along with all required documents should reach in sealed cover to the DSWO, Jajpur on or before 5. P. 908 upto **5 P.M** by Registered / Speed post only. The tender shall be opened on 5. P. 908 at. 5. P. 908 by the Collector/ADM, Jajpur, in presence of the member of tender committee and tenderers or their authorized representatives. The tender received beyond the scheduled date and time shall not be taken in to consideration.

The Collector, Jajpur reserves the right to reject any or all the tenders without assigning any reason there of and shall bear no liability what so ever consequent upon such decision.

*Bhargya. 908/18*  
**Collector & Dist. Magistrate,**  
**Jajpur**

Memo No. 1415 / Date. 20/07/2018

Copy forwarded to the D.I.O NIC, Jajpur for information with a request to get the Tender Call Notice and Tender document hoisted immediately in the official Website of NIC, Jajpur for wide publicity.

*Bhanga*  
- 20/7/18

**Collector & Dist. Magistrate,  
Jajpur**

Memo No. 1416 / Date. 20/07/2018

Copy forwarded to the Project Director, DRDA, Jajpur / Sub-Collector, Jajpur / CDMO, Jajpur / All BDOs / All CDPOs of Jajpur Dist. / All Collector of the State of Odisha for information and necessary action with a request to display the tender notice in the Notice Board of their respective offices.

*Bhanga*  
- 20/7/18

**Collector & Dist. Magistrate,  
Jajpur**

**Terms and Conditions of Tender Call Notice for supply of Steel shelving cabinet  
(Steel Almirah) to different ICDS Projects of Jajpur District**

1. Sealed tenders are invited from the intending EPM rate contact holders having valid rate contact only for supply of Steel shelving cabinet (steel Almirah) to AWC in different ICDS Projects of Jajpur District.
2. The tender paper containing details terms and conditions, EMD , statutory requirement can be downloaded from the district website <http://www.jajpur.nic.in/> [wcdorissa.gov.in](http://wcdorissa.gov.in) respectively .The tender paper cost of Rs. 5,000/- ( Rupees five thousands ) only is non –refundable in shape of D.D in favour of DSWO, Jajpur payable at SBI, Jajpur Town.
3. Tender paper complete in all respect along with all required documents should reach in sealed cover to the DSWO, Jajpur on or before \_\_\_\_\_ up to **5 P.M** by registered / Speed post only.
4. The Tender will be open on \_\_\_\_\_ at \_\_\_\_\_ by the Collector/ADM, Jajpur in presence of the members of tender committee and tenderers or their authorized representatives. The tender received beyond the scheduled date and time shall not be taken in to considerations.
5. The details terms and conditions associated with the assignments of Tender is mentioned at Annexure-A.
6. The tender will be in two parts i.e. Technical Bid Part -I and Financial Bid-Part-II .The bidders should submit their Technical bid and Financial bid separately in two sealed envelopes and put into another cover super scribed as Tender for Steel shelving cabinet (steel Almirah) addressed to the DSWO Jajpur, Pin-755001.
7. Bidders who qualify Technical bid will eligible to participate in Financial Bid.
8. The successful bidder will deliver the materials at different AWC in ICDS project as per project wise indent to be provided.
9. After receiving of the Tender papers no correction / deletion /inclusion shall be allowed.
10. All Document submitted by bidder must be self attested with seal.

**Collector & Dist. Magistrate, Jajpur**

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### **ANNEXURE-A**

<b>Sl.No.</b>	<b>Terms and conditions</b>	<b>Documents to be submitted.</b>
1	The intending firms/ EPM rate contact holders having valid rate contact approved by Directorate of EP & M Odisha.	Attested Photocopy of letter to be enclosed.
2	The organization should be a valid PAN / TIN holder having upto date VAT Clearance certificate.For last three years & GST registration certificate.	Attested photocopies of VAT Clearance Certificate, PAN Card and TIN & GST registration.
3	It should not be blacklisted organization by any Government organization.	Declaration in Stamp Paper.
4	Rates should be quoted inclusive of GST charges,TC & other all charges.	Furnished in Financial Bid ( Tender Form-2)
5	The district administration will have no liability regarding transportation, loading and unloading of materials indent for supply to the designated place in good condition. The defective or damaged materials if any will be replaced by the organization.	The bidder should declare in the non-judicial stamp paper that it abides by all the terms and conditions laid down in the tender.
6	The tender paper must be accompanied Bank Draft of Rs. 5000.00 infavour of DSWO, Jajpur payable at SBI,Jajpur Town towards cost of tender paper which is non-refundable.	Draft to be enclosed
7	The selected tenderer must be submit (EMD) Earnest Money of Rs. 50,000/- ( Rupees Fifty thousands ) only in shape of Instrument(TDR) pledged in favour of DSWO, Jajpur before receiving of supply order. The EMD of successful bidder will turn into security deposit till completion of Audit.	Instrument to be enclosed.(TDR)
8	Conditional tenders are liable to be rejected. The tender, which is not as per required specification, will not be considered.	
9	The District Administration will not pay any advance payment to the organization. The organization will have to carry out the entire job on its own and the amount will be paid only after satisfactory completion of the job and submission of bill in that regards along with individual receipt of AWWs counter signed by the CDPOs.	
10	Under no circumstance the successful tenderer shall appoint any Sub-Contractor or sub-lease the contract. If it is found that the successful tenderer has violated these conditions the contract will be terminataed forthwith without any notice and security deposited by the tenderer shall be forfeited.	

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11	The rate quoted against this tender shall remain valid upto 12 months after publication of approved rate. No request to increase in rates will be allowed or entertained during this period.	
12	Part quotation of specified quantity of an item will be rejected.	
13	The selected Tenders / Bidders require to submit sample of Almirah after verification by the Directorate of EP & M Odisha.	
14	.Prior to 15 days of starting of delivery the agency should inform DSWO,Jajpur for Pre delivery inspection,by the Directorate of EP & M,Odisha Bhubaneswr on payment of inspection fees will be paid by the unit at the first instance in shape of uncrossed Demand Draft payable to Director,Export Promotion & Marketing,Odisha Bhubaneswar before conducting pre-delivery inspection.The fees so paid will be reimbursed to the unit by the DSWO,Jajpur at the time of payment on production of MR.	
15	DSWO will personally test checks specification of 20% of Almirah on random basis with the sample shown prior to clearance of bills of the Agency.	
16	The estimated cost of Almirah not to be exceed Rs. 5000/- including all taxes & charges.	

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**District Social Welfare officer  
Jajpur**

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**Collector & District Magistrate,  
Jajpur**

### ANNEXURE-B

#### SPECIFICATION FOR THE ALMIRAH

1. Steel Shelving Cabinet(Steel Almirah)
2. Steel Shelving Cabinet made out of 1mm C.R. sheet with shelves(adjustable type)Door handle,6 lever lock with 3 way bolting system,one coat of primer & two coats of enamel paints without stove enamelling of the components,conforming to I.S No. 3312/84 width of the predestal shall be 70 mm for small size and 80 mm for large size and the highest of the predestal shall be 12,+/- 5mm overall dimensions in mm/inch.  
l) 1321(52")\*(h)x762(30")(w)x432(17")(D) with three shelves.
3. The Almirah should be superscribed,"ICDS- (Name of the AWC)
4. The Almirah should be superscribed EP & M mark

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**TENDER FORM**  
**PART-I**  
**( TECHNICAL BID )**

1.	Name of the Firm/EPM Rate contract holder ( In Capital Letters )	
2	Address of the organization	
3	Name of the authorized Signatory ( In Block letters )	
4	Specimen signature of authorized signatory.	
5	Telephone No of authorized signatory / organization.	
6	Registration No. ( Attach attested copy of registration certificate issued from DIC/DEP & M)	
7	GST/VAT Clearance Certificate in Form-612 submitted or not	
8	PAN submitted or not.	
9	TIN submitted or not.	
10	Bank Draft of Rs. 5000.00 payable at Jajpur towards cost of tender paper submitted or not.	
11	Documents of any past experience supply of materials to the Govt. Organization ( attested copy to be submitted )	
13	Whether have any legal suit / criminal case pending against it for violation of PF / ESI / MW Act or any other law. ( Submit the affidavit of declaration for no case pending )(Yes/No)	
14	Affidavit of declaration that the Tenderer agrees to abide by all terms and conditions of tender.(Yes/No)	
15	Whether all documents submitted signed by the authorized signatory of the organization ( Yes / No )	

**DECLARATION**

I/ We hereby certify that the terms and conditions specification etc. given with the tender notice have been read carefully and acceptable to me / us and that the information furnished above is complete and correct to the best of my / our knowledge. I / We understand that in case of any deviation in the above statement at any state, the Tenderer shall be blacklisted and will not have any dealing with in future.

**( Signature and Seal of the authorized Signatory )**

**Place**

**Date.**

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**TENDER FORM**  
**PART-2**  
**( FINANCIAL BID )**

1	Name of the Firm with Address	
2	Director EP & M approval letter no/DIC Registration No	
3	Install Capacity	
4	GST Registration No	
5	EPM validity letter no & date	
6	EPM rate @ per Almirah Rs.	
7	GST as applicable in Rs.	
8	Other taxes as applicable Rs.	
9	TC/DC as applicable Rs.	
10	Total cost Rs.	

**Place**  
**Date.**

*(Signature and Seal of the authorized signatory )*

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