



**OFFICE OF THE DIVISIONAL FOREST OFFICER KALAHANDI SOUTH DIVISION**

At/Po-Parmanandapur, Bhawanipatna, Ward No.4,Rly Station Road Dist-Kalahandi, Odisha,Pin -766002  
Phone & Tele Fax No.-**06670-230268** (O) Phone No.**06670-230479** (R)(E.Mail ID:-dfoklds6@gmail.com)

**SHORT TENDER CALL NOTICE**

**Bid Identification No. BC-DFOKLDS - 02/2022-23**

**Dated, Kalahandi the 10<sup>th</sup> February 2023.**

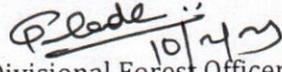
**Subject:** Tender for Supply and installation of Pre-Fabricated structure with facilities for Ticket Counter, Storage Room with Toilet including Solar Panel & PH Work for Security Room at Bhatra Dam Water Reservoir in Junagarh Forest Range of Kalahandi South Forest Division under the scheme "Demand No.32-5452-COL on Tourism-102-Tourist Accommodation-1468- Tourist Accommodation- 37078-000- Supply and installation of Tourist Accommodation-21-SSS-1-1- State Sector.

- A) SALE OF TENDER DOCUMENT- 13.02.2023 to 19.02.2023 from 10:00 AM to 05:00 PM
- B) LAST DATE FOR SUBMISSION OF SEALED TENDER DOCUMENT- 20.02.2023 BY 11:00 AM
- C) OPENING OF TECHNICAL BID- 20.02.2023 AT 04:00 PM
- D) OPENING OF FINANCIAL BID- 20.02.2023 AT 04:00 PM
- E) NATURE OF WORK - SUPPLY AND INSTALLATION OF PRE-FABRICATED STRUCTURE WITH FACILITIES FOR TICKET COUNTER, STORAGE ROOM WITH TOILET INCLUDING SOLAR PANEL & PH WORK FOR SECURITY ROOM
- F) PERIOD OF COMPLETION - With in 20<sup>th</sup> March 2023
- G) COST OF TENDER - RS.20000/- (TWENTY THOUSAND)
- H) ESTIMATED COST - RS.1500000/- EXCLUDING GST
- I) CLASS OF CONTRACTOR - C & D CLASS

Divisional Forest Officer, Kalahandi South Division invites Tender for Supply and installation of Pre-Fabricated structure with facilities for Ticket Counter, Storage Room & Public Toilet for Gents & Ladies , Solar Penal & PH Work for Security Room at Bhatra Water Reservoir in Junagarh Forest Range of Kalahandi South Forest Division under the scheme "Demand No.32-5452-COL on Tourism-102-Tourist Accommodation-1468- Tourist Accommodation- 37078-000- Supply and installation of Tourist Accommodation-21-SSS-1-1- State Sector.

An Earnest Money Deposit (EMD) of Rs. 20,000/- (Rupees Twenty Thousand) only must be accompanied in shape of demand draft from any Nationalized Bank in favour of Divisional Forest Officer, Kalahandi South Division payable at Bhawanipatna. The Tender paper can be downloaded from the District website at [www.kalahandi.nic.in](http://www.kalahandi.nic.in) or may be received from Division Office latest by **05.00 PM on or before 20.02.2023.**

Such tender paper as downloaded shall be accompanied with all required documents, GSTIN No. & GST clearance certificate, manufacturing license, Marketing license and it must be submitted/put into the tender box kept in the office of the undersigned or by post latest by 05:00 PM on 21.02.2023. A Demand Draft drawn in favour of **Divisional Forest Officer, Kalahandi South Division** for Rs. 1,180/- (Rupees One Thousand One Hundred Eighty) only, (Rs.1000/- (Rupees One Thousand only Paper cost + 18% GST) only towards participation/Tender processing fees which is non-refundable amount which should be attached with tender paper failing which the Tender shall not be accepted.

  
10/2/23  
Divisional Forest Officer,  
Kalahandi South Division

## **TENDER DOCUMENTS**

**Sub:-** Tender for Supply and installation of Pre-Fabricated structure with facilities for Ticket Counter, Storage Room & Public Toilet 2 nos. for Gents & Ladies , Solar Penal & PH Work for Security Room at Bhatra Water Reservoir in Junagarh Forest Range of Kalahandi South Forest Division.

**Ref:** Bid Identification No. BC-DFOKLDS - 02/2022-23 Dated, Kalahandi the 10<sup>th</sup> February 2023.

### **I). PROCEDURE FOR SUBMISSION OF TENDER**

1. The sealed Tender shall be submitted in two parts namely:-
  - a) **Technical bid:** The technical bid shall be submitted for each product separately as per **Annexure-II**, which should contain details of organization, production/product etc.
  - b) **Financial bid:** The financial bid should contain the details as indicated in **Annexure-IV**. The tenderer shall quote the product-wise supply rate (Price excluding GST but including all incidental cost such as freight, loading & unloading charges, supply cost to Range Headquarters and Project site etc.). Rate of GST should be mentioned separately against each.
2. Tender documents may be downloaded from Kalahandi District website at [www.kalahandi.nic.in](http://www.kalahandi.nic.in) or can be received from Division office in person.
3. The Bidder/Tenderer can access tender documents on the Kalahandi South Division district website, fill them with all relevant information and submit the completed tender document along with the EMD and participation/Tender processing fees of Rs.1180/- (cost 1000/- + GST-18%-180/-). A hard copy of the filled sealed Tender document with the relevant attachments should be submitted within the dateline.
4.
  - a) The tenders shall be signed only by the Proprietor, if it is a Proprietary concern in support of which affidavit of ownership and a copy of the certificate of Registration has to be submitted to know the person authorized to sign the document.
  - b) If it is a Partnership firm, one of the Partners or a person authorized by the partners shall sign the document.
  - c) If it is a Public or Private limited company, the Chief Executive of the company or a person authorized in support of which necessary authorization letter with seal and signature shall be submitted.
5. Earnest Money Deposit (EMD) and Tender processing Fee: An earnest money deposit of Rs. 20,000/- (Rupees Twenty Thousand) only as mentioned in advertisement respectively per product in each case is to be deposited in shape of demand draft payable to the Divisional Forest Officer, Kalahandi South Division on any Nationalized Bank payable at Kalahandi South Division.
6. In respect of successful tenderer whose supplies are as per the accepted conditions, EMD will be refunded after the validity period of the tender contact. EMD in respect of the unsuccessful tenders will be refunded following due process.
7. Validity of Tender Contract: The rates accepted would be valid for one year or an extended period as sought by the department.

8. The Department will not entertain any increase in price during the validity period of the tender or extended period thereof during the tenure of the continuous period of contract. The reduction in price if arose out of implementation of GST should be transferred to the purchaser. The applied tax rate would be as per Govt. norms from time to time.

9. If any information provided by the tenderer in both Technical bids and Financial bids is found to be factually false or misleading, such tender(s) will be summarily rejected at any time during the validity of the tender and liable for criminal and civil action against such firm or company with forfeiting of EMD Money.

10. If any company is black listed by any State Government department or agency, such tenderer is liable for rejection at any time during the validity of the tender and supplies will be terminated. The tenderers are required to furnish a self declaration that they are not black listed by any Govt. Dept'/Agency/Undertaking.

11. No document will be accepted after opening of the tender.

## **II) OPENING OF TENDERS & TENDERS SCRUTINY:**

1. Opening of Technical bids will be done in the presence of the tenderers or their authorized representatives and the Tender Committee will conduct preliminary scrutiny of EMD. Later on a detailed scrutiny will be taken up and those found to be in order will only be accepted.

2. Eligible financial bids in respect of those tenderers whose technical bids are qualified will be opened in the presence of the qualified tenderers by the Tender Committee constituted by the Divisional Forest Officer, Kalahandi South Division.

## **III) PRODUCT SPECIFICATION / DESCRIPTION**

### **Technical Specifications for Supply of Customized Portable Cabin with Solar Pump :**

Size: 12 Feet X 10 Feet X 8 Feet. (Outer Dimension)

1. Bottom Frame 100mm x 50mm "ISMB" & Top Frame 50mm x 50mm MS Sq. Pipe
2. Stiffener Bottom 100mm x 50mm "ISMB"
3. Stiffener Top 40 x 20 M.S. Sq. Pipe
4. Side Post 65mm x 65mm MS Sq. Pipe
5. Paneling Outside Specially Corrugated 1MM GI Sheet Properly Welded
6. Internal Wall Paneling 8mm Plain White MDF Board
7. Roof Outside Specially 1MM GI SHEET thick Properly Sloped and water tight.
8. False Ceiling 8mm Plain White MDF Board
9. Bottom Flooring 18mm Cement Fiber Board with Vinyl Carpet
10. Aluminum Windows Double Shutter Sliding Aluminum Powder Coated Windows Gray Glass - With Safety Grills
11. Door Insulated with for locking agreement, Hold draft & Handles
12. Insulation Glass Wool density of 16kg/m<sup>3</sup> RB glass Wool Insulation (Side Wall -25mm of 16 KG Density)
13. Wiring All wiring shall be concealed type & shall be of PVC insulated copper wire.
14. Electrical Fittings - All electrical fittings in the Portable Cabin shall be 220-240 V, AC 50Hz, LED, Door Light, Fan, Switches, Sockets, Telephone, Air Conditioners Point (MCB) (All Type Air Conditioning Systems as desired upon can be installed.
15. Chemical Earthing Point shall be provided for safety along with civil work.

16. Outside Painting Phosphate the Cabin and painting with 1 coat of Epoxy primer with Two Coat of Epoxy Paint.

17. Legs 6 inch height, Four legs at all four corners

18. Hooks Specially formed Hooks for Easy lifting and Shifting

19. Toilet Wall Will be ACP sheet, Hind Ware Fitting

20. Civil work- 4" thick PCC Platform along with soak pit 4ft x 4ft x 4ft Dimensions

21. MS LEG : 04 nos.

22. Desk 8mm mdf board with size 8ftx2ftx2.5ft

23. Shelf 8mm mdf board 8ftx1ftx1.5ft

24. chair 02 Nos

**Solar Specifications:**

1. 750W 1HP BLDC Solar pump with built-in Controller. (Submersible water pump)

2. GI Mounting Structure on cabin 1HP

3. 2.5sqmm 3 core cable

4. 330 WP 72 cell 24-volt solar photovoltaic module (335WATT)

5. HDPE PIPE 1 Inch

6. 24 VDC inverter with solar charging (one year warranty)

7. 12v 75 AH battery (Three year warranty)

8. 335watt solar Panel (twenty five year warranty)

**IV) ELIGIBILITY CRITERIA FOR THE TENDERERS & REQUIRED DOCUMENTS**

1. OEM turnover certificate\*
2. bidder turnover certificate\*
3. Similar work experience\*
4. ITR certificate\*
5. Udyog aadhar\*
6. ISO certificate
7. OEM certificate
8. Udyog Aadhar
9. Delivery timeline
10. GST certificate
11. Pan
12. sample of material
13. Warranty period 01 year for manufacturing defect.
14. Required civil work as specs
15. EMD draft

**V) ISSUE OF SUPPLY ORDERS & EXECUTION OF SUPPLIES & PAYMENTS:**

1. The selected supplier may be asked to supply the products to other offices of the district at the approved rate by the committee.
2. Copies of the Valid Registration Certificates as per the companies act and GST act are to be submitted by the tenderer. Besides GST clearance certificate up to March, 2022 / June, 2022 issued by the concerned Sales Tax organization.
3. If selected tenderers does not supply the required quantity during the period of requirement, then alternate succeeding tenderers will be considered for supplies who have accepted to supply at L1 rates.

4. Performance Security Deposit @ 3% may be furnished in the form of an account payee and Demand Draft, Fixed Deposit Receipt from a commercial Bank, Bank Guarantee from a commercial Bank.
5. The supplies should be made within the time limit specified by the concerned office.
6. The successful tenderer should supply the required quantities from time to time as per the supply orders up to one year from the date of execution of agreement if required.
7. The selected supplier will issue GST bill/invoice in the name of the firm only after the supply of the materials.
8. The supplier shall compulsorily mention the respective Batch No./Lot number/TIN number/GST number in the bill and should submit the quality analysis report of the same.
9. Tenderer should provide account details as name, bank name, branch name, account number and bank IFSC code for payment.
10. The payment will be made through e-FMS mode/online Bank Transfers. IT- TDS, GST-TDS will be applicable as per norms while making the payments.
11. The Department will not have any liability for any damages to the products at anytime during the currency of the tender contract.
12. Guidelines for procurement of Goods as issued by Finance Department, Government of Odisha vide O.M. No. 4939/F., Date 13.02.2012 will be applicable governing procurement of goods under this tender notification.

#### **VI) PENALTIES FOR NON-COMPLIANCES, VIOLATIONS & NON-PERFORMANCE**

1. On Placement of the supply order if the supplier does not perform his obligations as per the order and within the time limit specified by the concerned officer, such supplier will be blacklisted and department shall reserve all rights to make alternative arrangements to procure the products and the difference of higher *cost* and other related expenses paid if any, will be recovered from the defaulting supplier through appropriate legal action in addition to forfeiting of EMD.
2. Any delay in relation to delivery schedule, the Department shall have the right to reject the late supplies.
3. Violation of any of the terms and conditions of the Tender by the supplier is liable for stringent actions like forfeiting of EMD amount.

#### **VII) RIGHTS RESERVED**

The tender Accepting Authority reserves the right to reject the tender even after opening of Technical bid or financial bid without assigning any reason whatsoever.

  
Divisional Forest Officer,  
Kalahandi South Division

**Annexure-II**  
**TECHNICAL BID**

To

The Divisional Forest Officer,  
Kalahandi South Division.

From

\_\_\_\_\_

Subject:- Supply of .....reg.

Ref: - Tender Call Notice No:- ..... Dated: -----

1. TENDERERS PROFILE

1	Name of the product for which technical bid submitted	
2	Details of EMD paid	a) DD No. : b) DD Date: c) Name of the Bank : d) Amount Rs. :
3	Name & address of the tenderer along with Phone number, Fax number and Email ID	

*Handwritten signature*

4	<p>Status of the firm</p> <p>i) Registered firm</p> <p>ii) Sole proprietorship firm</p> <p>iii) Partnership firm</p> <p>iv) Private limited company/ Public limited company</p>	<p>Please tick ( ) the appreciate furnished documentary proof as shown against each</p> <p>(Registration certificate)</p> <p>.....(Registration certificate, Name &amp; address of the proprietor-Address proof copy)</p> <p>.....(Partnership agreement deed and authorized from other partner to bid for this tender)</p> <p>.....(certificate of incorporation issued by Ministry of Corporate Affairs, Govt. of India.</p>
5	<p>Name of the authorized contact person who deal with this tender matters</p>	
	a) Name	
	b) Designation	
	c) Telephone Number	
	d) Mobile Number	
	e) Fax Number	
	f) Email ID	
	g) PAN Number	
6	<p>GST registration numbers</p>	<p>SGST registration No. ....</p> <p>CGST registration No.....</p> <p>(Please enclose photo copies of Registration certificate or latest renewal certificate)</p>

*Glade*

**II. PRODUCTION PROFILE:** Furnish the following details

- i) Name & Address of the firm:
- ii) Name of the product manufactured / distributed:
- iii) Production details for  
.....product

a) Production Capacity

Address of the Manufacturing premises from where tendered item will be manufactured and supplied	Name of the product	Production Capacity (MT/Ltrs)			Supply capacity MT /Lt per annum
		Per day	Per month	Per annum	

**III. Capacity to supply the quantity of tendered product from all sources**

Sl. No	Name of the product	Per day			Per month			Per annum		
		Own sources	Other sources	Total	Own sources	Other sources	Total	Own sources	Other sources	Total

Note :- In case of authorized distributor mention the quantity marketed.

**IV. CLEARANCES / CERTIFICATES:**

Copy of the GST returns filed /  
Certificate for last year

: Uploaded / Not uploaded.

*P. Leel*

**V. DECLARATION BY THE TENDERER**

i) I have read and understood the tender terms and condition relevant to tender notification No:-.....date ..... and I have submitted the technical bid in accordance with the terms and condition of the above notification and tender documents.

ii) The information furnished in the Technical bid are true and factual and I clearly understand that our tenders are liable for rejection, if any information furnished is found to be not true and not factual at any point of time.

iii) I would abide by the terms and conditions governing this tender. In case I fail to supply as per the departmental requirement, I would be fully responsible for all the consequences that may arise and department can exercise appropriate action like black listing in addition to forfeiting of EMD. I shall pay the difference of higher cost involved and other related expenses paid if any for supply of the product.

iv) The financial bid is separately submitted against this tender.

Place:  
Date:

Seal & Signature  
of the tenderer

Place :-

ANNEXURE-III

**LIST OF ENCLOSURES TO BE SUBMITTED ALONG WITH TECHNICAL BID APPLICATION**

Sl.	Particular	Yes /No
1	Duly filled and signed Technical and financial Bid application.	
2	Copy of the Certificate of registration of the firm (issued by the Registrar of the firms)	
3	A copy of the partnership deed (if it is partnership firm)	
4	A copy of the memorandum of Articles of Association (if it is Limited/ Private Limited company)	
5	An affidavit of ownership (if it is proprietary firm/Sole distributor)	
6	A copy of Authorization for Signing (if it is a limited / Private Limited Company if a partnership firm with signature attestation of the authorized person).	
7	If representative is participating, letter of authorization from the person who has signed the technical and financial Bids to participate in the tender opening and negotiation of rates for items tendered.	
8	Sales Tax/GST Registration Certificate (Valid)	
9	Sales Tax/GST Clearance Certificate of last year	
10	Copy of <b>Registration Certificate</b> issued by the Industries Department.	
11	Copy of <b>recent quality test report</b> (within three months before the date of issue of this notification) from notified laboratories / Govt. Institution for each of the items offered for supply and analysis report should tally with all the parameters as per the specifications given at Annexure-I.	
12	All manufacturers should submit Certificates obtained from the respective State Department competent authority in the given format only.	
13	If the tenderer is a distributor of firm/Firms then a letter of appointment from such firm/firms is to be enclosed.	
14	If tenderer is sourcing the material from other sources for procurement and supply, then letter obtained from each firm/firms declaring to supply the product and quantity agreed upon to supply as per specification, as per packing size & as per schedule in case the tenderer is selected for supply, whether enclosed.	

- Note-**
- (i) Legible and readable copies should be attached.
  - (ii) Enclosed document should be dully attested by the component authority.
  - (iii) One set of all documents should be enclosed to each of the technical Bid.
  - (iv) All documents enclosed should be in the order be in the given in the check list.

Signature of the tenderer



**ANNEXURE-IV**

**FINANCIAL BID**

1. Submitted to : The Divisional Forest Officer, Kalahandi South Division Forest Division
2. Submitted by :
3. References : Tender Call Notice No: ..... Date: .....
4. Financial bid submitted for
5. Rate quoted/ tendered as per terms & conditions governing:

Sl.No.	Name of the Product	Brand	Supply Rate (in Rs) excluding GST	GST	Total Supply Rate	Quantity Offered for Tender (in Kgs/MT/ Nos.)
1						
2						
3						
4						
5						
6						
7						

**Note:**

1. The rate quoted should be inclusive of all taxes, duties, cess, insurance, freight including loading and unloading charges to the destination.
2. The rate quoted should be for the packing size, prescribed in annexure -IV.

*P. S. S.*

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**AGREEMENT**

**(To be executed on Rs. 200/- non-judicial Odisha Government Stamp paper)**

This agreement entered into force this day..... 2022 between M/s..... (here in after called "The supplier" which term shall, unless inconsistent with the text, context, meaning or otherwise include their successors, legal representatives or assigns) of one part and the Divisional Forest Officer, Kalahandi South Division Forest Division, the other part,

WITNESSES.

It is hereby agreed to between the parties as follows:

The supplier agreed for Supply and installation of Pre-Fabricated structure with facilities for Ticket Counter, Storage Room & Public Toilet for Gents & Ladies , Solar Penal & PH Work for Security Room at Bhatra Water Reservoir under Junagarh Tahasil, Junagarh Forest Range.

According to the requirement detailed in the quotation referred to above at the rate and as per the general conditions of supply and purchase already stipulated in tender document.

a. The product to be supplied by the supplier shall confirm strictly to the specifications and standards already specified.

b. The Manufacturers shall have the sole responsibility of quality and quantity of the product supplied under this tender and consequent supply order within 30 days from the date of placing the Order And any delay in relation to delivery schedule, department shall have the right to reject the late supplies.

c. The Department will not entertain any price revision during the validity period of tender or extended period thereof, during the tenure of the continuous period of contract including any revision of existing tax structure or introduction of any new taxes, levis, duties etc.

d. Validity of Tender: The rates Accepted should be valid till One year from the date of agreement

e. For breach of the terms of the contract, the district administration will be at liberty to impose the following penalties as mentioned in the Tender Document:

\*\*\* On placement of the supply order, if the supplier does not perform his obligations as per the order and within the time limits specified by the concerned officer, such supplier will be blacklisted and department shall reserve all rights to make alternative arrangements to procure the products and the difference of higher cost and other related expenses paid if any will be recovered from the defaulting supplier through appropriate legal action in addition to forfeiting of EMD.

\*\*\* Any delay in relation to delivery schedule; the Department shall have the right to reject the late supplies. (c) Violation of any of the terms and conditions of the tender by the supplier is liable for stringent actions like forfeiting of EMD amount, or any other punishment as deemed fit in the opinion and judgment of the tender accepting authority depending on the nature of violation.

\*\*\* In respect of any disputes, the decision of the Divisional Forest Officer,, Kalahandi South Division shall be final. There is no need to arbitrariness in the decision.

Witnesses (with Addresses)  
with Seal

Authorized Signatory of the Supplier

People

**Declaration by the Tenderer**

1. I have submitted this financial bid against notification No .....dated..... and tender terms and conditions.
2. The information furnished in the Technical bid and Financial bid are true and factual and I clearly understand that our tenders are liable for rejection, if any information furnished is found to be not true and not factual at any point of time.
3. I would abide by the terms and conditions governing this tender. In case if I fail to supply as per the department requirement. I would be fully responsible for all the consequences that may arise. The department can exercise appropriate action in addition to forfeiting of EMD. I shall pay the difference of higher cost involved and other related expenses paid if any for supply of the product.
4. The financial bid is separately submitted against this tender.

Place:

Date:

Seal & Signature of the tenderer

**Self declaration by the successful Tenderer**

Certified that my Company/Registered Firm/ Supply Unit has not been black listed by any Govt. /Agency/ undertakings/Legal Authority etc. to deal with the product for which tender is processed.

Signature of Tendered

ANNEXURE-III

**LIST OF ENCLOSURES TO BE SUBMITTED ALONG WITH TECHNICAL BID APPLICATION**

Sl.	Particular	Yes /No
1	Cost of Tender Paper @ Rs.1180/-	
2	EMD @ 20000/-	
3	Duly filled and signed Technical and financial Bid application.	
4	Copy of the Certificate of registration of the firm (issued by the Registrar of the firms)	
5	A copy of the partnership deed (if it is partnership firm)	
6	A copy of the memorandum of Articles of Association (if it is Limited/ Private Limited company)	
7	An affidavit of ownership (if it is proprietary firm/Sole distributor)	
8	A copy of Authorization for Signing (if it is a limited / Private Limited Company if a partnership firm with signature attestation of the authorized person).	
9	If representative is participating, letter of authorization from the person who has signed the technical and financial Bids to participate in the tender opening and negotiation of rates for items tendered.	
10	Sales Tax/GST Registration Certificate (Valid)	
11	Sales Tax/GST Clearance Certificate of last year	
12	Copy of <b>Registration Certificate</b> issued by the Industries Department.	
13	Copy of <b>recent quality test report</b> (within three months before the date of issue of this notification) from notified laboratories / Govt. Institution for each of the items offered for supply and analysis report should tally with all the parameters as per the specifications given at Annexure-I.	
14	All manufacturers should submit Certificates obtained from the respective State Department competent authority in the given format only.	
15	If the tenderer is a distributor of firm/Firms then a letter of appointment from such firm/firms is to be enclosed.	
16	If tenderer is sourcing the material from other sources for procurement and supply, then letter obtained from each firm/firms declaring to supply the product and quantity agreed upon to supply as per specification, as per packing size & as per schedule in case the tenderer is selected for supply, whether enclosed.	
17	Declaration by Tenderer	

- Note-**
- (i) Legible and readable copies should be attached.
  - (ii) Enclosed document should be dully attested by the component authority.
  - (iii) One set of all documents should be enclosed to each of the technical Bid.
  - (iv) All documents enclosed should be in the order be in the given in the check list.