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**OFFICE OF THE PANCHAYAT SAMITI, TH. RAMPUR**

Letter No...../Dev.

Date.03/10/2024

To,

**The NIC, Kalahandi.**

Sub: Regarding notification on Expression of Interest (EOI) for supply o Child Friendly furniture for Anganwadi Centers.

Sir,

In inviting a reference to the subject cited above, I am to say that, wide publication of notification on Expression of Interest (EOI) for supply of child friendly furniture for Anganwadi Centers at Thuamul Rampur Block, Kalahandi, Odisha.

This is for favour of kind information and necessary action.

Encl: As above.

Yours faithfully,

Sd/-

**Block Development Officer,  
Th. Rampur**

Memo No.4113(2)/Dev.

Date.03.10.2025

Copy forwarded to the DIPRO, Kalahandi for necessary action and wide publicity. (PwD news papers)

**Block Development Officer,  
Th. Rampur**

**BID DOCUMENT FOR THE PROCUREMENT OF CHILD FRIENDLY FURNITURE FOR ANGANWADI CENTERS**

**TENDER NO.:** 02 **DATE OF ISSUE:** 03.10.2025 **ISSUED BY:** Block Development Officer, Panchayat Samiti, Th. Rampur, Kalahandi, Mob. No.: 9078973183

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**PART A: NOTICE INVITING TENDER (NIT)**

**1. INTRODUCTION** The Block Development Officer, Panchayat Samiti, Th. Rampur, Kalahandi invites sealed bids from eligible and qualified bidders for the supply and delivery of furniture for various Anganwadi Centers within the Block. The procurement process will be conducted under a two-bid system (Technical Bid and Financial Bid).

**2. KEY DATES & DETAILS**

- **Tender Publishing Date:** 03.10.2025
- **Bid Document Download Start Date:** 03.10.2025
- **Bid Submission Start Date:** 03.10.2025
- **Bid Submission End Date:** 17.10.2025
- **Technical Bid Opening Date:** 18.10.2025, 11:00 am, Office of the BDO Th. Rampur
- **Financial Bid Opening Date:** 18.10.2025, 11:00 am, Office of the BDO Th. Rampur

**3. TENDER FEES & EARNEST MONEY DEPOSIT (EMD)**

- **Tender Processing Fee:** ₹2,000/-, non-refundable. To be submitted in the form of a Demand Draft (DD) in favor of Block Development Officer, Panchayat Samiti, Th. Rampur, Kalahandi, payable at Th. Rampur.
  - **Earnest Money Deposit (EMD):** 1% of the Tender Value. To be submitted in the form of a DD/Bank Guarantee from a Nationalized/Scheduled Bank in favor of Block Development Officer, Panchayat Samiti, Th. Rampur, Kalahandi, payable at Th. Rampur. The EMD of unsuccessful bidders will be refunded within a specified period. Odisha Manufacturing MSMEs / Startups registered with DPIIT may be exempted from EMD as per government policy.
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**PART B: INSTRUCTIONS TO BIDDERS (ITB)**

**1. BID SUBMISSION**

- Bids must be submitted through the Regd/Speed Post only. Any other means of communication will not be accepted.



- The bid shall be submitted in two separate sealed envelopes within one envelop:
  - **Envelope 1: Technical Bid** - Containing all technical documents, EMD, and Tender Fee.
  - **Envelope 2: Financial Bid** - Containing only the Bill of Quantities (BOQ) with quoted rates. (Annexure – II)
- Physical copies of EMD and Tender Fee (if applicable) and other relevant documents must be submitted at the office of the BDO, Panchayat Samiti, Th. Rampur, Kalahandi through Regd./Speed Post only by the specified deadline.

**2. ELIGIBILITY CRITERIA** Bidders must meet the following criteria to be considered for evaluation:

1. Manufacturers should be an ISO-certified organization with certification from a NABL certified agency and considering growing concern for the environment and human resource, the Furniture Manufacturer should also have Environmental Certificate. All these should be submitted with the Tender. The following supporting documents to be enclosed: ISO 9001:2015 (For Quality Management System-QMS), ISO 14001:2015 (for Environment Management System- EMS), ISO 45001:2018 (For Occupational Health and Safety Management System) from NABCB accredited.

2. OEM and Service Setup Bidder should be the Original Equipment Manufacturer (OEM) of the product or their Authorized Dealer. Copy of PAN, GST Registration, and Authorized Dealership certificate (as applicable) should be submitted.

3. An undertaking of OEM is required stating that they would facilitate the bidder on a regular basis with technology /product updates and extended support for the warranty as well in case of an authorized dealer.

4. The bidder/OEM should have his own manufacturing unit of furniture. Document to the effect of ownership & equipment/Machine list/images of manufacturing unit of furniture should be furnished. Manufacturer should have registered set up for maintenance purpose at local, to fulfil the desired requirement. Manufacturing capability to be there from at least last 5 years. The criteria for prior experience of 5 years may be waived up for MSE's, Start-up's. However, MSE's and Start-up's need to own the manufacturing unit as per requirement.

5. Must have Local warehouse capability to store materials in case of any delay in site readiness. Proof of evidence to be provided.

6. The bidder shall have to arrange for their plant/ factories visit of the authorized Technical Committee members on their own cost to evaluate their production/ manufacturing capabilities as a precondition for eligibility.

7. If an authorized dealer is bidding for the parent company, then the authorized representative should be having an office for the last 3 years.

9. OEM to provide In-house testing certificates for all the products mentioned in the tender being supplied to be furnished for evaluation along with the Tender.

10. Spilt offer will not be accepted.

12. Supplier has to supply, install, commission and integrate all above listed items in a proper manner at the user's site.

13. If required, the bidders will be asked to submit the product sample / mock up at the time of technical evaluation. If required, sample of material will be tested from selected Govt. Testing Laboratory at the cost of bidder and if it is found that material is supplied sub-standard from the tender specification, then the bidder will be disqualified for further processing.

14. Items should be strictly as per given specifications & evaluated at the time of Technical evaluation.

15. Odisha Manufacturing MSMEs will be given preference/ eligible for EMD etc. as per Odisha Procurement Preference Policy 2023 as applicable. For claiming as Odisha Manufacturing MSMEs, they have to submit production certificate from DIC/ NSIC Registration/ EPM Registration certificate etc.

16. Should have a minimum average annual turnover of ₹3,00,00,000/- during the last 03 financial years. (Attach certified financial statements).

17. Must have experience of supplying similar items to government departments or public sector undertakings. (Provide copies of at least one or more work orders/completion certificates).

18. Must not be blacklisted or debarred by any government department. A self-declaration to this effect must be submitted.

### **3. DOCUMENTS TO BE SUBMITTED (TECHNICAL BID)**

- Duly filled and signed Tender Document.
- Company/Agency registration certificate.
- Copy of PAN and GSTIN certificate.
- Audited financial statements for the last 3 years.
- Work completion certificates/purchase orders for similar work.
- EMD and Tender Fee payment proof (DD/BG).
- A bid-specific authorization letter from the manufacturer (if the bidder is a distributor/dealer).
- Detailed technical specifications and compliance sheet for each item of furniture.
- Self-declaration regarding non-blacklisting.



**4. TECHNICAL SPECIFICATIONS OF FURNITURE** The furniture must be:

- **Child-Safe:** All items must have rounded edges and corners to prevent injuries.
- **Durable:** Made from high-quality, long-lasting materials suitable for frequent use by children.
- **Non-toxic:** All paints and materials used must be non-toxic and child-friendly.
- **Ergonomically Designed:** The height and size of chairs and tables must be appropriate for children in the age group of 3-6 years.
- **Vibrant & Aesthetic:** Furniture should be colorful and engaging to create a welcoming learning environment.
- **Multi-functional:** Preference will be given to furniture with integrated storage options.

The following items are required (Annexure -I):

- Pie table
- POPPIN' POUF LG
- Cubby 12 FW
- Mobile caddy FW
- Projector Trolley
- Chair

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**PART C: FINANCIAL BID**

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**1. BILL OF QUANTITIES (BOQ)** The Financial Bid must be submitted in the prescribed format only. Bidders must quote a rate per unit for each item (Annexure-I). Total Quoted price of each item as per Annex-I should be taken into account for finalisation of L1 bidder.

**2. RATES**

- The quoted rates must be inclusive of all taxes, duties, transportation, loading/unloading, and installation charges at the Anganwadi Centers.
- The rates shall be firm and final, and no price escalation will be permitted during the contract period.
- Preference will be given to the Bidder who quotes for all the items mentioned in Annexure-I.
- Quantity mentioned in the BOQ are meant for one Anganwadi Center only. Number of Anganwadi Centers will be mentioned at the time of issue of Purchase Order.

**3. OPTION CLAUSE** The Purchaser reserves the right to increase or decrease the quantity to be ordered at the time of placement of contract. The purchaser also reserves the right to increase the ordered quantity up to 25% of the contracted quantity during the currency of the contract at the



contracted rates. The delivery period of quantity shall commence from the last date of original delivery order and in cases where option clause is exercised during the extended delivery period the additional time shall commence from the last date of extended delivery period. The additional delivery time shall be  $(\text{Increased quantity} \div \text{Original quantity}) \times \text{Original delivery period}$  (in days), subject to minimum of 30 days. If the original delivery period is less than 30 days, the additional time equals the original delivery period. The Purchaser may extend this calculated delivery duration up to the original delivery period while exercising the option clause. Bidders must comply with these terms.

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## **PART D: GENERAL TERMS & CONDITIONS**

**1. VALIDITY OF BIDS** The bids shall remain valid for a period of [e.g., 90 days] from the date of technical bid opening.

**2. DELIVERY PERIOD** The successful bidder must complete the supply and installation of all furniture within [e.g., 30 days] from the date of the work order.

**3. INSPECTION & ACCEPTANCE** The procuring authority will conduct a joint inspection upon delivery to verify the quality, quantity, and compliance with the specifications. Any item found to be non-compliant will be rejected.

### **4. PAYMENT TERMS**

- Payment will be released after successful supply, inspection, and acceptance of all items, upon submission of a certified bill.
- A performance security deposit of [e.g., 5-10]% of the total contract value may be required from the successful bidder.

**5. ARBITRATION & JURISDICTION** Any disputes arising from this tender will be resolved through arbitration as per the Arbitration and Conciliation Act, 1996. The jurisdiction for any legal proceedings shall be [City Name].

**6. RIGHT TO ACCEPT/REJECT BIDS** The procuring authority reserves the right to accept or reject any or all bids, to cancel the tender process, or to annul the bidding process at any time without incurring any liability to the affected bidders.

**7. BIDDER'S DECLARATION** I/We, [Name of Bidder], hereby declare that all the information furnished in this bid document is true and correct to the best of my/our knowledge. I/We agree to abide by all the terms and conditions mentioned in this document.

**Authorized Signatory:**

**Name & Designation: Company Seal: Date:**



Financial Bid					
Sr No	Item Description	Specification	Unit Price INR	Total Qty	Total Price
1	Pie table	As per Annexure I		2	
2	POPPIN' POUF LG	As per Annexure I		8	
3	Cubby 12 FW	As per Annexure I		1	
4	Mobile Caddy FW	As per Annexure I		1	
5	Projector Trolley	As per Annexure I		1	
6	Chair	As per Annexure I		12	
<b>Total Quoted Price (A)</b>					
<b>In words Rupees</b> _____					

**Note:** The quoted rates must be inclusive of all taxes, duties, transportation, loading/unloading, and installation charges at the Anganwadi Centers. The bidder must quote for each items and lowest bidder will be selected taking in to account the Total Quoted Price as mentioned at (A).

**Authorized Signatory:**  
**Name & Designation: Company Seal:**  
**Date:**

