

**COLLECTORATE : SUNDARGARH  
( ST & SC Dev. Section)**

No. 2449 / SSD / Dated. 12.07.19 /

**TENDER CALL NOTICE**

Sealed tenders in plain paper are invited from the reputed registered firms / suppliers for supply of School Uniform for the students studying in Class -IX & XII of ST & SC Dev. Deptt. Schools/Hostels under District Welfare Officer, Sundargarh of Sundargarh District.

**TENDER DOCUMENTS**

**IMPORTANT INFORMATION TO THE BIDDERS.**

a.	Availability of tender	<a href="http://www.sundargarh.nic.in">www.sundargarh.nic.in</a> .
b.	Last date & time for submission of the tender documents by speed post/Regd. Post	22.07.2019, 01.00PM
c.	Earnest money deposit	Rs. 50000.00
d.	i. Opening of Technical Bid ii- Financial Bids of eligible Tenders iii-Venue	i.-04.00 PM of 23.07.2019 with samples. ii- After acceptance of samples provided by the bidders, financial bids of successful bidders will be opened. iii- In the office Chamber of Collector, Sundargarh
e.	Supply of all intended materials	The materials are to be supplied within Two months from the date of placement of order failing which order will be automatically cancelled & EMD will be forfeited.

**GENERALINSTRUCTION FOR BIDDERS**

**1. Procedure:**

- (a) The Bid has been invited under two bid system i.e. **Technical Bid and Financial Bid**. The interested bidders are advised to submit two separate sealed envelopes subscribe "Technical Bid"& "Financial Bid".
- (b) Technical Bid and Financial Bid: - The bidders has to fill up the technical bid Form (Format-A) & submit it with a separate envelope with all self attested documents. Similarly, the bid form has to be filled up as per prescribed form (Format-B) and to be submitted in separate envelope.
- (c) The tender should be addressed to District Welfare Office, Sundargarh AT/Po- Sundargarh, Pin-770001. **Tender for supply of School Uniform**".

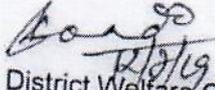
- (d) The tenderers / Firms have to submit EMD of Rs. 50,000/- (Rupees Fifty thousand) only in form of Demand draft payable to DWO, Sundargarh in Technical bid.
- (e) The interested bidder is to enclose self attested photocopy of the following valid documents in the Technical bid envelope.
- Copy of PAN card.
  - GST Registration Certificate.
  - VAT/GST paid in last 3 year (Evidence to be attached)
  - Last three year audit report (Financial year 2015-16, 2016-17 and 2017-18).
  - The bidder have to submit audited statement of account ( Audit Report, 3CB, Balance sheet, Profit Loss Account etc)
  - IT returns of last 03 year 2016-17, 2017-18 & 2018-19 (Assessment year)
  - The bidder should have an average annual turnover of minimum Rs.50 lakhs or above in last three financial years i.e. 2015-16, 2016-17 and 2017-18, accordingly, the bidder has to submit annual turnover certificate duly certified by chartered Accountant for the financial year 2015-16, 2016-17 and 2017-18.
  - Experience of Govt. supply of particular items. (Agency must have supplied similar items to at least 02 Govt. organization/institution.
  - Bank account number ( Bank statement Xerox)
  - Affidavit as per format C.
- (f) The bidders who meet the qualitative requirements specified in the Technical Bid will only be considered for participating in the Financial Bid. The technically disqualified bidders will not be entertained in the financial bid.
- (g) Non-refundable paper cost of Rs.2500/- + 18% GST in shape of Demand draft payable to the District Welfare Officer, Sundargarh should be attached in the Technical Bid. With our Demand draft of Rs.2500.00 + GST 18 percent, the tender paper shall not be accepted and liable to be rejected.
- (h) The committee reserves the right to reject or cancel the tender/ quotations or supply orders without assigning any reason thereof.
- (i) The committee shall not be responsible for any postal delay or missing of tender papers. The incomplete tender papers without EMD received after the scheduled date and time shall not be accepted and liable to be rejected.
- (j) The bidders required to furnish the quotation price of the articles of the particular category of the items. The committee has also reserved the right to consider or select the article basing upon the qualitative product.
- (k) The rate inclusive of all taxes and transportation to the school points.

- (l) The Tenderer should quote rate for all items given in the tender schedule in order.
- (m) The Tenderer should submit one sample and one quoted rate.
- (n) The party quoted the rate on the sum total with quality of articles of a particular category of items will be given preference for selection of tender.
- (o) The selected bidder has to collect the measurement of the Uniform of individual boarder students of the SSD High Schools & Higher Secondary School of Class IX to XII and after making the uniform accordingly will supply to the school points.
- (p) All document should be duly signed by the authorized person of the bidder in each page as a token of acceptance of all terms and conditions of the Bid.

a) **Submission and opening of Tender.**

- Samples are mandatory, without samples tender will not be accepted.
- The interested bidders may submit the tender document completely in all respect along with EMD and other requisite documents on or before **22.07.2019** up to **1.00 PM** address to **The District Welfare Office, Sundargarh, AT/PO- Sundargarh, Pin-770001 by Registered Post/Speed Post only.** The DWO, Sundargarh shall not be held responsible for any postal delay.
- The authority has every right to extend the dateline for submission of tender.
- The bid receive by the authority after the prescribed time and dateline for submission of bids will not be opened and considered. Thus the same is deemed to be rejected.
- The technical bids shall be opened on the scheduled date and time at **04.00PM** on **23.07.2019** in the office chamber of the Collector Sundargarh in presence of bidders and authorized representatives of the bidders.

By Order of the Collector, Sundargarh

  
District Welfare Officer  
Sundargarh

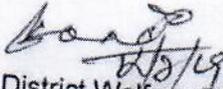
Memo No. 2450 / SSD / Date. 12.7.19 /

Copy forwarded to the Addl. District Magistrate, Sundargarh/ PA,ITDA, Sundargarh/ Panposh/Bonai for favour of information and necessary action.

Copy forwarded to the Sub-Collector, Sundargarh / Bonai / All Tehsildars for favour of information and necessary action with a request to affix above tender papers in the Notice Board of their offices for wide publicity.

Copy to GM DIC, Sundargarh / Rourkela/ DIO, NIC, Sundargarh for information. The DIO, NIC, Sundargarh is requested to upload the advertisement in District Website for wide publicity.

Copy to Notice Board.

  
District Welfare Officer  
Sundargarh

**APPLICATION- TECHNICAL BID**

**FORMAT-A**

1	Name of the bidders	
2	Details of earnest money deposit	DD No. _____ date. _____ of Rs. _____ drawn on bank _____
3	Name of Proprietor	
4	Full address of Registered Office	
5	Full address of Operating /branch office	
6	Name & Telephone of authorized officer	
7	Registration certificate any such equivalent certificate in support of formation / recognition of the bidder organization obtained from the Govt. authority	Yes/No
8	GST Registration Certificate	Yes/No
9	PAN Card	Yes/No
10	IT returns of last 03 year (2016-17 & 2017-18 and 2018-19) Assessment year	Yes/No
11	Three year audit report (Financial year 2015-16, 2016-17 and 2017-18)	Yes/No
12	Experience of Govt. supply of particular items. (Agency must have supplied similar items to at least 02 Govt. organization/institution	Yes/No
13	Bank Account No.	Yes/No
14	Affidavit as per format C	Yes/No
15	Non-refundable paper cost of Rs. 2500/- + GST 18 percent	Yes/No

Place:  
Date:

Bidders official signature  
Name & designation with Rubber  
stamp/Official seal of the firm.

**APPLICATION-FINANCIAL BID**

**Quotation for supply of School Uniform of class-IX to XII**

1. Name of the bidders \_\_\_\_\_

SL No.	Name of the articles	Specification	Class	Rate quoted inclusive all taxes & transportation charges to the School Points.
1	<b>Uniform for Girls</b>			
	White Salwar & Blue Kameez, two nos (Within Rs. 600/-@300/- per piece)	High Neck, Three quarter hand with piping Girls kurti hand ending bud white piping	IX-XII	
	White Dupatta, two piece (Within Rs. 100/-)	2.25 meter	IX-XII	
	Black Shoe (One Pair) (Within Rs. 230/-)	Good quality	IX-XII	
	Socks One Pair (Within Rs. 30/-)	White colour	IX-XII	
	Belt & Badge (1+1) (Within Rs. 40/-)	Good quality	IX-XII	
	<b>Uniform for Boys</b>			
	Blue full pant, 2nos (Within Rs. 200/- @400/-per piece)	Navy Blue Full Paint without elastic, Lupy minimum 1 ½ inch, Backside Pocket, Stitching with interlock,	IX-XII	
	Half sleeve white shirt, 2nos (Within Rs. 280/- @140/-per piece)	Stitching with interlock, Double cloth in shoulder side,	IX-XII	
	Black Shoe (one pair) (Within Rs. 250/-)	Good quality	IX-XII	
	Socks (one pair) (Within Rs. 30/- per pair)	White Colour	IX-XII	
	Belt & Badge (1+1) (Within Rs. 40/-)	Good quality	IX-XII	
		<b>Grand Total</b>		

Note: - Bid documents and Samples of all the items quoted by the bidders/firm should be submitted before opening of the tender.

Place:  
Date:

Bidders official signature  
Name & designation with Rubber  
stamp/Official seal of the firm.

Declaration

1. I, \_\_\_\_\_ Son/Daughter/ Wife  
of Sri \_\_\_\_\_ proprietor/  
Authorized signatory of the bidders, mentioned above, are competent to sign this  
declaration and execute this tender document.
2. I have carefully read and understood all the items and conditions of the tender and  
undertake to abide by them.
3. The information / documents furnished along with the above application are true and  
authentic to the best of my knowledge and belief. I/we am /are well aware of the fact that  
furnishing of any false information/ fabricated document would lead to rejection of my  
tender at any stage besides liabilities towards procession under appropriate law.
4. I also certify that our firm has not been black listed by Central/State Government/ Board/  
Corporation/ autonomous body under administrative control of Central or State Govt. etc.
5. This is also certified that neither myself nor organization will indulge in any corrupt  
practices so far as this bidding is concerned.

Place:  
Date:

Bidders official signature  
Name & designation with Rubber  
stamp/Official seal of the firm.