

**ODISHA ADARSHA VIDYALAYA BONGOMUNDA, KOKSARA, BLOCK- KOKSARA,  
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 BONGOMUNDA, KOKSARA, KGBV TYPE-IV HOSTEL** of Kalahandi District for the year 2025-26.

Last Date of receipts of tender opening      ON 28.04.2025 TILL 4:00 PM  
Date of Opening of Tender                              ON 29.04.2025 AT 11:00 AM  
Venue of opening    OAV, Bongomunda, Koksara

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.

*Dandit*  
11/04/25  
Principal  
OAV BONGOMUNDA,  
Principal  
KOKSARA, KALAHANDI.  
Odisha Adarsh Vidyalaya  
Bangomunda Koksara, Kalahandi

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*11/04/25*

**ODISHA ADARSHA VIDYALAYA BONGOMUNDA, KOKSARA BLOCK- KOKSARA,  
DIST- KALAHANDI**

**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/whole seller 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 **Registered Post/Speed Post** only from **11.04.2025** to **28.04.2025** till **4.00 P.M.** The Tender should be super scribed as "Tender for the supply of \_\_\_\_\_" and addressed to **Principal, OAV Bongomunda, Koksara At-Bongomunda Po-Gambhariguda, Ps- Koksara, Block- Koksara, Dist-Kalahandi, PIN-766019.** The sealed Tenders will be opened in the office of the Principal, OAV Bongomunda, Block- Koksara on dated **29.04.2025 (TUESDAY)** at **11.00 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 and delivery 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 tender with the lowest overall price will be accepted, as unanimously agreed upon by the committee, with respect to all the articles mentioned in the attached statement without compromising on quality of the goods or services.
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.

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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 in favour of **Principal, OAV Bongomunda, Koksara Payable at Axis Bank, Branch Badpodaguda.** 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, Bongomunda, Koksara 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 for a period of one financial year 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 Bongomunda, Koksara 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 up to One Year. Under no circumstances the undersigned will pay extra over and above the rate approved by the committee. For the branded

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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. Stickers 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 conform to the approved specification and samples.
16. The amount of security deposit shall be retained by the PRINCIPAL, OAV Bongomunda, Koksara 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 may be.
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 Bongomunda, Koksara and Block Development Office Koksara.
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 Bongomunda, Koksara 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 Bongomunda.
24. TDS will be deductible from the bill as applicable.

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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.300/-(non- refundable) purchased or DD in favor of the 'Principal, OAV Bongomunda, Koksara, drawn at any nationalized bank payable at Axis Bank Badapodaguda, Badapodaguda Branch for Rs.300/- (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 invariably 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 Vegetable & 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 witnesses 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 as specified in the SI.No.07
  - Money receipt of cost of the tender paper purchased or DD towards cost of tender paper.

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11/04/25

## 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. 1. 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, Bongomunda, Koksara on the schedule date as mentioned in the notifications in presence of the tenderer or their authorized agents.  
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. (a) Financial bid of only those tenders, who qualify in the technical bid, shall be opened.  
(b) 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 Bongomunda, Koksara Payable at Axis Bank, Branch Badpodaguda. Tenderer should pay Rs 300/ (Three hundred rupees only) towards the cost of the tender form in case of downloading from website.

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**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 Bongomunda, Koksara, Block-Bongomunda, Koksara, 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: - \_\_\_\_\_  
\_\_\_\_\_

*N. Pandit*  
*11/04/25*

**ODISHA ADARSHA VIDYALAYA BONGOMUNDA, KOKSARA BLOCK- KOKSARA,  
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 Bongomunda, Koksara, 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 Bongomunda, Koksara, 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  • Financial year Turn Over 2023-24, 2024-25 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

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11/04/25

**ODISHA ADARSHA VIDYALAYA BONGOMUNDA, KOKSARA BLOCK-  
KOKSARA, 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 Bongomunda, Koksara, 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	Dehusk Badadana/Good quality	Per KG	Rs.
4	Chana Dal	Good quality	PerKG	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 (Mustard Seed)	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/ Bajrang bhoj	Per KG	Rs.
	Idliy Sooji	Shree Ganesg/ Bajrang bhoj		
13	Sugar	Bad Dana Good quality	Per KG	Rs.

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	Chuda	Good quality	Per KG	Rs.
15	Dry Red Chilly	Good quality	PerKG	Rs.
16	Chili Powder	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	Tej patra	Good quality	Per KG	Rs.
23	Pancha Potono	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	Klsmlls	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	Furntune/King Soyabin	Per Ltr	Rs.
35	Soyabodi	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 (per pc)	Rs.
39	Pickle			
	i. Mixed	Nillon/ ruchi	Per Kg	Rs.
	ii. Sweet	Nillon/ ruchi	Per Kg	Rs.

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	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	1 pkt	Rs.
48	Chat Masala	Everest/Ruchi	Per Kg	Rs.
49	Match Box	Camel/ Good quality	dozon	Rs.
50	Chatua	Ruchi	1kg	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	Khiri Rice	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

*Pandit*  
11/04/25

**ODISHA ADARSHA VIDYALAYA BONGOMUNDA, KOKSARA BLOCK-  
KOKSARA, 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 Bongomunda, Koksara, 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 Bongomunda, Koksara, 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  • Financial year Turn Over 2023-24, 2024-25 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

*Pandit*  
11/04/25

**ODISHA ADARSHA VIDVALAYA BONGOMUNDA, KOKSARABLOCK-  
BONGOMUNDA, KOKSARA, 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 Bongomunda, Koksara, 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	Specification	Unit	Max. Rate	Rate Quoted
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( Toilet use)		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.

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21	Dustbin		Per Piece		Rs.
22	Broom (Floor & Roof)				Rs.
23	Mop cleaner		Per Piece		Rs.
24	Wiper		Per Piece		Rs.
25	Pochha		Per Piece		Rs.
26	Face Cream		Per Piece		Rs.
27	Ujala		Per Piece		Rs.
28	Comfort Fabric		Per pkt		Rs.
29	Napthalene balls		Per pkt		Rs.

Seal and Signature of the Supplier  
Address

*Pandit*  
11/04/25

**ODISHA ADARSHA VIDYALAYA BONGOMUNDA, KOKSARA BLOCK-  
KOKSARA, 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 Bongomunda, Koksara, 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 Bongomunda, Koksara, 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 _____

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*11/04/25*

ODISHA ADARSHA VIDYALAYA BONGOMUNDA, KOKSARA BLOCK- KOKSARA,  
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 Bongomunda, Koksara, 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 (BROILER DRESSED)	PER KG	Rs.

Seal and Signature of the Supplier  
Address-

*N. Pandit*  
11/04/25

**ODISHA ADARSHA VIDYALAYA BONGOMUNDA, KOKSARA BLOCK-  
KOKSARA, 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 Bongomunda, Koksara, 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 Bongomunda, Koksara, 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  • Financial year Turn Over 2023-24, 2024-25 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

*A Pandey*  
11/04/25

**ODISHA ADARSHA VIDYALAYA BONGOMUNDA, KOKSARA BLOCK- KOKSARA,  
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 Bongomunda, Koksara, 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	Chenakhaja	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	Rs
9	Curd	Per Kg	Rs
10	Omfed Milk	1 liter	Rs.
	Local Cow milk	1 liter	Rs.

Seal and Signature of the Supplier  
Address: -

*N. Pandey*  
11/04/25

**ODISHA ADARSHA VIDYALAYA BONGOMUNDA, KOKSARA BLOCK-  
KOKSARA, 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 Bongomunda, Koksara, 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 Bongomunda, Koksara, 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 2021-22, 2022-23, 2023-24  • Financial year Turn Over 2023-24, 2024-25 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

*N. Pandit*  
11/04/25

**ODISHA ADARSHA VIDYALAYA BONGOMUNDA, KOKSARA BLOCK- KOKSARA,  
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 Bongomunda, Koksara, 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.	Type or Note	Type of Cover with GSM	Type of Inner page with GSM	Type	Unit	Maximum M Rate.	Rate Quoted
1	1PI 1R (172 Page)	Glossy laminated cover with 75 GSM (at least)	Good quality paper with 56 GSM	Jumbo Size (18X24 cm)	Per Piece	30 00	Rs.
2	FOUR LINE (100Page)	Glossy laminated cover with 75 GSM (at least)	Good quality paper with 56 GSM	Jumbo Size (18X24 cm)	Per Piece	1900	Rs.
3	SINGLE LINE (100Page)	Glossy laminated cover with 75 GSM (at least)	Good quality paper with 56 GSM	Jumbo Size (18X24 cm)	Per Piece	19.00	Rs.
4	SINGLE LINE (172Page)	Glossy laminated cover with 75 GSM (at least)	Good quality paper with 56 GSM	Jumbo Size (18X24 cm)	Per Piece	30 00	Rs.
5	UNRULE (100 PAGE)	Glossy laminated cover with 75 GSM (at least)	Good quality paper with 56 GSM	Jumbo Size (18X24 cm)	Per Piece	19.00	Rs.
6	THREE LINE (100Page)	Glossy laminated cover with 75 GSM (at least)	Good quality paper with 56 GSM	Jumbo Size (18X24 cm)	Per Piece	19.00	Rs.
7	TWO LINE (100 Page)	Glossy laminated cover with 75 GSM (at least)	Good quality paper with 56 GSM	Jumbo Size (18X24 cm)	Per Piece	1900	Rs.
8	UNRULE (172 Page)	Glossy laminated cover with 75 GSM (at least)	Good quality paper with 56 GSM	Jumbo Size (18X24 cm)	Per Piece	30.00	Rs.

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	Drawing Note (36 page)	Glossy laminated cover with 75 GSM (at least)	Good quality paper with 56 GSM	Jumbo Size (18X24 cm)	Per Piece	21.00	Rs.
10	Dally diary with painting name of the KGBV & logo (300 Pages)	Glossy laminated cover with 75 GSM (at least)	Good quality paper with 56 GSM	Jumbo Size (18X24 cm)	Per Piece	75.00	Rs.
11	Graph Khata (32 page)	Glossy laminated cover with 75 GSM (at least)	Good quality paper with 56 GSM	Jumbo Size (21X29.7 cm)	Per Piece	75.00	Rs.
12	Rough Note (172 page)	Glossy laminated cover with 75 GSM (at least)	Good quality paper with 56 GSM	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 (Branded)				Per Piece		Rs.
25	Dictionary (Branded)				Per Piece		Rs.

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11/04/25

26	Sketch Pen				Per Piece	Rs.
27	Tuli				Per Pkt	Rs.
28	Debit Voucher (100 pages) Pink Color Paper				Per Piece	Rs.
29	Credit Voucher (100 pages) White Paper				Per Piece	Rs.
30	Voucher Guard file				Per Piece	Rs.
31	Double Entry Cash Book(No-20)				Per Piece	Rs.
32	Ledger(200 Pages)				Per Piece	Rs.
33	Register-100 page				Per Piece	Rs.
34	Register-172 page				Per Piece	Rs.
35	Register-300 page				Per Piece	Rs.
36	Student Attendance				Per Piece	Rs.
37	Staff Attendance				Per Piece	Rs.
38	Laminated File				Per Piece	Rs.
39	A4 Size Paper				Per Pkt	Rs.
40	Fly Leaf with school Name				Per Piece	Rs.
41	Tag				Per Pkt	Rs.
42	Stapler(small)				Per Piece	Rs.
43	Stapler Pin				Per Pkt	Rs.
44	Correction Pen				Per Piece	Rs.
45	Paper Weight				Per Piece	Rs.
46	Gum(100 ml)				Per Piece	Rs.
47	Big Size Cello Tape				Per Piece	Rs.

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11/04/25

	Stamp Pad				Per Piece		Rs.
49	Alpin				Per Piece		Rs.
50	G K.Book				Per Piece		Rs.
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) (500 ml)				Per Piece		Rs.
59	Stamp Pad Ink (Black) (500ml)				Per Piece		Rs.
60	White Paper ream				Per Piece		Rs.
61	Stock Register (300 page)				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		Rs.
67	Craft Book				Per		Rs.

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				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: -

*Handwritten signature and date: 11/04/21*

**ODISHA ADARSHA VIDYALAYA BONGOMUNDA, KOKSARA BLOCK-  
KOKSARA, DIST- KALAHANDI**

Tender Form for Dress Material

5. Name and Address of the Party/Firm \_\_\_\_\_  
 6. Registration Number of the Firm \_\_\_\_\_ Valid Up to \_\_\_\_\_  
 7. EMO Deposited Rs. \_\_\_\_\_ Vide Bank Draft No. \_\_\_\_\_ Date \_\_\_\_\_  
 8. 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 Bongomunda, Koksara, 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 Bongomunda, Koksara, 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  • Financial year Turn Over 2023-24, 2024-25 Annexed: Yes/No
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

*R. Pandey*  
*11/04/25*

**ODISHA ADARSHA VIDYALAYA BONGOMUNDA, KOKSARA BLOCK-  
KOKSARA, 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 Bongomunda, Koksara, 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	Name of the Items	Unit	Max. Rate	Rate Quoted
1	Night Dress (Cotton Good Quality)	Per pair	350.00	
2	Gamucha (Big Size)	Per Piece	50.00	
3	Sweeter & Scarp	Per Piece	345.00	
4	Sleeper	Per Piece	100.00	
5	Sports Shoe	Per PaYr	500.00	
6	Shocks	Per Pair		
7	Sports Dress with School Name	Per pair		
8	Scout & Guide Dress	Per pair		
9	Inner garments	Per Piece	100.00	
10	Apron For Cook	Per Piece	300.00	
11	Uniform For Watchmen ( one pair)	Per Piece	1000.00	
12	Door Screen	Per Meter		Rs.
13	Table Cloth	Per Meter		Rs.
14	Turkish Towel	Per Piece		Rs.
15	Handkerchief	Per Piece		Rs.
16	TV Cover 21 inch	Per Piece		Rs.
17	Amirah Cover for 6 feet	Per Piece		Rs.
18	Stitching Cotton for Training Purpose	Per Meter		Rs.

*N. Dandot-  
11/04/25*

19	Mosquito Net For Window	Per feet		Rs.
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Seal and Signature of the Supplier  
Address: -

*A Pandit*  
11/04/25

**ODISHA ADARSHA VIDYALAYA BONGOMUNDA, KOKSARA BLOCK-  
KOKSARA, 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-26. 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 Bongomunda, Koksara, 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 Bongomunda, Koksara, 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 _____

*N. Pandit*  
*11/04/25*

**ODISHA ADARSHA VIDYALAYA BONGOMUNDA, KOKSARA BLOCK-  
KOKSARA, 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 Bongomunda, Koksara, 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	RawBanana(କଞ୍ଚା କଦଳୀ )	Per KG	
4	Apple (ସେଓ )		
5	Graphs (ଅଜୁର )		
6	Orange (କମଳା )		
7	Mango (ଆମ୍ବ )		
8	Pomegranates (ଡାଳିମ୍ବ )		
9	Water melon(ତରଭୁଜ )		
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(ଟମାଟୋ)		
20	Beans(ବୀନ୍ସ )		
21	Carrot(ଗାଜର )		
22	Beet (ବିଟ)		
23	Capsicum(ଶିମଳା ଲଙ୍କା )		
24	Eddoes(ସାରୁ )		

*Handwritten Signature*  
11/04/25

25	Cucumber(କାକୁଡ଼ି )		
26	Ladies Finger(ଢେଉଣି )		
27	Ridge Gourd(ଜହ୍ନି )		
28	Dates(ଖଜୁରୀ )		
29	Lemon(ଲେମ୍ବୁ )		
30	Mushroom(ଛତୁ )		
31	Tamarind(ତେନ୍ତୁଳୀ )		
32	Bitter gourd(କଲରା )		
33	Spine gourd (କାକଡ )		
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(କଖାରୁ )		
45	Paneer (ଛେନା )		
46	Ivy gourd (କୁହୁରି)		
47	Yam(ଖମ୍ବୁ ଆଳୁ )		

Seal and Signature of the Supplier  
Address: -

*A Pandit*  
11/04/25

EMD FOR THE 2025 -26 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

*N. Dandit*  
11/04/25