

# INTEGRATED TRIBAL DEVELOPMENT AGENCY, SUNDARGARH

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No 1534 / ITDA, Dated. 9-8-2018

## EXPRESSION OF INTREST

Expression of intrest is invited from among the interested firms, entrepreneuring in individuals, to persue and provide Artisan data base & Identity Card for the Tribal Artisan of Sundargarh District.

The firm should take the entire responsibility for preparing the Artisan Data base & issue of Artisans Cards with due approval of the concerned Department of Industries, Govt. of India. The rate of the expenditure per card should be quoted inclusive of all expenses like GST, transportation, monitoring supervision etc. No extra payment will be made beyond quoted price. The intending firms should apply in prescribed proforma available in the District website [www.sundargarh.nic.in](http://www.sundargarh.nic.in).

The expression of intrest complete in all respect should reach to the Project Administrator, ITDA, Sundargarh within 7 days from the date of publication of advertisement.

## ELIGIBILITY CRITERIA:

1. The firms must have been registered under GST Act.
2. The firm must possess experience in similar type of work in Govt. sector.
3. The firm must have its office inside the state of Odisha.
4. The firm should furnish a certificate that it has not been blacklisted anywhere.
5. The firm must have PAN & should submit the latest IT clearance.
6. The firm should submit their credibility and experience certificate.

## SCOPE OF WORK:

The firm will prepare the data base with the information provided by the SDC members, WEOs, IPOs of Sundargarh district and will take the responsibility of issuing I- Card to the Artisans who have not availed the Artisan I- Card earlier.

**TERMS & CONDITIONS:**

1. The Tender document must be accompanied with EMD of Rs 5000/- in shape of DD drawn in favour of Project Administrator, ITDA, Sundargarh payable at Sundargarh.
2. The tender envelope containing the tender documents must be super scribed" EOI for providing Artisan ID Cards.
3. The EOI completing in all respect must reach the Project Administrator, ITDA, Sundargarh by 14.08.2018 at 5.00 P.M Through Speed Post/Registered Post which shall be opened on 16.08.2018 in presence of the bidders / their authorized representatives.
4. The Authority (Collector-cum-Ex Officio Chief Executive officer, SDC, Sundargarh) reserves the right to cancel the tender/contract of successful bidder at any point of time without assigning any reason thereof.

Handwritten signature and date: 8/8/18

Collector-cum-Ex Officio Chief Executive officer,  
SDC, Sundargarh

## PROFORMA FOR EXPRESSION OF INTEREST

1. Name of the Firm/ Intrepeneur  
(In Capital Letters)
  
2. Detail Adress of communication with  
FAX/Telephone with STD Code/Mobile No.  
TAN NO.
  
3. Adress:       At-  
                      Po-  
                      District-  
                      Pin-  
                      Phone No.-  
                      FAX No.-  
                      Mobile No.-

I do hereby render Expression of Intrest to execute the under mentioned description of work in accordance with the condition noted in the EOI as specified in the following schedule.

Sl no.	No. of the item	Specification	Rate	Total cost

I shall abide by all the terms and conditions as mentioned EOI papers.

Date:

Signature of Firm with Seal Rendering EOI