

**ODISHA ADARSHA VIDYALAYA DHANRABHATA, LANJIGARH BLOCK- LANJIGARH, DIST- KALAHANDI**

Tender Paper for supply of the items like Vegetable items, Grocery, Cosmetics Goods, Non-Veg Items, Snacks Items, Reading Writing Material & Office Stationery, Electrical goods & Computer Stationary, Dress Material, Sports Items to ODISHA ADARSHA VIDYALAYA DHANRABHATA, LANJIGARH KGVBTPE-IV HOSTEL of Kalahandi District for the year 2024-25.

Last Date of receipts of tender file ON **10.09.2024** TILL **4:00PM**

Date of opening ON **12.09.2024** AT **10:00AM**

To

M/S.....

.....

.....

Sub: Issue of Tender Documents for supply of.....

Sir/Madam

As per your requisition Letter No.....Date..... tender document for supply of  
.....is issued herewith.

*Rd*  
20/08/2024

PRINCIPAL

ODISHA ADARSHA VIDYALAYA  
DHANRABHATA, LANJIGARH  
**Odisha Adarsha Vidyalaya**  
**Lanjigarh, Kalahandi**

1. Term & Conditions
2. Undertaking by the Tenderer
3. List of Grocery Items
4. List of Cosmetic Items
5. List of Non-Veg items
6. List of Snacks
7. List of Reading writing & Office stationary
8. List of Vegetable Items
9. List of Dress materials

**TENDER PAPER**

(The Principal will fill up the Name and Address of the Firm who will purchase the tender paper from the concerned KGBV in case of downloading paper from the website there is no need to fill up the name and address of the firm)

To

M/S \_\_\_\_\_

Sub - Tender for the Supply of " \_\_\_\_\_ "

1. Sealed Tender for supply of the Articles shown in the attached statement are invited from the registered firms/authorized dealers/wholeseller having valid GST registration with VAT-612 Clearance, PAN/TAN (if any) and having their own existence of shop and dealing with Tender items. The duly filled up Tenders will be received by the under signed through **RegisteredPost/Speed Post** only from **22.08.2024** to **10.09.2024** till **4.00P.M.** The Tender should be superscribed as "Tender for the supply of " \_\_\_\_\_ " and addressed to Principal, OAV DHANRABHATA, LANJIGARH AT- DHANRABHATA PO-BISWANATHPUR PS-BISWANATHPUR, BLOCK- LANJIGARH, DISTRICT-KALAHANDI, PIN-766020. The sealed Tenders will be opened in the office of the Principal, OAV Dhanrabhata, Block- Lanjigarh on dated **12.09.2024** at **10.00 am.**
2. The Tender should be submitted according to the terms and condition specified in points 3 to 27, unless specified in otherwise in the tender, it shall be constructed that the term and condition stipulated here under have agreed to.
3. The rate quoted should be inclusive of all taxes and transportation charges. The articles should be supplied at the Hostel point.
4. There should not be any overwriting, corrections in the Tender. If a figure is to be amended, it should be neatly scored out and then revised figure should be written above and the same should be attested with full signature of the bidder with date. In the absence of the attested signature the bidder is liable to be rejected.
5. The undersigned is not bind to accept the lowest tender and reserve the right to accept the Tender in whole or in part with respect to all the articles mentioned in the attached statement or in respect of any one or more than one article specified in the attached statement as the Committee may decide.
6. On acceptance of the Tender it will become a contract and the contractor shall be bound by the terms and conditions of the Tender and the provision of Odisha General Financial Rules.

7. The bidder should submit his/her Tender along with Earnest Money(EMD) separately for each item as mentioned at ANNEXURE-1 in the shape of Bank draft/Banker's cheque in favour of Principal, OAV Dhanrabhata, Lanjigarh Payable at State Bank of India, Biswanathpur Branch Biswanathpur. The Earnest Money will be refunded in the event of rejection of the Tender. The earnest money will be forfeited in the event of failure to comply with the contract. The EMD of the unsuccessful bidder will be refunded soon after finalization of the tender and the EMD of the successful bidder will be refunded without interest after successful completion of supply during the agreement period. The successful bidder should deposit 5% of the approved value for the items awarded in shape of Demand Draft in favor of PRINCIPAL, OAV, Dhanrabhata, Lanjigarh after finalization of the tender and before execution of the agreement. If the contractor is not agreeable to pay security deposit the reason therefore should be specified and the undersigned reserves the right to accept or reject the request.
8. Those who intends to quote rates for more than one Item (for example: Grocery, Cosmetic,...etc.) they have to apply in separate envelops along with the required EMD with all documents.
9. The Successful bidder should execute an agreement with the principal within 07 days of the finalization of the tender with non-Judicial stamp paper worth Rs.20/-.
10. If the contractor fails to supply the articles within the time stipulated in the letter of acceptance/supply order issued by the undersigned, the undersigned shall be at liberty to purchase the articles from the market or get the rest of the contract completed by any other person/ firm and the difference of price, if any, shall be deducted from the earnest money/security deposit and in case any amount in excess of the security deposit to be paid by the undersigned, the contractor shall eligible to pay this amount.
11. The Contractor for supply of articles is required to submit the samples for the items quoted (except NON-VEG items) at the time of opening of Tender for verification by the Committee. The approved sample will be kept in the OAV Dhanrabhata, Lanjigarh for verification during the supply of the articles. The contractor is required to supply the quantity of articles as mentioned in the supply order, as per the sample and specifications. The quality should invariably be maintained throughout the contract period as per sample and specifications. Materials cannot be accepted if the items being found substandard or differ from the sample and specifications.
12. It is not compulsory on the part of the undersigned to purchase the items for which the Tender is being called. The supply order will be placed as per requirement.
13. The articles/items other than the specification given in the Tender will not be accepted.

14. The rate quoted by the contractor shall hold good upto One Year (except for Vegetable & Non-Vegetable items). Under no circumstances the undersigned will pay extra over and above the rate approved by the committee. For the branded item, if there would be some free gift schemes, marked on the packing, the same would liable to be supplied with the articles on free of cost and also it should be mentioned in the bill. Rates should not be more than the MRP/ Company price list. If the MRP/ Company price will be less than the approved rate the payment will be made as per the MRP/company price only. Snickering of MRP is not allowed.
15. In the event of acceptance of the Tender and placing of the order for purchase, the articles ordered would be subject to an inspection by the undersigned or his representative and are liable to be rejected if the articles supplied do not confirm to the approved specification and samples.
16. The amount of security deposit shall be retained by the PRINCIPAL, OAV Dhanrabhata, Lanjigarh for a period of 06 months from the date of completion of last supply as a safeguard against any defect appearing in the articles supplied within the period & the same will be refunded in the shape of A/C pay Cheque only without Interest.
17. In case of authorized dealers, the authorization certificate issued by the Manufacturer/Company should be enclosed along with the Tender.
18. The payment will be made in the shape of A/C payee Cheque/ e-transfer, only after verification of the supplied articles by the quality checking committee / undersigned, at par with the approved sample with ordered quantity, scrutiny of bills after full supply as per the order placed with the party.
19. The rate should be quoted in terms of metric weight measures i.e.; KG /Liter/ Pieces/mtr. as the case maybe.
20. In case the time and date of opening of Tenders is postponed due to any unavoidable circumstance, the same will be displayed on the Notice Board of OAV Dhanrabhata, Lanjigarh.
21. The person/ firms who is actually having the business of the commodity/articles should only eligible to submit Tender and not from the general order supplier/enterprisers.
22. The Tender papers which do not comply with the above conditions are liable to be rejected and all rights reserved with the Principal & Hostel Management Committee, OAV Dhanrabhata, Lanjigarh to reject or cancel and amend any or all Tenders/approved rates at any time without assigning any reason thereof. Any disputes in this regard subject to Kalahandi jurisdiction only.
23. The undersigned will not be held responsible for any portion of the downloaded document differs from the original tender paper available in the OAV Dhanrabhata, Lanjigarh.
24. TDS will be deductible from the bill as applicable.
25. The interested party must submit Tender for articles in prescribed format only otherwise the Tender so submitted will not be accepted.

26. Money Receipts of the cost of tender paper i.e. Rs.200/-(non- refundable) purchased or DD in favor of the 'Principal, OAV Dhanrabhata, Lanjigarh, drawn at any nationalized bank payable at State Bank of India, Biswanathpur Branch for Rs.200/-(non-- refundable) towards cost of tender paper who download the tender paper from the website must enclose in the tender Paper.
27. The sealed Tender should in variably contain the following documents:
- Up-to-date GST paid certificate in form No 612 issued by the competent authority for all items, GST registration certificate, PAN/TAN (if any). (Except for Vegetab6e & fruits, Non-Veg,) the undersigned may ask to submit the original certificate for verification before placing the supply order.
  - Signature of the Tenderer in all pages of the term &conditions with date and seal along with the undertaking and signatures of witness is given below.
  - These instructions to Tenderer are to be signed by the Tenderer and returned in originals with the Tender with all enclosures.
  - E.M.D in shape of Bank Draft/Bankers Cheque as specified in the SI.No.07
  - Money receipt of cost of the tender paper purchased or DD towards cost of tender paper.

## INSTRUCTIONS TO THE TENDERER

1. Tender is to be submitted in the prescribed tender forms consisting of technical bid and financial bid only along with terms and conditions in the office of the concerned KGBV.
2. The tenderer shall submit technical bid and financial bid in two separate sealed envelopes which should be prescribed as Technical /Financial Bid, items tendered, name of the bidder and should be duly sealed and put in a big envelope which too should be duly sealed.
3. i. The tender in sealed envelope shall be accepted up to \_\_\_\_\_ hrs. on date \_\_\_\_\_ and technical bid shall be opened first by the duly constituted committee in the office of the Principal, OAV, Dhanrabhata, Lanjigarh on the schedule date as mentioned in the notifications in presence of the tenderer or their authorized agents.  
ii. Decision of the purchased committee to declare any of the tender to have or have not qualified in technical bidding shall be final. Intimation of decision of the competent Authority shall be conveyed to the Tenderer in due course of time.
4. i. Financial bid of only those tenders, who qualify in the technical bid, shall be opened.  
ii. There should not be any cutting and or overwriting in the tender form. No amendment or addition in the terms and conditions indicated on a separate paper or attachment will be accepted.
5. The Tenderer must sign the Terms and conditions and submit along with the technical bid, otherwise the tender is liable to be rejected.
6. The tenderer should submit the tender form along with the Earnest money deposit in the form of Demand Draft drawn in favor of Principal OAV, Dhanrabhata, Lanjigarh **“payable at state Bank of India, Biswanathpur”**. Tenderer should pay Rs 200/ (Two hundred rupees only) towards the cost of the tender form in case of downloading from website.

## UNDERTAKING BY THE TENDERER

We M/S \_\_\_\_\_ agreed fully to accept the terms and conditions specified in above Para 03 to 27 and also enclose the rates of the items as per list and specifications given by the Principal and Hostel Management committee, OAV Dhanrabhata, Lanjigarh Block-Lanjigarh, District-Kalahandi in the prescribed format enclosed.

Signature of the Tenderer \_\_\_\_\_.

Name of the Proprietor \_\_\_\_\_

Seal of the firm with OST & SCT No \_\_\_\_\_

Witness(Signature, Name and Address)

1. Signature \_\_\_\_\_

Name \_\_\_\_\_

DATE \_\_\_\_\_

Address: - \_\_\_\_\_

\_\_\_\_\_

2. Signature \_\_\_\_\_

Name \_\_\_\_\_

DATE \_\_\_\_\_

Address: - \_\_\_\_\_

\_\_\_\_\_

**ODISHA ADARSHA VIDYALAYA DHANRABHATA, BLOCK- LANJIGARH, DIST- KALAHANDI**Tender Form for Grocery Items

1. Name and Address of the Party/Firm \_\_\_\_\_
2. Registration Number of the Firm \_\_\_\_\_ Valid Up to \_\_\_\_\_
3. EMO Deposited Rs. \_\_\_\_\_ Vide Bank Draft No. \_\_\_\_\_ Date \_\_\_\_\_
4. Date of the Tender Paper Purchase \_\_\_\_\_ Money receipt no. \_\_\_\_\_

I/ We submit the technical bid for the supply of Grocery items as per the terms & conditions of the tender notice of the Office of the Principal, OAV Dhanrabhata, Lanjigarh Kalahandi which are acceptable to me/us. I/we are aware that while evaluating the technical bid, if any/part as decided by the Office of the Principal, OAV Dhanrabhata, Lanjigarh, Kalahandi the term/items mentioned below is not found meeting the requirement of the tender notice, the bid will not be accepted.

1	Earnest Money	i. Bank _____ ii. Draft _____ No _____ Date _____ iii. Amount _____
2	Income Tax register details	Income Tax PAN No _____ Annexed: Yes/No _____
3	GST Clearance Certificate from the competent authority	i. GST No. _____ ii. Issuing authority _____ iii. Period of validity _____
4	Financial capacity of the tenderer	Audit balance sheet for the year 2022-23 Annexed: Yes/No
5	Submitting of product prospectus/ brochures/ sample of _____ as per list & specifications (where applicable)	Yes/No _____
6	Registration certificate of firm	i. Certificate No. _____ & Date _____ ii. Issuing authority _____ iii. Attested copy of certificate Annexed: Yes/No _____

Seal and Signature of the Supplier

Address

# ODISHA ADARSHA VIDYALAYA DHANRABHATA, BLOCK- LANJIGARH DIST- KALAHANDI

## Quotation Form for Grocery Items

Name and Address of the Party/Firm \_\_\_\_\_  
\_\_\_\_\_ Registration Number of the Firm \_\_\_\_\_ Valid Up to \_\_\_\_\_  
\_\_\_\_\_ EMO Deposited Rs. \_\_\_\_\_ Vide Bank  
Draft No. \_\_\_\_\_ Date \_\_\_\_\_ Date of the Tender Paper  
Purchase \_\_\_\_\_ Money receipt no. \_\_\_\_\_

I/ We submit the financial bid for the supply of grocery items as per the terms & conditions of the tender notice of the Office of the Principal, OAV Dhanrabhata, Lanjigarh, Kalahandi which are acceptable to me/us. Rate quoted are inclusive of all nine basic, Cess, CST/LST if applicable from the point of dispatch, insurance, freight dispatching point of specified destination for delivery at mentioned destination. Part-B (To be filled by the tenderer)

SI No	Item	Specification	Unit	Rate Quoted
1	Atta	Ashirvad	Per KG	Rs.
2	Harad Dal	Ajanta/Badak/Good quality	Per KG	Rs.
3	Buta	DehuskBadadana/Good quality	Per KG	Rs.
4	Chana Dal	Good quality	Per KG	Rs.
5	Biri Dal	Good quality	Per KG	Rs.
6	Moog Dal	Good quality	Per KG	Rs.
7	Kabuli Chana	Good quality	Per KG	Rs.
8	Motor Chana(White)	Good quality	Per KG	Rs.
9	Sorisha (MustardSeed)	Good quality	Per KG	Rs.
10	Besana Powder	Shree Ganesh/ Lal killa/ Good quality	Per KG	Rs.
11	Badam Chana	Good quality	Per KG	Rs.
12	Sooji	Shree Ganesg/ Bajrangbhoj	Per KG	Rs.
	Idliy Sooji	Shree Ganesg/ Bajrangbhoj		
13	Sugar	Bad Dana Good quality	Per KG	Rs.
14	Chuda	Good quality	Per KG	Rs.
15	Dry Red Chilly	Good quality	Per KG	Rs.
16	ChiliPowder	Everest/Ruchi	Per KG	Rs.

17	Curry Powder	Everest/Ruchi	Per KG	Rs.
18	Meat Powder	Everest/Ruchi	Per KG	Rs.
19	Haladi Powder	Everest/Ruchi	Per KG	Rs.
20	Chicken Powder	Everest/Ruchi	Per KG	Rs.
21	Jeera Seeds	Good quality	Per KG	Rs.
22	Tejpatra	Good quality	Per KG	Rs.
23	PanchaPotono	Good quality	Per KG	Rs.
24	Pampad	Haldiram	Per KG	Rs.
25	Pampad Chips	Haldiram/ Good quality		
26	Fenegreek( Methy)	Good quality		
27	Ghee	Good quality	Per KG	Rs.
28	Kaju	Good quality	Per KG	Rs.
29	Klsmis	Good quality	Per KG	Rs.
30	Gujarati	Good quality	Per KG	Rs.
31	Labang	Good quality		
32	Black Peper	Good quality		
33	Mustard Oil	Double Hiran	Per ltr	Rs.
34	Cooking Oil	Furrtune/King Soyabin	PerLtr	Rs.
35	Soya bodi	Furtune/ Ruchi	Per Kg	Rs.
36	Salt	Tata	Per Kg	Rs.
37	Amul Spray	Refill PackGood quality	Per Kg	Rs.
38	Biscuits	Parlc-G/ Marie Gold	Per peti(perpc)	Rs.
39	Pickle			
	i. Mixed	Nillon/ ruchi	Per Kg	Rs.
	ii. Sweet	Nillon/ ruchi	Per Kg	Rs.
40	Semiya	Haldiram/ MPR	Per Kg	Rs.
41	Utensil Washing Liquid	Vim	Per Kg	Rs.
42	Buta (Small Size)	Good Quality	Per Kg	Rs.
43	Tomato Sauce	Good Quality	100ml	Rs.
44	Chili Sauce	Good Quality	100ml	Rs.

45	Soya Sauce	Good Quality	100ml	Rs.
46	Vinegar	Good Quality	100ml	Rs.
47	Chowmin	Good Quality	1pkt	Rs.
48	Chat Masala	Everest/Ruchi	Per Kg	Rs.
49	Match Box	Camel/ Good quality	dozon	Rs.
50	Chatua	<b>Ruchi</b>	<b>1kg</b>	Rs.
51	Dalia Powder	Ruchi	1kg	Rs.
52	Mixture	Narayani/Jay Laxmi	1kg	Rs.
53	Milkmaid	Amul/Nestle	200ml	Rs.
54	Guda (Jigar)	Good Quality	Per Kg	Rs.
55	<b>Khiri Rice</b>	India Gate/Good Quality	Per Kg	Rs.
56	Sambar Powder	Everest/Ruchi	Per Kg	Rs.
57	Idle Khuda	Good Quality	Per Kg	Rs.
58	Maida Power	Ashirvad	Per Kg	Rs.
59	Rajma	India Gate/Good Quality	Per Kg	Rs.
60	Mooga	Good Quality	Per Kg	Rs.
61	Scrub for washing Utensil	Good Quality	Per piece	Rs.
62	Mosquito Coil	All Out/Good Night	Per Pkt	Rs.
63	Mosquito Liquid	All Out/Good Night	Per piece	Rs.
64	Mosquito Liquid with Machine	All Out/Good Night	Per piece	Rs.

Seal and Signature of the Supplier

Address

**ODISHA ADARSHA VIDYALAYA DHANRABHATA, BLOCK-LANJIGARH, DIST- KALAHANDI**Tender Form for Cosmetic & Toilet Items

1. Name and Address of the Party/Firm\_\_\_\_\_
2. Registration Number of the Firm\_\_\_\_\_ Valid Up to\_\_\_\_\_
3. EMO Deposited Rs.\_\_\_\_\_Vide Bank Draft No. \_\_\_\_\_ Date\_\_\_\_\_
4. Date of the Tender Paper Purchase\_\_\_\_\_ Money receipt no.\_\_\_\_\_

I/ We submit the technical bid for the supply of Cosmetic & Toilet items as per the terms & conditions of the tender notice of the Office of the Principal, OAV Dhanrabhata, Lanjigarh, Kalahandi which are acceptable to me/us. I/we are aware that while evaluating the technical bid, if any/part as decided by the Office of the Principal, OAV Dhanrabhata, Lanjigarh, Kalahandi the term/items mentioned below is not found meeting the requirement of the tender notice, the bid will not be accepted.

1	Earnest Money	i. Bank _____ ii. Draft _____ No _____ Date _____ iii. Amount _____
2	Income Tax register details	Income Tax PAN No _____ Annexed: Yes/No _____
3	GST Clearance Certificate from the competent authority	i. GST No. _____ ii. Issuing authority _____ iii. Period of validity _____
4	Financial capacity of the tenderer	Audit balance sheet for the year 2021-22, 2022-23, 2023-24 Annexed: Yes/No Financial year turnover 2023-24
5	Submitting of product prospectus/ brochures/ sample of _____ as per list & specifications (where applicable)	Yes/No _____
6	Registration certificate of firm	i. Certificate No. _____ & Date _____ ii. Issuing authority _____ iii. Attested copy of certificate Annexed: Yes/No _____

Seal and Signature of the Supplier

Address

**ODISHA ADARSHAVIDVALAYA DHANRABHATA, BLOCK-LANJIGARH, DIST-KALAHANDI**

Quotation Form for Cosmetic & Toilet Items

Name and Address of the Party/Firm \_\_\_\_\_  
\_\_\_\_\_ Registration Number of the Firm \_\_\_\_\_ Valid Up to \_\_\_\_\_  
\_\_\_\_\_ EMO Deposited Rs. \_\_\_\_\_ Vide Bank \_\_\_\_\_  
Draft No. \_\_\_\_\_ Date \_\_\_\_\_ Date of the Tender Paper \_\_\_\_\_  
Purchase \_\_\_\_\_ Money receipt no. \_\_\_\_\_

I/ We submit the financial bid for the supply of grocery items as per the terms & conditions of the tender notice of the Office of the Principal, OAV Dhanrabhata, Lanjigarh, Kalahandi which are acceptable to me/us. Rate quoted are inclusive of all nine basic, Cess, CST/LST if applicable from the point of dispatch, insurance, freight dispatching point of specified destination for delivery at mentioned destination. Part-B (To be filled by the tenderer)

Sl.No	NameoftheItems	Specification	Unit	Max.Rate	RateQuoted
1	Washing Soap	Surf Excel	Per Piece	10	Rs.
2	Washing Powder	Wheel /Surf Excel	Per Piece	10	Rs.
3	Bathing Soap	Dettol	Per Piece	10.00	Rs.
4	Shampoo	Clinic Plus	Per Piece	1.00	Rs.
5	Tooth Paste	Close Up/ Colgate	Per Piece	10.00	Rs.
6	Coconut Hair oil	Nihar/ Parachute	Per Piece	10.00	Rs.
7	Tooth brush with Tong cleaner	Good Quality	Per Piece	25.00	Rs.
8	Face Power	Ponds	Per Piece	10.00	
9	Soap Case		Per Piece		Rs.
10	Comb(Plastic)		Per Piece		Rs.
11	Phenel (White)		Per liter		Rs.
12	Phenel(Black)		Per liter		Rs.
13	Bleaching Powder		Per Kg		Rs.
14	Hand wash liquid		Per litre		Rs.
15	Harpic (Toiletuse)		Per Piece		Rs.
16	Toilet Brush		Per Piece		Rs.
17	Air Freshener		Per Piece		Rs.
18	Sanitary Pad		Per Piece		Rs.
19	Vim liquid		Per Piece		Rs.
20	Nail cutter		Per Piece		Rs.
21	Dustbin		pkt		Rs.
22	Broom (Floor &Roof)				

Seal and Signature of the Supplier  
Address

# ODISHA ADARSHA VIDYALAYA DHANRABHATA BLOCK- LANJIGARH, DIST-KALAHANDI

## Tender Form for Non-Veg. Items

1. Name and Address of the Party/Firm \_\_\_\_\_
2. Registration Number of the Firm \_\_\_\_\_ Valid Up to \_\_\_\_\_
3. EMO Deposited Rs. \_\_\_\_\_ Vide Bank Draft No. \_\_\_\_\_ Date \_\_\_\_\_
4. Date of the Tender Paper Purchase \_\_\_\_\_ Money receipt no. \_\_\_\_\_

I/ We submit the technical bid for the supply of \_\_\_\_\_ items as per the terms & conditions of the tender notice of the Office of the Principal, OAV Dhanrabhata, Lanjigarh, Kalahandi which are acceptable to me/us. I/we are aware that while evaluating the technical bid, if any/part as decided by the Office of the Principal, OAV Dhanrabhata, Lanjigarh, Kalahandi the term/items mentioned below is not found meeting the requirement of the tender notice, the bid will not be accepted.

1	Earnest Money	i. Bank _____ ii. Draft No _____ Date _____ iii. Amount _____
2	Submitting of product prospectus/ brochures/ sample of _____ as per list & specifications (where applicable)	Yes/No _____

**ODISHA ADARSHA VIDYALAYA DHANRABHATA, BLOCK- LANJIGARH, DIST-  
KALAHANDI**

Tender Form For Non-Vegetable Items

Name and Address of the Party/Firm \_\_\_\_\_  
\_\_\_\_\_ Registration Number of the Firm \_\_\_\_\_ Valid Up to  
\_\_\_\_\_ EMO Deposited Rs. \_\_\_\_\_ Vide Bank  
Draft No. \_\_\_\_\_ Date \_\_\_\_\_ Date of the Tender Paper  
Purchase \_\_\_\_\_ Money receipt no. \_\_\_\_\_

I/ We submit the financial bid for the supply of grocery items as per the terms & conditions of the tender notice of the Office of the Principal, OAV Dhanrabhata, Lanjigarh, Kalahandi which are acceptable to me/us. Rate quoted are inclusive of all nine basic, Cess, CST/LST if applicable from the point of dispatch, insurance, freight dispatching point of specified destination for delivery at mentioned destination. Part-B (To be filled by the tenderer)

Sl. No	Name of the Items	Quantity/UNIT	Rate Quoted
1	EGG(HEN)(Standard Size)	PER CASE	Rs.
2	FISH	PER KG	Rs.
3	Chicken(BROILERDRESSED)	PER KG	Rs.

Seal and Signature of the Supplier  
Address-

**ODISHA ADARSHA VIDYALAYA DHANRABHATA, BLOCK- LANJIGARH, DIST- KALAHANDI**Tender Form for Snacks items

1. Name and Address of the Party/Firm\_\_\_\_\_
2. Registration Number of the Firm \_\_\_\_\_ Valid Up to \_\_\_\_\_
3. EMO Deposited Rs. \_\_\_\_\_ Vide Bank Draft No. \_\_\_\_\_ Date \_\_\_\_\_
4. Date of the Tender Paper Purchase \_\_\_\_\_ Money receipt no. \_\_\_\_\_

I/ We submit the technical bid for the supply of snacks items as per the terms & conditions of the tender notice of the Office of the Principal, OAV Dhanrabhata, Lanjigarh, Kalahandi which are acceptable to me/us. I/we are aware that while evaluating the technical bid, if any/part as decided by the Office of the Principal, OAV Dhanrabhata, Lanjigarh, Kalahandi the term/items mentioned below is not found meeting the requirement of the tender notice, the bid will not be accepted.

1	Earnest Money	i. Bank _____ ii. Draft No _____ Date _____ iii. Amount _____
2	Income Tax register details	Income Tax PAN No _____ Annexed: Yes/No _____
3	GST Clearance Certificate from the competent authority	i. GST No. _____ ii. Issuing authority _____ iii. Period of validity _____
4	Financial capacity of the tenderer	Audit balance sheet for the year 2021-22, 2022-23, 2023-24 Annexed: Yes/No Financial year turnover 2023-24
5	Submitting of product prospectus/ brochures/ sample of _____ as per list & specifications (where applicable)	Yes/No _____
6	Registration certificate of firm	i. Certificate No. _____ & Date _____ ii. Issuing authority _____ iii. Attested copy of certificate Annexed: Yes/No _____

Seal and Signature of the Supplier

**ODISHA ADARSHA VIDYALAYA DHANRABHATA, LANJIGARH BLOCK- LANJIGARH,  
DIST- KALAHANDI**

Tender Form for Snacks Items

Name and Address of the Party/Firm \_\_\_\_\_  
\_\_\_\_\_ Registration Number of the Firm \_\_\_\_\_ Valid Up to \_\_\_\_\_  
\_\_\_\_\_ EMO Deposited Rs. \_\_\_\_\_ Vide Bank \_\_\_\_\_  
Draft No. \_\_\_\_\_ Date \_\_\_\_\_ Date of the Tender Paper \_\_\_\_\_  
Purchase \_\_\_\_\_ Money receipt no. \_\_\_\_\_

I/ We submit the financial bid for the supply of grocery items as per the terms & conditions of the tender notice of the Office of the Principal, OAV Dhanrabhata, Lanjigarh, Kalahandi which are acceptable to me/us. Rate quoted are inclusive of all nine basic, Cess, CST/LST if applicable from the point of dispatch, insurance, freight dispatching point of specified destination for delivery at mentioned destination. Part-B (To be filled by the tenderer)

Sl. No	Name of the Items	Unit	Rate Quoted
1	Sweet Bundi	Per Kg	Rs
2	Bundi Plain	Per Kg	Rs
3	Chena khaja	Per Kg	Rs
4	Balsha	Per Kg	Rs
5	Jilabi	Per Kg	Rs
6	Rasagola	Per Kg	Rs
7	Seo	Per Kg	Rs
8	Gulapjam	Per Kg	
9	Curd	Per Kg	Rs
10	Omfed Milk	1liter	Rs.
	Local Cow milk	1liter	Rs.

Seal and Signature of the Supplier  
Address: -

**ODISHA ADARSHA VIDYALAYA DHANRABHATA, LANJIGARH BLOCK- LANJIGARH,  
DIST- KALAHANDI**

Tender Form for Study Materials and Office stationary

1. Name and Address of the Party/Firm \_\_\_\_\_
2. Registration Number of the Firm \_\_\_\_\_ Valid Up to \_\_\_\_\_
3. EMO Deposited Rs. \_\_\_\_\_ Vide Bank Draft No. \_\_\_\_\_ Date \_\_\_\_\_
4. Date of the Tender Paper Purchase \_\_\_\_\_ Money receipt no. \_\_\_\_\_

I/ We submit the technical bid for the supply of Study Materials and Office stationary as per the terms & conditions of the tender notice of the Office of the Principal, OAV Dhanrabhata, Lanjigarh, Kalahandi which are acceptable to me/us. I/we are aware that while evaluating the technical bid, if any/part as decided by the Office of the Principal, OAV Dhanrabhata, Lanjigarh, Kalahandi the term/items mentioned below is not found meeting the requirement of the tender notice, the bid will not be accepted.

1	Earnest Money	i. Bank _____ ii. Draft _____ No _____ Date _____ iii. Amount _____
2	Income Tax register details	Income Tax PAN No _____ Annexed: Yes/No _____
3	GST Clearance Certificate from the competent authority	i. GST No. _____ ii. Issuing authority _____ iii. Period of validity _____
4	Excise registration certificate	i. Certificate No. _____ & Date _____ ii. Issuing authority _____ iii. Attested copy of certificate Annexed: Yes/No _____
5	Financial capacity of the tenderer	Audit balance sheet for the year 2022-23 Annexed: Yes/No
6	Submitting of product prospectus/ brochures/ sample of _____ as per list & specifications (where applicable)	Yes/No _____
7	Registration certificate of firm	i. Certificate No. _____ & Date _____ ii. Issuing authority _____ iii. Attested copy of certificate Annexed: Yes/No _____
8	Description of the registered trademark (where applicable)	

Signature of the Tenderer with seal

**ODISHA ADARSHA VIDYALAYA DHANRABHATA, LANJIGARH BLOCK- LANJIGARH, DIST- KALAHANDI**Tender Form for Study Materials and Office stationary

Name and Address of the Party/Firm \_\_\_\_\_  
 \_\_\_\_\_ Registration Number of the Firm \_\_\_\_\_ Valid Up to \_\_\_\_\_  
 \_\_\_\_\_ EMO Deposited Rs. \_\_\_\_\_ Vide Bank \_\_\_\_\_  
 Draft No. \_\_\_\_\_ Date \_\_\_\_\_ Date of the Tender Paper \_\_\_\_\_  
 Purchase \_\_\_\_\_ Money receipt no. \_\_\_\_\_

I/ We submit the financial bid for the supply of grocery items as per the terms & conditions of the tender notice of the Office of the Principal, OAV Dhanrabhata, Lanjigarh, Kalahandi which are acceptable to me/us. Rate quoted are inclusive of all nine basic, Cess, CST/LST if applicable from the point of dispatch, insurance, freight dispatching point of specified destination for delivery at mentioned destination. Part-B (To be filled by the tenderer)

SI No.	Type or Note	Type of Cover with GSM	Type of Inner Page with GSM	Type	Unit	Maximum M Rate.	Rate Quoted
1	1PI 1R(172Page)	Glossy laminated cover with75 GSM (at least)	Good quality paper with56GSM	Jumbo Size(18X24 cm)	Per Piece	3000	Rs.
2	FOUR LINE(100Page)	Glossy laminated cover with75 GSM (at least)	Good quality paper with56GSM	Jumbo Size(18X24 cm)	Per Piece	1900	Rs.
3	SINGLE LINE(100Page)	Glossy laminated cover with75 GSM (at least)	Good quality paper with56GSM	Jumbo Size(18X24 cm)	Per Piece	19.00	Rs.
4	SINGLELINE(172Page)	Glossy laminated cover with75 GSM (at least)	Good quality paper with56GSM	Jumbo Size(18X24 cm)	Per Piece	30.00	Rs.
5	UNRULE(100PAGE)	Glossy laminated cover with75 GSM (at least)	Good quality paper with56GSM	Jumbo Size(18X24 cm)	Per Piece	19.00	Rs.
6	THREELINE(100Page)	Glossy laminated cover with75 GSM (at least)	Good quality paper with56GSM	Jumbo Size(18X24 cm)	Per Piece	19.00	Rs.
7	TWOLINE(100Page)	Glossy laminated cover with75 GSM (at least)	Good quality paper with56GSM	Jumbo Size(18X24 cm)	Per Piece	1900	Rs.
8	UNRULE(172Page)	Glossy laminated cover with75 GSM (at least)	Good quality paper with56GSM	Jumbo Size(18X24 cm)	Per Piece	30.00	Rs.
9	Drawing Note (36page)	Glossy laminated cover with75 GSM (at least)	Good quality paper with56GSM	Jumbo Size(18X24 cm)	Per Piece	21.00	Rs.

10	Dally diary with painting name of the KGBV& logo (300Pages)	Glossy laminated cover with75 GSM (at least)	Good quality paper with56GSM	Jumbo Size(18X24 cm)	Per Piece	75.00	Rs.
11	Graph Khata (32page)	Glossy laminated cover with75 GSM (at least)	Good quality paper with56GSM	Jumbo Size(21X29.7 cm)	Per Piece	75.00	Rs.
12	Rough Note (172page)	Glossy laminated cover with75 GSM (at least)	Good quality paper with56GSM	Jumbo Size(17X27 cm)	Per Piece	30.00	Rs.
13	Geometric Box				Per Piece	50.00	Rs.
14	Exam board				Per Piece		Rs..
15	Eraser				Per Piece		Rs.
16	Sharpener				Per Piece		Rs..
17	Pencil				Per Piece		Rs.
18	Steel scale(Long Size)				Per Piece		Rs.
19	Plastic Scale(Long Size)				Per Piece		Rs.
20	Blue Pen				Per Piece		Rs.
21	Red Pen				Per Piece		Rs.
22	Water Color with tuli				Per Piece		Rs.
23	Drawing Sheet				Per Piece		Rs.
24	Word Book(Brande)				Per Piece		Rs.
25	Dictionary (Brande)				Per Piece		Rs.
26	Sketch Pen				Per Piece		Rs.
27	Tuli				Per Pkt		Rs.
28	Debit Voucher(100pages)				Per Piece		Rs.

	Pink Color Paper						
29	Credit Voucher(100pages) White Paper				Per Piece		Rs.
30	Voucher Guard file				Per Piece		Rs.
31	Double Entry Cash Book(No-20)				Per Piece		Rs.
32	Ledger(200Pages)				Per Piece		Rs.
33	Register-100page				Per Piece		Rs.
<b>34</b>	Register-172 page				Per Piece		Rs.
35	Register-300page				Per Piece		Rs.
36	Student Attendance				Per Piece		Rs.
37	Staff Attendance				Per Piece		Rs.
38	Laminated File				Per Piece		Rs.
39	A4SizePaper				Per Pkt		Rs.
<b>40</b>	Fly Leaf with school Name				Per Piece		Rs.
<b>41</b>	Tag				Per Pkt		Rs.
42	Stapler(small)				Per Piece		Rs.
43	Stapler Pin				Per Pkt		Rs.
<b>44</b>	Correction Pen				Per Piece		Rs.
45	Paper Weight				Per Piece		Rs.
46	Gum(100ml)				Per Piece		Rs.
47	Big Size Cello Tape				Per Piece		Rs.
<b>48</b>	Stamp Pad				Per Piece		Rs.
49	Alpin				Per Piece		Rs.
50	G.K. Book				Per		Rs.

					Piece		
51	Marker Pen				Per Piece		Rs.
52	Four Fold File				Per Piece		Rs.
53	Box File				Per Piece		Rs.
54	Stick File				Per Piece		Rs.
55	Pen Stand				Per Piece		Rs.
56	Calculator				Per Piece		Rs.
57	Pencil Battery				Per Piece		Rs.
58	Stamp Pad Ink(Blue)(500ml)				Per Piece		Rs.
59	Stamp Pad Ink(Black)(500ml)				Per Piece		Rs,
60	White Paper ream				Per Piece		Rs.
61	Stock Register(300page)				Per Piece		Rs.
62	School Bag with Printed on school Name with logo				Per Piece	150.00	Rs.
63	Student ID Card with Lace (Good Quality)				Per Piece		Rs.
64	Tharmocal (Solo)				Per Piece		Rs.
65	Parts of Computer Chart				Per Piece		Rs.
66	Model of Human Body				Per Piece		
67	Craft Book				Per Piece		
68	Story Book				Per Piece		
69	Stitching Work Book				Per Piece		

70	Vocational Work Book				Per Piece		
71	Yoga Shan Book				Per Piece		
72	Essay Book				Per Piece		
73	Art Book				Per Piece		
74	Painting Book				Per Piece		
75	Paper Stand				Per Piece	1000.00	
76	Reading Corner				Per Piece	3000.00	
79	Game Book				Per Piece		
80	Exercise Book				Per Piece		
81	Health relation Book				Per Piece		
82	White Board				Per Piece		
83	Blue Board for Photo				Per Piece		

**N.B. •Above Items are must be Branded Quality**

Seal and Signature of the Supplier  
Address: -

**ODISHA ADARSHA VIDYALAYA DHANRABHATA, LANJIGARH BLOCK- LANJIGARH, DIST-  
KALAHANDI**

Tender Form for Dress Material

1. Name and Address of the Party/Firm \_\_\_\_\_
2. Registration Number of the Firm \_\_\_\_\_ Valid Up to \_\_\_\_\_
3. EMO Deposited Rs. \_\_\_\_\_ Vide Bank Draft No. \_\_\_\_\_ Date \_\_\_\_\_
4. Date of the Tender Paper Purchase \_\_\_\_\_ Money receipt no. \_\_\_\_\_

I/ We submit the technical bid for the supply of dress materials as per the terms & conditions of the tender notice of the Office of the Principal, OAV Dhanrabhata, Lanjigarh, Kalahandi which are acceptable to me/us. I/we are aware that while evaluating the technical bid, if any/part as decided by the Office of the Principal, OAV Dhanrabhata, Lanjigarh, Kalahandi the term/items mentioned below is not found meeting the requirement of the tender notice, the bid will not be accepted.

1	Earnest Money	iv. Bank _____ v. Draft No _____ Date _____ vi. Amount _____
2	Income Tax register details	Income Tax PAN No _____ Annexed: Yes/No _____
3	GST Clearance Certificate from the competent authority	iv. GST No. _____ v. Issuing authority _____ vi. Period of validity _____
4	Financial capacity of the tenderer	Audit balance sheet for the year 2021-22, 2022-23, 2023-24 Annexed: Yes/No Financial year turnover 2023-24
5	Submitting of product prospectus/ brochures/ sample of _____ as per list & specifications (where applicable)	Yes/No _____
6	Registration certificate of firm	iv. Certificate No. _____ & Date _____ v. Issuing authority _____ vi. Attested copy of certificate Annexed: Yes/No _____

Seal and Signature of the Supplier

Address

**ODISHA ADARSHA VIDYALAYA DHANRABHATA, LANJIGARH BLOCK- LANJIGARH, DIST-  
KALAHANDI**

**Tender Form for Dress Material Items**

Name and Address of the Party/Firm \_\_\_\_\_  
 \_\_\_\_\_ Registration Number of the Firm \_\_\_\_\_ Valid Up to  
 \_\_\_\_\_ EMO Deposited Rs. \_\_\_\_\_ Vide Bank  
 Draft No. \_\_\_\_\_ Date \_\_\_\_\_ Date of the Tender Paper  
 Purchase \_\_\_\_\_ Money receipt no. \_\_\_\_\_

I/ We submit the financial bid for the supply of grocery items as per the terms & conditions of the tender notice of the Office of the Principal, OAV Dhanrabhata, Lanjigarh, Kalahandi which are acceptable to me/us. Rate quoted are inclusive of all nine basic, Cess, CST/LST if applicable from the point of dispatch, insurance, freight dispatching point of specified destination for delivery at mentioned destination. Part-B (To be filled by the tenderer)

SI.No	NameoftheItems	Unit	Max.Rate	RateQuoted
1	Night Dress(Cotton Good Quality)	Per pair	<b>200.00</b>	
2	Gamucha (BigSize)	Per Piece	<b>40.00</b>	
3	Sweeter & Scarp	Per Piece	<b>300.00</b>	
4	Sleeper	Per Piece	<b>80.00</b>	
5	Sports Shoe	Per Pair	<b>500.00</b>	
6	Shocks	Per Pair		
7	Sports Dress with SchoolName	Per pair		
8	Scout & Guide Dress	Per pair		
9	Inner garments	Per Piece		
10	Apron For Cook	Per Piece	<b>200.00</b>	
11	Uniform For Watchmen(one pair)	Per Piece	<b>700.00</b>	
12	Door Screen	Per Meter		Rs.
13	Table Cloth	Per Meter		Rs.
14	Tarkish Towel	Per Piece		Rs.
15	Handkerchief	Per Piece		Rs.
17	TVCover21 inch	Per Piece		Rs.
18	AmirahCoverfor6feet	Per Piece		Rs.
19	Stitching Cotton for Training Purpose	Per Meter		Rs.
20	Mosquito Net For Window	Per Phuta		Rs.

Seal and Signature of the Supplier  
Address: -

**ODISHA ADARSHA VIDYALAYA DHANRABHATA, LANJIGARH BLOCK- LANJIGARH, DIST-  
KALAHANDI**

Tender Form for Fruits & Vegetables Items

1. Name and Address of the Party/Firm \_\_\_\_\_
2. Registration Number of the Firm \_\_\_\_\_ Valid Up to \_\_\_\_\_
3. EMO Deposited Rs. \_\_\_\_\_ Vide Bank Draft No. \_\_\_\_\_ Date \_\_\_\_\_
4. Date of the Tender Paper Purchase \_\_\_\_\_ Money receipt no. \_\_\_\_\_

The Participants of the tenderer in response to advertisement published are eligible to participate the tender for Vegetables quarterly (April-June, July-Sept, Oct-Dec, Jan-Mar). it will continue till March-25. Holiday next day will be open. The committee has reserve the right to accept fully or partially or to cancel any time. Those tender who applied in response to the news paper advertisement are eligible to participate every quarterly and the new tenderer also participate the successful bidder will have to deposit Rs. \_\_\_\_\_ only, the successful bidder will have to deposit Rs. \_\_\_\_\_ as security money. The tenderer will quote the rates of the vegetable for 3 months term and condition will applied.

I/ We submit the technical bid for the supply of \_\_\_\_\_ items as per the terms & conditions of the tender notice of the Office of the Principal, OAV Dhanrabhata, Lanjigarh, Kalahandi which are acceptable to me/us. I/we are aware that while evaluating the technical bid, if any/part as decided by the Office of the Principal, OAV Dhanrabhata, Lanjigarh, Kalahandi the term/items mentioned below is not found meeting the requirement of the tender notice, the bid will not be accepted.

1	Earnest Money	i. Bank _____ ii. Draft _____ No _____ Date _____ iii. Amount _____
2	Submitting of product prospectus/ brochures/ sample of _____ as per list & specifications (where applicable)	Yes/No _____

**ODISHA ADARSHA VIDYALAYA DHANRABHATA, LANJIGARH BLOCK- LANJIGARH, DIST-  
KALAHANDI**

Tender Form for Fruits and vegetable Items

Name and Address of the Party/Firm \_\_\_\_\_  
 \_\_\_\_\_ Registration Number of the Firm \_\_\_\_\_ Valid Up to \_\_\_\_\_  
 \_\_\_\_\_ EMO Deposited Rs. \_\_\_\_\_ Vide Bank  
 Draft No. \_\_\_\_\_ Date \_\_\_\_\_ Date of the Tender Paper  
 Purchase \_\_\_\_\_ Money receipt no. \_\_\_\_\_

I/ We submit the financial bid for the supply of grocery items as per the terms & conditions of the tender notice of the Office of the Principal, OAV Dhanrabhata, Lanjigarh Kalahandi which are acceptable to me/us. Rate quoted are inclusive of all nine basic, Cess, CST/LST if applicable from the point of dispatch, insurance, freight dispatching point of specified destination for delivery at mentioned destination. Part-B (To be filled by the tenderer)

Sl. No.	Name of the items	Unit	Rate Quoted
1	Coconut (ନଡ଼ିଆ)	Per Pc	
2	Banana)ପାଚିଲା କଦଳୀ (	Per Dozen	
3	Raw Banana)କଞ୍ଚା କଦଳୀ (	Per KG	
4	Apple) ସେଓ (		
5	Graphs) ଅଙ୍କୁର (		
6	Orange) କମଳା (		
7	Mango) ଆମ୍ବ (		
8	Pomegranates) ଡାଳିମ୍ବ (		
9	Water melon) ଚରଭୁଜ (		
10	Pine apple) ସପୁରି (		
11	Potato) ଆଳୁ (		
12	Onion) ପିଆଜ (		
13	Ginger) ଅଦା (		
14	Garlic) ରସୁଣ (		
15	Green Chili) କଞ୍ଚା ଲଙ୍କା (		
16	Cauliflower) ଫୁଲକୋବି (		
17	Cabbage) ବନ୍ଧାକୋବି (		
18	Brinjal) ବାଇଗଣ (		
19	Tomato) ପାଚିଲା ଘଂଟା (		
20	Beans) ବୀଜ (		
21	Carrot) ଗାଜର (		
22	Beet (ବିଟ (		
23	Capsicum) ଶିମଳା ଲଙ୍କା (		
24	Eddoes) ସାରୁ (		
25	Cucumber) କାକୁଡ଼ି (		

26	Ladies Finger)ଭେଣ୍ଡି (		
27	Ridge Gourd)ଜହ୍ନି (		
28	Dates)ଖଜୁରୀ (		
29	Lemon)ଲେମ୍ବୁ (		
30	Mushroom)ଛତୁ (		
31	Tamarind)ଚେନ୍ଦୁଳୀ (		
32	Bitter gourd)କଲରା (		
33	Spine gourd )କାଙ୍କଡ (		
34	Papaya)ଅମୃତଭଣ୍ଡା (		
35	Saag)ଶାଗ (		
36	Drumstick)ଛୁଇଁ (		
37	Pointed Gourd)ପୋଟଳ (		
38	Coriander)ଧନିଆ ପତ୍ର (		
39	Bottle Gourd)ଲାଉ (		
40	Radish)ମୂଳା (		
41	Broad Beans)ଶିମ୍ବ (		
42	Green pea)ଗ୍ରୀନ ମଟର (		
43	Broccoli)ଫଳ କୋବି (		
44	Pumpkin)କୁମ୍ଭଡ଼ା (		
45	Paneer )ଛେନା (		
46	Ivy gourd)କୁନପୁରୁ (		
47	Yam)ଖମ୍ବୁ ଆଳୁ (		

Seal and Signature of the Supplier  
Address: -

Annexure-I

EMO FOR THE 2024-25 FOR DIFFERENT ITEMS

Sl. No	Name of the Items	Amount of earnest Money in rupees
1	Grocery Items	1200.00
2	Cosmetic goods	500.00
3	Non-Vegetable Items	500.00
4	Snacks items	500.00
5	Reading & Writing Material	1500.00
6	Dress Material	1200.00
7	Vegetable Items	500.00