

ORMAS

ODISHA RURAL DEVELOPMENT AND MARKETING SOCIETY, KALAHANDI Panchayati Raj & Drinking Water Department, Govt. of Odisha

No. 453

Date 08/09/ 2021

Tender Call Notice

1. Project Director - DRDA, Kalahandi invites sealed Tenders from the intending reputed Suppliers/Dealers for supply of "Office Furniture & peripheral" for ORMAS, Kalahandi.
2. The Tender papers can be downloaded from the website <http://www.kalahandi.inc.in>. The tender papers cost shall be made in shape of DEMAND DRAFT of Rs.200/- (Rupees two hundred only) in favour of "ORMAS Kalahandi" payable at SBI, Main Branch, Bhawanipatna.
3. The tender shall reach at ORMAS, Kalahandi by Registered post / Speed/ Courier Service post only on or before 20/09/2021 at 01:30 PM. The tender received beyond the date and time mentioned above shall not be taken into consideration.
4. Tender paper must be accompanied with Demand Draft towards cost of Tender papers and other relevant documents as mentioned in the tender paper. Failure to comply the instruction specified there in or non-submission of any of the documents specified, the bid shall summarily be rejected.
5. The sealed tenders will be opened on 21/09/2021 at 4.30 PM by the undersigned in this Office in presence of the tenderers or their authorized representatives and members of the District level purchase Committee constituted for the purpose.
6. The undersigned reserves the right to cancel or reject any or all the tenders without assigning any reason thereof.
7. The detail of this tender is available in the Notice Board/ District Website <http://www.kalahandi.nic.in>.



Project Director,
DRDA, Kalahandi.

Memo No. 454 /

Date: 08 / 09 /2021

Copy to the Notice Board of Collectorate, Kaiahandi/ Notice Board of DRDA, Kalahandi for wide publicity.



Project Director,
DRDA, Kalahandi.

Memo No. 455 /

Dated 8/9/2021

Copy to the District Informatics Officer, NIC, Kalahandi for web hoisting in the District website from 08/09/21 to 20/09/2021, 1.30 PM.



Project Director,
DRDA, Kalahandi

**Tender Paper of the Tender Call Notice for supply of Office Furniture & peripheral for ORMAS,
Kalahandi**

Terms and Conditions:

1. Project Director - DRDA, Kalahandi invites sealed Tenders from the intending reputed Suppliers/Dealers for supply of "**Office Furniture & peripheral**" for ORMAS, Kalahandi.
2. The tender will be in two parts i.e. Technical Bid (Part-I) and Financial Bid (Part-II). The Bidders should give their Technical and Financial Bids separately in two envelopes and should be put into another Cover Super-scribed as "**Tender for Supply of Office Furniture & peripheral**" for ORMAS, Kalahandi "
3. The other terms and conditions associated with the assignments mentioned in **Annexure-A**.
4. The last date of submission of tender paper is 20.09.2021 till 1.30 PM.
5. Bidders who qualify technically, their financial proposal shall only be opened.
6. The successful Bidder has to submit delivery within 15 days from the date of issue of indent order from the District Administration.
7. All the materials will be supplied to ORMAS, Kalahandi.
8. The details of the Specification of the items required for supply of "**Office Furniture & peripheral**" mentioned at **Annexure-B**.



**Project Director,
DRDA, Kalahandi**

Annexure-A

Terms and Conditions	Documents to be submitted.
The Dealers/Supplying Agency should be bonafide registered body having valid Registration No.	Attested Xerox copy Registration certificate.
The Dealers/Supplying Agency should have PAN/ TIN & up to date GST Registration Certificate.	Attested Xerox copy of the PAN/ TIN & GST Registration Certificate.
3. It has not been blacklisted by any Government Organization.	Declaration in Self format
4. Rates should be quoted inclusive of charges of GST/transportation to the ORMAS, Kalahandi and other taxes as applicable.	Mentioned in Financial Bid (Tender Form part-2).
5. The District Administration will have no liability regarding transportation, loading and unloading of materials and all the materials ordered for shall be delivered at the designated place in good condition. The defective or damaged material if any will be replaced by the Dealers/Supplying Agency.	Undertaking
6. The tenderer should deposit EMD of Rs.5,00/- (Rupees Five hundred) only in shape of Demand Draft in favour of ORMAS, Kalahandi payable at SBI. Bhawanipatna main Branch. Tenders without EMD Money will be liable for rejection. The EMD money deposited by the successful tenderer will stand converted to security deposit, which will be refunded after successful completion of supply. The EMD of unsuccessful tenderers shall be refunded after finalization of the tender process.	Demand Draft of Rs.5,00/-
7. The tender paper cost in shape of Demand Draft of Rs.200/- (Rupees two hundred) only in favour of ORMAS, Kalahandi payable at SBI main Branch in Bhawanipatna.	Demand Draft Rs.2,00/-
8. Conditional tender are liable to be rejected. In the event of acceptance, Project Director, DRDA, Kalahandi decision will be final. The tender, which is not as per our required specifications will not be considered.	See specifications.
9. If the successful bidder fails to supply within the stipulated period i.e. 15 days of receipt of supply order, liquidated damaged @2 % per day of delay shall be deducted from the final payment.	Self declaration of the bidders with Seal and signature.
10. The District Administration will not pay any advance payment to the successful bidder. The Dealers/Supplying Agency to supply the items on its own and the amount will be paid only successful deliver and submission of the bill in that regard.	
11. The payment will be made after submission of bill.	
12. Rates quoted against this tender shall remain valid up to 12 months after publication of approved rate. No request for increase in rates, if any, will be allowed or entertained during this period.	
13. Part quotation of specified quantity of an item will be rejected.	
14. The detailed tender paper should be submitted with the tender duly signed by the tenderer as a token of acceptance of the terms and conditions.	
15. The Project Director, DRDA, Kalahandi reserves the right to accept or reject any or all the tenders without assigning any reasons whatsoever.	
16. Income tax returns for last three financial year(2018-19,2019-20 & 2020-21)	Self attested copy
17. Documents of any past experience if any submitted	Self attested supply orders.
18. Self declaration of non-pendency of any legal cases	Self declaration.
19. Self declaration in connection with abiding all terms and conditions in tender.	Self declaration.
20. All documents to be submitted with self attestation.	

Signature and Seal of the Tender


 Project Director
 DRDA, Kalahandi

Annexure-B

SPECIFICATION FOR "Office Furniture & peripheral "

SL No.	Brief Description the Items	Unit	Specification
1	Computer Table	1	Wood/ ply
2	Office Table	1	Iron with ply
3	Executive Chair	2	Godrej
4	Fibber/Plastic Chair	5	Nilkamal
5	Almirah	1	Iron (915 (w) x485(D)x 1980 (H) mm including leg height of 120 mm.



Project Director
DRDA, Kalahandi

TENDER FORM

Part-I (Technical Bid)

1	Name of the Dealers/Supplying Agency (In capital letters)	
2	GST Registration Certificate submitted or not	
3	PAN submitted	
4	Demand Draft towards EMD of Rs.5,00/- submitted .	
5	Demand Draft towards tender paper cost Rs.2,00/ submitted	
6	Municipality Trade License Certificate.	
7	Three Year Audited Balance sheet.	
8	Minimum turnover of Firm must be above fifty Lakhs per year.	
9	Documents of any past experience of supply (Attested copies to be submitted)	
10	Income tax returns of last three financial year 2018-19, 2019-20 & 2020-21.	
11	Self declaration of non-pendency of any legal cases	
12	Self declaration in connection with abiding all terms and conditions in tender.	
13	All documents submitted with self attestation.	

DECLARATION.

I/We hereby declared 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 full and correct to the best of by/our knowledge. I/ We understand that in case of any deviation in the above statement at any state, the Dealer/ Supplying Agency will be blacklisted and will not have any dealing with in future.

Signature & Seal of the Tenderer.

Place:
Date:-

TENDER FORM
Part-II
(Financial Bid)

SI No.	Brief Description of the Item	Qty	Specification	Quoted rate per item in (Rs)	Total Quoted rate
1	Computer Table	1	Wood/ ply		
2	Office Table	1	Iron with ply		
3	Executive Chair	2	Godrej		
4	Fibber/Plastic Chair	5	Nilkamal		
5	Almirah	1	Iron (915 (w) x485(D)x 1980 (H) mm including leg height of 120 mm). Colour (silver Grey or Olive green).		

Rates should be quoted inclusive of transport charges & also inclusive of charges of taxes as applicable.

Signature and Seal of Tenderer.

Place:

Date: