

BID DOCUMENT

FOR THE WORK “for establishment of *Cold pressed Sunflower oil extraction unit*”

For the financial year 2025-26

ORMAS**ODISHA RURAL DEVELOPMENT AND MARKETING SOCIETY, KALAHANDI
Panchayati Raj & Drinking Water Department, Govt. of Odisha**Letter No. **196**Date. **08/04/26****TENDER CALL NOTICE**

Sealed Tenders are invited from the intending / reputed / manufactures, suppliers, dealers having valid GST Registration & Income tax, PAN for supplies of Goods along with providing services for establishment of **Cold pressed Sunflower oil extraction unit**. The tender must be submitted with all requisite documents in conformity with terms and conditions provided in the DTCN duly self-attested with all pages failing which Tender is liable for rejection.

	Name of the Work	EMD in (DD)	Cost of Tender Paper (DD)	Time of Completion
1	2	3	4	5
	Establishment of Cold pressed Sunflower oil extraction unit	Rs. 50,000/-	Rs. 2,000/-	Within 1 month of issue of work order

The bid documents consisting of detailed specification, schedule of quantity and a set of terms and conditions and other necessary documents can be downloaded from the District Website i.e., <https://kalahandi.odisha.gov.in>. The tender must be accompanied with demand draft drawn in favour of "ORMAS, Kalahandi" payable at SBI, Bhawanipatna towards cost of Tender Paper as mentioned in Column-4 above.

Bid must be accompanied with required EMD as mentioned at column-3 above in shape of Demand Draft pledged in favour of "ORMAS, Kalahandi" payable at SBI, Bhawanipatna. The bid without EMD shall not be considered for acceptance and is liable for rejection.

The bid documents can be downloaded from the District Website i.e. <https://kalahandi.odisha.gov.in> with effect from **08-04-2026** and will be received up to **21-04-2026** till 04.00 PM through speed post or Registered post to the office of the undersigned. The bids will be opened on **22-04-2026** at 11.00 AM in the conference hall of Zilla Parishad, Kalahandi in the presence of the District Level Tender Committee and the bidders or their authorized representatives.

The bid documents received after scheduled date and time shall not be considered. The Tender inviting Authority will not be responsible for late receipt of tender due to postal delay or any other reasons.

The bids incomplete in any shape shall not be considered for acceptance and liable for rejection.

The Authority reserves the right to accept or reject any or all tenders / bids without assigning any reason thereof.

CDO-Cum-EO

Zilla Parishad, Kalahandi

Memo No **191**Date **08/04/26**

Copy to the notice board of the Collectorate / ZP, Kalahandi / Sub-Collector, Bhawanipatna and Dharamgarh.
Copy to District E- Governance Manager, Kalahandi for uploading the tender paper in the District website for wide publicity.

CDO-Cum-EO

Zilla Parishad, Kalahandi

ORMAS

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

BID SUBMISSION CHECK LIST			
Sl. No.	Description	Submitted (Yes/No)	Page No.
TECHNICAL BID			
1	Covering Letter		
2	PAN Card		
3	MSME Certificate		
4	Trade License		
5	GST / GSTIN Certificate		
6	Latest GST return copy (in case of quarterly return – up to December 2025 and in case of monthly return – up to February 2026)		
7	ISO Certificate		
8	Experience of supply of minimum 1 no. of same type of equipment to at least 1-2 nos of Govt. Organization or any district unit of ORMAS Odisha		
9	Bidder should have own service center in Odisha		
10	Tender paper cost of ₹2,000/- in shape of DD pledged in favour of ‘ ORMAS, Kalahandi ’		
11	EMD of ₹ 50,000/- in shape of DD pledged to ‘ ORMAS, Kalahandi ’		
12	Income Tax Return of last three financial years 2022-23, 2023-24 & 2024-25		
13	Annual Average Turn Over of last three financial years 2022-23, 2023-24 & 2024-25 (Minimum Rs 3 Crores)		
14	Authorised Dealer Certificate		
15	Latest affidavit in non-judicial stamp paper of value Rs. 100.00 after the date of publication of bid that their firm has not been blacklisted by any PSU		
FINANCIAL BID			
1	Price bid.		

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

Establishment of cold pressed sunflower oil extraction & packaging Producer Enterprise at Kiding, Lanjigarh, Kalahandi, Odisha

1. TERMS AND CONDITIONS/ INSTRUCTION TO BIDDERS

1. The tender shall have to be submitted in double cover system (COVER I: TECHNICAL BID & COVER II: PRICE BID) & should be **super scribed the covers separately**.
2. The Technical bid will be opened first as per the prescribed date and time. After the technical evaluation, the price bid will be opened. The Price bid opening details will be updated with prior intimation to the technical bid qualified bidder(s).
3. Manufacturer / Their authorized Dealer / Reputed firms are eligible to participate in this tender. Authorized dealer should attach OEM Authorization certificate to participate in this tender.
4. The mentioned items must be delivered within one (1) month from the issuance of Purchase Order / Contract at the address specified in the order.
5. The bidder shall furnish copies of GST registration, PAN, MSME certificate, Trade License, latest GST return copy (in case of quarterly return – up to December 2025 and in case of monthly return – up to February 2026), along with Turnover Certificate supported by relevant documents, Income Tax Returns (ITR) and audited Balance Sheets for the last three financial years (FY 2022–23, FY 2023–24 & FY 2024–25)
6. Bidder should submit the GST, PAN, MSME and ISO certificate of Manufacturer, if the bidder is Authorized Dealer.
7. Bidder must submit a notarized latest affidavit in non-judicial stamp paper of value Rs. 100.00 after the date of publication of bid that their firm has not been blacklisted by any PSU/ central or state govt. department and not be under liquidation, court receivership or similar proceedings should not be bankrupt.
8. Declaration should be submitted for Products quoted in the bid are not obsolete in the market and has at least 10 years Residual Market Life-Supporting Declaration.
9. Late & delayed quotation offers will not be considered at all.
10. The manufacturer / supplier should have trained technical personnel for post service of supplied equipment.
11. The sealed quotations with all the complete documents required should reach to ORMAS Kalahandi, O/o of CDO-cum-EO, Zilla Parishad Kalahandi by Registered post / speed post on or before 21-04-2026 up to 04.00 PM. The authority is not responsible for any postal delay or loss of postal documents.
12. Bidder should have average financial turnover of at-least three Crores in the last three financial years (FY22-23, FY23-24 and FY24-25) and supporting documents should be furnished along with the technical bid.
13. Bidder should have experience of supply of minimum 1 no. of same type of equipment to at least 1-2 nos of Govt. Organization or any district unit of ORMAS Odisha. All Purchase Order copies should be submitted in the technical bid.
14. Bidder should have own service center in Odisha to extend service support as and when required on priority basis and necessary documents like GST number or trade license belongs to Odisha for

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

access service center for quick service to be submitted for its proof.

15. **Tender Processing Fees:** Bidder should submit DD of any nationalized bank of Rs. 2000.00 in favor of ORMAS Kalahandi and payable at Kalahandi against tender processing fees / tender cost (Non-Refundable) and the original DD along with the bid documents should reach the Zilla Parishad office Kalahandi before the closing date of the bid through speed / reg. post.
 16. **Earnest Money Deposit (EMD):** Bidder should submit EMD of Rs. 50000.00 in shape of DD of any nationalized Bank in favor of ORMAS Kalahandi and payable at Kalahandi, the original EMD along with the bid documents should reach the Zilla parishad office Kalahandi office before the closing date of the bid through speed / reg. post. The EMD will be returned to all bidders within a reasonable time. The EMD deposited by successful bidder will be adjusted in security deposit cost.
 17. **Warranty Terms:** This warranty of product shall remain valid for a minimum 2 years from the date of supply and installation.
 18. The Rates should be quoted separately for each item. The Rate offered by the bidder will be inclusive of all taxes, cost of transportation and installation and commissioning. The GST Rate in % and HSN code of each item quoted by the bidder should be clearly mentioned.
 19. All Price quoted by the bidder shall be valid for a period of one year from the date of acceptance of the lowest bid.
 20. After successful supply, installation and commissioning of the equipment at the designated location, 30% of the total bill amount shall be released to the vendor. The vendor must obtain a certificate from the concerned Producer Enterprise (PE) stating that the installation of the machineries has been completed successfully and are functioning properly.
 21. The balance payment shall be released only after submission of the said certificate and verification by the competent authority, subject to confirmation of satisfactory performance and proper functioning of the equipment as per the terms and conditions of the contract.
 22. The quotationer should have registered office as well as service point within the Odisha state for getting quick service support if and when needed and the address details should be mentioned in GST certificate and the GST no. belongs to Odisha state only.
 23. Any non-fulfilment of the above terms & condition will make the bid invalid subject to approval of Purchaser.
 24. Any legal dispute arising out of this is subject to Kalahandi Jurisdiction only.
 25. The Purchaser reserves the right to accept or reject any or all tenders either in part or in full without assigning any reasons thereof.
- a) The tender documents will be received through registered post / speed post before 21-04-2026 up to 04.00 PM. The bids received after the due date & time shall not be entertained. The closed envelope containing the bid must be super scribed "TENDER FOR Cold pressed Sunflower oil extraction unit at kiding under lanjigarh block, Kalahandi FY 2025-26.
- b) The bidder or the representative of the bidder shall attend the opening event of the tender with all original documents /papers for verification. The tender will be opened at Conference Hall, Zilla Parishad, Kalahandi on dated 22-04-2026 at 11.00 AM.
- i. The bidders shall submit self-attested photocopies of the required documents duly filled in.
 - ii. Tender paper will be downloaded from the district website i.e. <https://kalahandi.odisha.gov.in> and can be submitted paper cost of Rs.2,000/- (Rupees Two Thousand) in shape of DD/ EMD of Rs. 50,000 /- (Rupees Fifty Thousand) only in shape of Bank Demand Draft in favour of ORMAS, Kalahandi. The cost of bid documents is non-refundable.
 - iii. The bidder is required to visit the Dist. Website frequently for any corrigendum.

ACCEPTED THE ABOVE TERMS AND CONDITIONS FROM PRE PAGES.

ORMAS

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

Specification of items

SL NO	NAME OF THE ITEM	SPECIFICATIONS	QTY REQUIRED
1	Seed De-stoner cum Cleaner with aspirator system & shaker	<ul style="list-style-type: none">• Usage/Application Industrial• Automation Grade Semi-Automatic• RUBBER ROLLER SIZE 4 INCH• USES-PADDY AND MILLET• POWER REQUIRED 3 HP THREE PHASE• HUSKER CAPACITY 100 KG/HR• POLISHER CAPACITY - 100-120 Kg/Hr	1 No.
2	Oil expeller	<ul style="list-style-type: none">• Motor-5 Hp• Power: - Single Phase/Three Phase• 25-30 kg at one time seeds hopper capacity• Material of hopper & oil plate - Stainless Steel• Gear Box Par Batch Timing - 40-50 Min Per day extraction• Capacity 8 hours /300 ltr	2 no.
3	Bottle filling machine & Bottle Capping Machine	<ul style="list-style-type: none">• Material :- SS• Capacity:- 20 to 45 bottle per house• Semi Automatic• Power:- 500 Watt	1 no.

ORMAS

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

a. Financial Bid for the project

SL NO	NAME OF THE ITEM	SPECIFICATIONS	QTY REQUIRE D	PRICE PER UNIT	TOTAL PRICE
1	Seed De-stoner cum Cleaner with aspirator system & shaker	<ul style="list-style-type: none">• Usage/Application Industrial• Automation Grade Semi-Automatic• RUBBER ROLLER SIZE 4 INCH• USES-PADDY AND MILLET• POWER REQUIRED 3 HP THREE PHASE• HUSKER CAPACITY 100 KG/HR• POLISHER CAPACITY 100-120 Kg/Hr	1 No.		
2	Oil expeller	<ul style="list-style-type: none">• Motor-5 Hp• Power: - Single Phase/Three Phase• 25-30 kg at one time seeds hopper capacity• Material of hopper & oil plate - Stainless Steel• Gear Box Par Batch Timing - 40-50 Min Per day extraction• Capacity 8 hours /300 ltr	2 no.		
3	Bottle filling machine & Bottle Capping Machine	<ul style="list-style-type: none">• Material :- SS• Capacity:- 20 to 45 bottle per house• Semi Automatic• Power:- 500 Watt	1 no.		

**N.B: The Grand total quoted price will be considered irrespective of individual prices of items/services.
The grand total price should be quoted including GST, Transpiration and any other taxes in
Rs _____ (In Word _____)**

ORMAS

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

SAMPLE COPY OF COVERING LETTER (In Bidders Letter Head)

To

The CDO-cum-EO
Zilla Parishad, Kalahandi

Sub: Submission of Bids for *Cold pressed Sunflower oil extraction unit* for the financial year 2025-26

Sir,

In connection with the subject cited above I am submitting herewith my offer for the above said work in conformity with the detail tender call notice for favour of your kind consideration and acceptance with the following self-attested documents.

Enclosure:

All the documents submitted mention in the checklist.

Yours Sincerely,

(Signature of Bidder with Seal)