

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

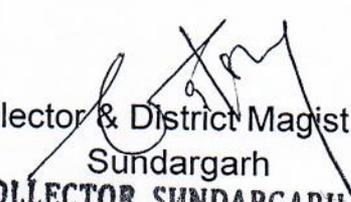
No. 2763 / SSD / Dated. 09-08-19 /

TENDER CALL NOTICE

Sealed tenders are invited from the reputed registered firms/suppliers by the District Welfare Officer, Sundargarh for supply of Mattress for the students of ST & SC Dev. Dept. and School & Mass Education Dept. Hostels of DMF Blocks of Sundargarh District. Non-refundable tender form/documents/papers cost of Rs. 5000/- in shape of Demand draft in the name of District Welfare Officer, Sundargarh payable at Sundargarh. Details of the tender documents/specification may be downloaded from the District Website i.e. www.sundargarh.nic.in.

IMPORTANT INFORMATION TO THE BIDDERS

- Tender Form sale date - 13.08.2019
- Last date & time for Submission of tender documents by speed post/ regd. post only - 20.08.2019, 05.00 PM
- Opening of Technical Bid - 21.08.2019, 03.00 PM
- Opening of Financial Bid of eligible Bidders/Tenderers - After acceptance of samples provided by the technically successful bidders, financial bids of successful bidders only will be opened.
- Venue - In the office chamber of Collector, Sundargarh


Collector & District Magistrate
Sundargarh
COLLECTOR, SUNDARGARH

TENDER DOCUMENTS & GENERAL INSTRUCTIONS FOR BIDDERS

1. Tender will be received only through registered post/speed post. The authority shall not be responsible for any postal delay or missing of tender form/documents/papers. The incomplete tender documents without EMD received after the scheduled date and time shall not be accepted and liable to be rejected.

2. 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 Financial 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 and shall mention "**Tender for supply of Mattress**" in the envelope.

(d) The tenderers/firms have to submit EMD of Rs. 1,00,000/- (Rupees one Lakh only) in form of Demand draft in the name of District Welfare Officer, Sundargarh payable at Sundargarh in the Technical bid envelope.

(e) The interested bidder is to enclose self attested Xerox copy of the following valid documents in the **Technical bid envelope**.

- Copy of PAN card
- GST Registration Certificate
- Tax clearance certificate/ self declaration for no dues of GST Tax.
- GST paid in last 3 months (GST returns as evidence to be attached)
- Last three years audit report, the bidder have to submit audited statement of account (Income tax return, Audit Report, Balance sheet, Profit & Loss Account etc.)
- IT returns of last 3 years.
- The bidder should have an average annual turnover of minimum Rs. 1 Crore or above in the last three financial years.
- Bank statement copy.
- Catalogue/Brochure.
- Copy of Trademark Registration of the Brand.
- ISO 9001:2015 certificate of bidder's firm.
- Affidavit as per **Format C**.

(f) The bidders who meet the requirements specified in the **Technical Bid** will be considered for participating in the **Financial Bid**. The technically disqualified bidders will not be entertained in the financial bid.

(g) Non refundable tender form/documents cost of Rs. 5000/- in shape of demand draft in the name of District Welfare Officer, Sundargarh payable at Sundargarh should be attached in the **Technical Bid**.

(h) The committee reserves the right to cancel, reject or amend 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 the tender form/documents/papers. The incomplete tender form/documents/papers without EMD received after the scheduled date and time shall not be acceptable and liable to be rejected.

(j) The bidders required to furnish the quotation price of the item inclusive of all taxes and transportation charges up to the school/hostel points. The committee has also reserved the right to consider or select the item basing upon the qualitative product.

(k) The tenderer should submit one sample and one quoted rate.

(l) All the documents should be duly sealed & signed by the authorized person of the bidder in each page as a token of acceptance of all the terms & conditions of the bid.

(m) In case of any dispute, decision of the Collector, District Sundargarh will be final and will be bound to the bidders.

(n) During the tender process, the committee can determine any condition which is in the interest of the government. This condition will be valid and bound to all the bidders.

(o) Supply of the material is to be supplied within the stipulated time period, which will be mention in the administrative sanction/work order/purchase order, failing to which the order will automatically cancelled & EMD will be forfeited.

(p) The tender issued will remain valid for one year from the approved date and the increased rate in the time limit will not be valid.

(q) If the work is found to be satisfactory, then after one year, the extension of the term can be considered, with due approval of the Collector, Sundargarh.

3. Submission and opening of the Tender

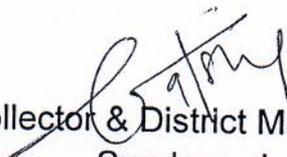
(a) Sample is mandatory for the technically successful bidders, without sample tender will not be accepted.

(b) The interested bidders may submit the tender documents completely in all respect along with EMD and other requisite documents on or before 20.08 - /2019 up to 05.00 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 responsible for any postal delay.

(c) The authority has every right to extend the date line for submission of tender.

(d) The bid receive by the authority after the prescribed time and dateline for submission of bids will not be considered. Thus the same is deemed to be rejected.

(e) The technical bid shall be opened on the scheduled date and time on 21.08.2019 at 03.00 PM in the office chamber of the Collector Sundargarh in the presence of the bidders and authorized representatives of the bidders.


Collector & District Magistrate
Sundargarh
COLLECTOR, SUNDARGARH

APPLICATION - TECHNICAL BID

1	Name of the Bidder	
2	Full Address of the Registered Office	
3	Full Address of the Operating/Branch Office	
4	Mobile/Telephone No. & Email Id	
5	Name of the Proprietor/Partner/Director	
6	Details of earnest money deposit	DD No. _____ Dated _____ of Rs. _____ drawn on bank _____.
7	PAN Card	Yes / No
8	GST Registration Certificate	Yes / No
9	Tax clearance/ Self declaration for no dues of GST Tax	Yes / No
10	GST returns of last 3 months	Yes / No
11	Last three years audit report	Yes / No
12	Last three years IT returns	Yes / No
13	Bank Statement copy	Yes / No
14	Catalogue / Brochure	Yes / No
15	Copy of Trademark Registration of the Brand	Yes / No
16	ISO 9001 : 2015 Certificate of bidder's firm	Yes / No
17	Affidavit as per Format C	Yes / No
18	Non-refundable tender paper cost of Rs. 5000/- in shape of Demand Draft	Yes / No

Date:

Bidder's official signature
Name & Designation with Rubber
Stamp/Official seal of the firm

APPLICATION - FINANCIAL BID
Quotation for supply of Mattress

1. Name of the bidder _____.

SL No.	Name of the Material	Specification	Quoted Rate of the Material (Including all Taxes & Transportation) (Per Piece)
1.	Mattress	Size: Length-72 inch, Width-36 inch, Thickness- 5 inch (6 ft. x 3 ft. x 5 inch) Material: 32 density high quality pure PU foam only. Quilting: 12 mm high density PU foam layer quilt. Crafting: Finest printed poly cotton tapestry tailored with thread locked by superior finish. Warranty: 5 years	

Note:- Bid documents and Samples of the item quoted by the bidder/firms should be submitted before opening of the tender.

Date:

Bidder's official signature
Name & Designation with Rubber
Stamp/Official seal of the firm

Declaration

FORMAT-C

1. I, _____ Son/Daughter/Wife of
Sri _____ Proprietor/Partner/Director/
Authorized Signatory of the bidder, mentioned above, am/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 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 Government etc.
5. This is also certified that neither I nor my organization will indulge in any corrupt
practices so far as this bidding is concerned.

Date:

Bidder's official signature
Name & Designation with Rubber
Stamp/Official seal of the firm