



# ପାଉଡ଼ି ଭୂୟାଁ ଉନ୍ନୟନ ସଂସ୍ଥା, ଖୁଣ୍ଟାଗାଁ, ସୁନ୍ଦରଗଡ଼

**PAUDI BHUYAN DEVELOPMENT AGENCY KHUNTAGAON**

Email:-pbdakhuntagaon@gmail.com

No: 135 /PBDA(K)

Date: 15/02/2019

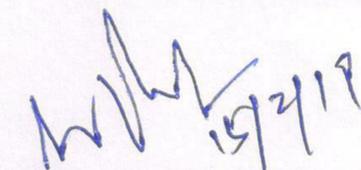
## QUOTATION CALL NOTICE

Sealed quotations are invited from the registered firms / manufactures / suppliers / dealers for supply of following items to ST Boys Educational Complex & ST Girls Educational Complex, PBDA, Khuntagaon, District-Sundargarh for the Academic session 2018-19. The last date for submission of tender is on or before dt.25.02.2019 by 4 p.m. through Regd. Post / Speed Post only. The tender will be opened in the presence of tenderers / suppliers or authorized agents and Purchase Committee. The tenderers / suppliers should submit GSTIN Certificate, valid PAN number & other certificate during the time of tender opening. Tender papers will not be received for consideration after the date. The undersigned reserves the right to accept, reject, cancel or modify the tender wholly or partly without assigning any reasons thereof.

Earnest money (refundable) as mentioned against each unit will have to be submitted in shape of D.D. drawn in favour of **Special Officer, P.B.D.A., Khuntagaon** payable at **State Bank of India, Ulsurei Branch** along with tender paper.

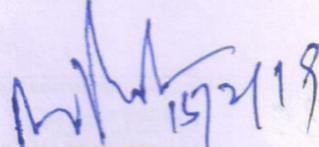
Sl. No	Unit / Items	Earnest Money	Date of Opening of Tender
1	Uniform Items-A	Rs.15000.00	<b>Dt.26.02.2019</b> <b>(at 11.00AM)</b>

Tender forms along with details can be obtained from the office of the undersigned on payment of **Rs.100.00** only in cash (Non-Refundable) from **dt.16.02.2019 to dt.25.02.2019** in between 10.00 A.M to 4.00 P.M on all working days. It can also be downloaded from the Sundargarh District Web Site [www.sundargarh.nic.in](http://www.sundargarh.nic.in) and submit to the undersigned with the cost of Tender Paper in shape of DD in favour of **Special Officer, P.B.D.A., Khuntagaon** payable at **State Bank of India, Ulsurei Branch**. Further details including terms and conditions can be obtained by downloading from the website of Sundargarh District [www.sundargarh.nic.in](http://www.sundargarh.nic.in). For any kind of queries please contact **Mob No.8763476949 (Accountant)**.

  
Special Officer  
PBDA, Khuntagaon  
15.2.19 P.T.O

Memo No. 136 / PBDA(K) / Dt. 15/2 /2019

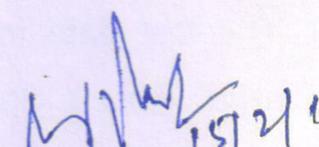
Copy to forwarded to DI & PRO, Sundargarh for favour of information with request to display the above notice in their Notice boards for wide publication.

  
Special Officer

P.B.D.A.,Khuntagaon  
15.2.19

Memo No. 137 / PBDA(K) / Dt. 15/2 /2019

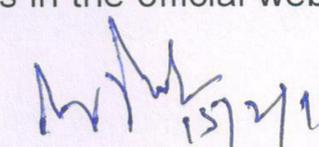
Copy along with the sample copy of the above advertisement forwarded to the Advertising Manager "The SAMAJ" Rourkels and "The SAMBAD" Rourkela for publication in one Edition in One day in size of 8 cm x 15 cm column and submit bill in the Govt. approved rates of payment.

  
Special Officer

P.B.D.A.,Khuntagaon  
15.2.19

Memo No. 138 / PBDA(K) / Dt. 15/2 /2019

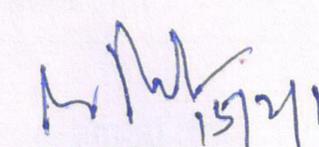
Copy submitted to the DIO, NIC, Sundargarh for information and necessary action. He is requested to upload the details including terms and conditions in the official website of Sundargarh district for wide publication.

  
Special Officer

P.B.D.A.,Khuntagaon  
15.2.19

Memo No. 139 / PBDA(K) / Dt. 15/2 /2019

Copy submitted to BDO, Lahunipara / P.A., ITDA, Bonai, with a request to exhibit this Tender Call Notice on their notice boards for wide publication.

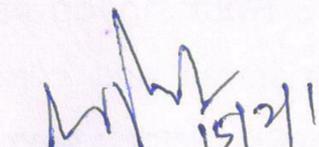
  
Special Officer

P.B.D.A.,Khuntagaon  
15.2.19

Memo No. 140 / PBDA(K) / Dt. 15/2 /2019

Copy submitted to the Sub-Collector, Bonai / Collector, Sundargarh for favour of kind information.

Copy submitted to the Assistant Secretary, OMTES, Bhubaneswar for favour of kind information.

  
Special Officer

P.B.D.A.,Khuntagaon  
15.2.19

Annexure-1  
**INSTRUCTIONS FOR TENDERER**

**PART-I**

Date:-

TENDER FORM COST

100/-

TENDER FORM NO-

/2018-19

**TENDER FORM FOR THE SUPPLY OF**

---

1. ST Boys Educational Complex & ST Girls Educational Complex is a fully Residential Co-educational School run by Odisha Model Tribal Education Society supported by Govt. of Odisha.
2. ST Boys Educational Complex & ST Girls Educational Complex intends to buy material for the use of the students.
3. The detailed specifications of materials proposed to be purchased are in annexure. The tenderer should quote for all the items mentioned in the annexure neatly and correctly.
4. The tender should be submitted along with Earnest Money Deposit (EMD) of Rs.15,000/- (Rupees Fifteen thousand only) in the form of Demand Draft in favour of Special Officer, PBDA, Khuntagaon Payable at State Bank of India, Ulsurei Branch failing which the tender will be summarily rejected.
5. If the tender is not accepted by the Special Officer, PBDA, Khuntagaon, the EMD will be refunded without any interest at the earliest.
6. The tenderer should enter into an agreement in the Stamp Paper of Rs.100/- indicating their adherences to all the terms and conditions of tender as mentioned in the tender form before issuing of purchase order.
7. Tenderer should deposit.
  - I. Original Money Receipt or Demand Draft towards purchase of Tender paper cost of Rs.100.00 (Rupees One Hundred Only)
  - II. Earnest Money Deposit (EMD) in shape of Demand Draft.
  - III. Tender paper in original with signature of each page. (Including Annexure 1 & 2 with Tender Form).
  - IV. GSTIN (Goods & Services Tax identification Number) / UIN with GST registration certificate of concerned firm.
  - V. GST & other Tax Clearance / Deposit Receipt up to 31.12.2018 from the competent authority.
  - VI. Registration certificate of business firm issued by competent authority.
  - VII. Photocopy of PAN card, Aadhar Card & acknowledgement of IT return of last 3 years.
  - VIII. In case Dealer, Dealer certificate to be attached.
8. Tender form duly filled in along with above mentioned documents in the prescribed format attached herewith should be submitted in a sealed envelope by **Regd.post / speed post only** latest by 25.02.2019 by 4 P.M. This office will not be responsible for delayed tender.
9. Tender of those firms who have purchased the tender documents from Special Officer, PBDA, Khuntagaon in their own name, on payment of the specified charges will only be accepted.

10. The sealed tenders complete in all respects must reach "*The Special Officer, PBDA, Khuntagaon, At/Po-Khuntagaon, Dist-Sundargarh, Pin-770044 (Odisha)*" on or before 4 PM of dt.25.02.2019.
11. The tenders will be opened in presence of tenders / their authorized representatives on 26.02.2019 at 11.00 AM in the office of P.A.,ITDA, Bonai.
12. Rates of the successful bidder will be valid up to 31.03.2020 from the date of acceptance of his tender.
13. Terms and conditions other than those mentioned herein after will not be accepted.
14. No rate will be accepted over and above the MRP, hence it may be ensured that rates quoted by firms are below MRP.
15. Various schemes of discount and free items offered by the manufacturer / distributor have to be extended to the office.
16. It is compulsory to court rates of all the items given in the tender form, if not courted Committee will decide whether he/she will be eligible to take part in tender opening or not.
17. The net rate should be written including all taxes & transportation charges of the goods should be clearly mentioned on the tender form.
18. The net rate should be written by adding CGST, SGST & Fright / Transportation charges as per prescribed format in the tender format.
19. The Rate of goods should be written only in tender form purchased from Office, Rates written in letter pad / plane paper will not be accepted in any circumstances. Incomplete & excess point written forms are rejected.
20. The name of items, applied for –should be written clearly in **BOLD CAPITAL** letters being underline on the top of the envelop. (**Like – ITEMS APPLIED FOR.....**)
21. Party should submit Tax invoice in the GST Format only
22. Any dispute on this process would subject to the court jurisdiction of the concerned office.

\*\*\*\*\*

**TERMS AND CONDITIONS OF THE CONTRACT**

1. The tender format must accompany samples of items free of charges for verification, failing which Purchase Committee may reject the tender.
2. The successful bidders are required to supply the items mentioned in supply orders within the stipulated period short and late supply will not be accepted.
3. The Chairman of the committee reserves the right to reject any items if found unsuitable and or not confirming with the approved specifications. The rejected items, if any shall have to be taken back and replaced at the cost of the suppliers. No payments will be made for the rejected items.
4. The amount of security deposit may be retained by the office for a period of six month and the same shall be refunded on satisfactory supply of items from the date of completion of supplies. No interest will be paid on the security deposit retained by the office.
5. The successful tenderer should deposit an amount equal to ten percentage (10%) of the contract value immediately after signing an agreement for supply on stamp paper of Rs.100/-. This should be in the form of demand draft of a Nationalized Bank in favour of "Special officer, PBDA, Khuntagaon". The exact amount of security deposit as per the annual demand of the office will be intimated to the tenderer by concerned office.
6. The proceeds of the security deposits shall be payable to the purchaser as complete its obligation under the contract, if required.
7. There should not be any overwriting or correction in the tender. If figure is to be amended it should be neatly scored out, the revised figure written above.  
And the same attested with full signature and date. In the absence of attested signature the tender is liable to be rejected.
8. The successful tenderer supplied items with Purchase Order with Bill / Delivery Challan while supplied items at School Points.
9. If necessary a Committee constituted by the undersigned may visit the shop / firm of the tenderer / may rejected.
10. Only quoting lowest rate will not bind the undersigned to accept the tender, quality will also be given due weightage while finalizing the tender.
11. In case the goods as per the supply order are not supplied within the stipulated period the items should be purchased from open market and the difference amount if any will be recovered from the contractor and the Security Deposit will be forfeited.
12. The quantity of articles indicated in the annexure may be increased or decreased at the discretion of the purchaser without assigning any reasons.

All the above conditions are accepted by me/us.

Signature of the tenderer  
With Seal of the firm.

Date: \_\_\_\_\_

Station: \_\_\_\_\_

Name: \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Signature of witness

1 \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**P.S:-MEMORANDUM OF AGREEMENT IS TO BE SIGNED BY THE SUCCESSFUL BIDDER AND THE SPECIAL OFFICER OF CONCERNED OFFICE FOR ACCEPTANCE OF ABOVE TERMS & CONDITIONS BY THE SUPPLIERS.**

\*\*\*\*\*

\*\*\*\*\*

# PAUDI BHUYAN DEVELOPMENT AGENCY KHUNTAGAON

(Under ST / SC Dev.Dept., Govt. of Odisha)

## Tender for supply of Uniform (A) for the Session 2018-19

Name of the party: \_\_\_\_\_

Full Address: \_\_\_\_\_

Registration No. of the Firm: \_\_\_\_\_

EMD Rs. \_\_\_\_\_ Bank D.D.No. \_\_\_\_\_ dt. \_\_\_\_\_

Money Receipt No./DD No. \_\_\_\_\_ and date of tender paper purchased/ DD date \_\_\_\_\_

GSTIN No.: \_\_\_\_\_ PAN No. \_\_\_\_\_

Phone No. \_\_\_\_\_ Mobile No. \_\_\_\_\_

The suppliers should go through specifications carefully before quoting the rates. The suppliers are responsible to prove the quality, freshness with authenticated documents, failing which the rate quoted will not be accepted. It may be noted that for standard quality only single rate against the items should be quoted. In case more than one rate quoted for single item in the name of quality, the same will not be considered.

UNIFORM (A) ITEMS							
Sl.No	Name of the Items	Class	Boys / Girls	Unit	Quality	Our Price	Bid Rate (In Rs.)
1	HALF PANT (GREEN) HALF SHIRT (WHITE)	V to VIII	Boys	Per pair	Best Quality	Rs.200.00	
2	SHIRT (WHITE) TUNIC (GREEN)	I to V	Girls	Per pair	Best Quality	Rs.200.00	
3	SHIRT (WHITE) SALWAR (GREEN)	VI to X	Girls	Per pair	Best Quality	Rs.200.00	
4	SHOES (BLACK)	V to VIII I to X	Boys Girls	Per pair	Best Quality	Rs.200.00	
5	SWEATER (RED)	V to VIII I to X	Boys Girls	Per pair	Best Quality	Rs.200.00	
6	SLIPPER (ANY COLOUR)	V to VIII I to X	Boys Girls	Per pair	Best Quality	Rs.80.00	
7	SCHOOL BAG (BLACK & RED)	V to VIII I to X	Boys Girls	Per pair	Best Quality	Rs.120.00	

1. The rate should be wholesale and not be exceeding for the market rate published in the news paper / civil supply department and rate should not be more than form MRP (snickering and erasing of MRP will not be accepted).
2. Sample should be submitted for all items along with tender failing which the committee may consider the rate of the other parties who have submitted the sample.
3. The approved sample will kept in the office for verification.
4. Any free gift / scheme provided by the company should be supplied along with the articles on free of cost.
5. Do not quote more than one rate for a single item.

Place

Date:

Signature  
Name of the person  
Party Seal