



ବନଶସ୍ତ୍ର ଅଧିକାରୀ ତଥା ବନସମ୍ରାଣୀ ତତ୍ସାଧାରକଙ୍କ କାର୍ଯ୍ୟାଳୟ, ରାଉରକେଲା

OFFICE OF THE DIVISIONAL FOREST OFFICER CUM WILDLIFE WARDEN  
ROURKELA FOREST DIVISION, ROURKELA, SUNDARGARH, ODISHA  
Phone No. 0661-2664637, Fax No. 0661-2664638, e mail- dforourkela.od@gov.in

Letter No. 4959 Dt. 10/06/2022

To

The Deputy Director,  
Information & Public Relation Department(Advertisement),  
& Deputy Secretary to Government of Odisha,  
Information & Public Relation Department,  
Bhubaneswar.

**Sub: Publication of Advertisement for Tender Notice for Supply of Tall Seedlings**

Sir,

Enclosed, please find herewith the copy of Advertisement for Tender Notice for Supply of Tall Seedlings in respect of Rourkela Forest Division under DMF Sundargarh both in Hard & Soft Copy. It is requested to kindly make necessary arrangement for publication of the same at least in two leading Odia Daily News Paper and two leading English Daily Newspaper as early as possible.

The Concerned Advertisement Manager may kindly be instructed to send complimentary copies of the same newspapers containing the Advertisement to the undersigned immediately after its publication.

An early action in this matter is requested.

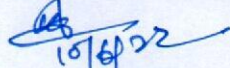
**Encl:- As above.**

Yours faithfully,

  
Divisional Forest Officer,  
Rourkela Forest Division

Memo No. 4960 Dt. 10/06/2022

Copy along with its enclosure forwarded to the Addl. Principal Chief Conservator of Forests (IT & GIS), O/o the Principal Chief Conservator of Forests & HoFF, Odisha, Bhubaneswar for favour of kind information and necessary action. He is requested to upload the above Tender Notice in the website of Pr. C.C.F, Odisha, as early as possible.

  
Divisional Forest Officer,  
Rourkela Forest Division

Memo No. 4961 Dt. 10/06/2022

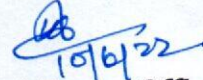
Copy forwarded to the Regional Chief Conservator of Forests, Rourkela Circle, Rourkela for favour of kind information and necessary action.

  
10/6/22

Divisional Forest Officer,  
Rourkela Forest Division.

Memo No. 4962 Dt. 10/06/2022

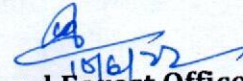
Copy along with its enclosure forwarded to the District Informatics Officer, Sundargarh, NIC Unit, Sundargarh for favour of kind information and necessary action. He is requested to upload Short Tender Notice in District Portal Website as early as possible.

  
10/6/22

Divisional Forest Officer,  
Rourkela Forest Division

Memo No. 4963 Dt. 10/6/2022

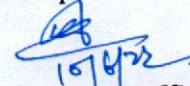
Copy forwarded to Divisional Forest Officer, (T&NT), Odisha for information and necessary action. It is requested to display the Short Tender Notice in their Office Notice Board.

  
10/6/22

Divisional Forest Officer,  
Rourkela Forest Division

Memo No. 4964 Dt. 10/06/2022

Copy along with its enclosure submitted to the Collector & District Magistrate, for favour of kind information and necessary action. It is requested to display the Short Tender Notice in their Office Notice Board.

  
10/6/22

Divisional Forest Officer,  
Rourkela Forest Division

Memo No. 4965 Dt. 10/06/2022

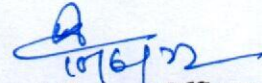
Copy along with its enclosure forwarded to all District level officer of the District for information and necessary action.

  
10/6/22

Divisional Forest Officer,  
Rourkela Forest Division

Memo No. 4966 Dt. 10/06/2022

Copy along with its enclosure forwarded to all Range Officer of Rourkela Forest Division for information and necessary action. They are instructed to display the above said "Short Tender Notice" in their Office Notice Board.

  
10/6/22

Divisional Forest Officer,  
Rourkela Forest Division



OFFICE OF THE DIVISIONAL FOREST OFFICER,  
ROURKELA FOREST DIVISION, PANPOSH, DIST-SUNDARGARH

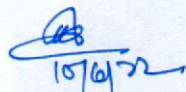
Phone/ Fax No. 06841- 222073  
e-mail – dfo.rourkela@odisha.gov.in

Notice No. 299 Dated: 10.06.2022

**TENDER CALL NOTICE FOR "SUPPLY OF TALL SEEDLINGS"**

Sealed tenders are invited under Two-Bid system from reputed, experienced agencies and bonafide eligible tenderers for "**Supply of 3000 nos. of Tall seedlings**" for plantation in Panposh Range of Rourkela Forest Division on terms and conditions mentioned in the standard bidding documents so as to reach in the O/o the DFO, Rourkela on or before 28.06.2022 up to 01:00 P.M through Registered/ Speed Post/ Courier Service and can also be dropped in Tender Box placed in Office of the Divisional Forest Officer, Rourkela Forest Division. The tenders will be opened on dtd 28.06.2022 at 04:00 PM in the O/o the Divisional Forest Officer, Rourkela. The standard bidding documents and terms and conditions can be downloaded from [www.sundargarh.nic.in/](http://www.sundargarh.nic.in/) [www.odishaforest.in](http://www.odishaforest.in) and also can be obtained from Office of the Divisional Forest Officer, Rourkela Division, Panposh from 13.06.2022 to 27.06.2022 during office hours.

Tender inviting authority reserves the right of accepting or rejecting one or more tender offer(s) or cancelling the tender without assigning any reason thereof.

  
(Tender calling authority)  
Divisional Forest Officer,  
Rourkela Division



## TERMS & CONDITIONS OF THE TENDER

The following terms and conditions must be fulfilled by the successful bidders for Supply of 3000 nos. of Tall seedlings.

1. **Tender inviting authority reserves the right of accepting or rejecting one or more tender offer(s) or cancelling the tender without assigning any reason thereof.**
2. The application form of Tender containing General Bid information & terms and conditions for **"Supply of 3000 nos. of Tall seedlings"** will be available with the **Head Clerk**, Office of the Divisional Forest Officer, Rourkela Division on Payment of **Rs.6000/+18% GST** - from **13.06.2022 to 27.06.2022** or can be **downloaded from Odisha Govt. Websites** i.e. [www.sundargarh.nic.in](http://www.sundargarh.nic.in) / [www.odishaforest.in](http://www.odishaforest.in) from dt. **13.06.2022 to 27.06.2022**. In case the application form is downloaded from Govt. website, the tenderer shall furnish a demand Draft for an amount of **Rs.6000/-** (Rupees Two Thousand only) +18 % GST towards the cost of application. The tender papers completed in all respect should reach the office of the undersigned on or before **28.06.2022 by 01:00 P.M. and shall be opened on 28.06.2022 at 04:00 PM** in presence of the bidders or their authorized representatives.
3. All the stipulations and terms and conditions of tender documents and notice for **"Supply of 3000 nos. of Tall seedlings"**, are applicable and must be adhered to while submitting the tender offers, the tenderers also have to submit the signed copies of tender documents including the terms and condition. The envelope containing the tender paper should be super-scribed **"Supply of 3000 nos. of Tall seedlings"** at the top of the envelope and the name, address, and mobile number at the left corner of the envelope.
4. DFO, Rourkela is at liberty to increase or decrease the quantity mentioned. Items mentioned may be dropped also keeping in view the requirement of stores/service components at the site/field at the time of placing the work order.

The stipulations, terms and conditions embodied in the tender documents will form the part of the agreement.

5. **The Technical Bid should consist of the following documents: -**

a.	EMD is exempted upto 31.12.2022 as per Works dept memorandum no. 4710 Dtd 12.04.2022 . Tenderers are required to submit bid securities declaration in bid documents as per Annexure-II.
b.	Scanned copy of registration/Association with Government/Autonomous bodies in Odisha for Horticulture/Forestry works.
c.	Self-attested copy of PAN Card under Income Tax Act. along with last three years(2019-20,2020-21 & 2021-22)income tax returns filed with Income Tax Dept.
d.	Self-attested copy of GST registration number.



e.	An undertaking to the effect that the contractor/agency has not been blacklisted by any Govt. Department in earlier occasions.
f.	Scanned copy of signed terms and condition by contractor.
g.	The Tenderer/ supplier must have his/her own nursery or must have partnership or have made such agreements with the nursery having sufficient quantity of required tall seedlings.
h.	The bidder should have a permanent place of business in Rourkela or their regular office in Rourkela and has completed similar work during the last 3 years ending last day of month previous to one in which application are invited.
i.	The average annual financial turnover of the firm/Agencies/ Tenderers should be more than 1 crore duly certified by Chattered Accountant.

**Tenderer/Bidder must submit copies of all documents.**

6. Tenderer/Bidder shall quote the rates in the prescribed form for Price Bid given in **Annexure-I** against this tender on a 'single responsibility' basis such that the Tender price covers contractor's all obligations and liabilities. The rates and prices quoted by the Bidder **shall be inclusive of all Taxes.**

7. The tenderer/Bidder is expected to examine all instructions, Forms, Terms and Conditions in the Tender document before participation in this Tender process. The validity of tender will be 12 months for award after approval. The validity of the tender can be extended if approved by the Regional Chief Conservator of Forests, Rourkela Circle, Rourkela.

8. In case the tenderer/Bidder has any doubt about the meaning of anything contained in the tender document, he/she shall seek clarification from the office of the Divisional Forest Officer, Rourkela, Panposh-769004, Sundargarh, Odisha.

9. Bid securities (EMD) of the unsuccessful tenderer/bidder will be returned to them at the earliest. Bid security of the successful bidder shall be returned on receipt of 3% Performance Security/Security Deposit in the O/o the Divisional Forest Officer, Rourkela. Bid Security shall be forfeited if the Tenderer/Bidder withdraws his bid during the period of tender validity. Bid Security shall also be liable to be forfeited if the successful bidder fails to furnish the required Performance Security within the time frame specified by the DFO, Rourkela.

10. The successful tenderer/bidder shall execute an agreement with DFO, Rourkela soon after deposit of 3% of the tendered value as Performance Guarantee within 10 days w.e.f. the date of acceptance of the offer in the form of Demand Draft/Fixed Deposit Receipt having a validity of 3 years w.e.f. the date of acceptance of the offer, drawn on any of the Commercial Banks payable at Rourkela, in favour of DFO, Rourkela, payable at Rourkela.

11. The authorized representatives/Tender Committee of this office will open the Technical Bid in the presence of the Tenderer/Bidders or their representatives who choose to attend at the appointed place and time. The Qualification for the technical bid



shall be based on the documents required & listed above in clause (4) & (5) on or before the closing date and time of bidding i.e 28.06.2022 up to 01.00 PM.

12. Financial Bids/Price Bids of the technically qualified bidders will be opened only for evaluation in the presence of qualified bidders who choose to be present at the time of opening of Financial Bids.

13. The Offers of tenders not accompanied by documentary proof or do not meet the eligibility criteria as mentioned above shall not be considered. Canvassing or negotiation, direct or indirect, would render the tender liable for exclusion from consideration.

14. The saplings shall be supplied at **Green Park Nursery, Sec-8, Rourkela/ Panposh Range office Campus, Bagudi.**

15. **All seedlings must satisfy following conditions:**

- a. **It must be taller than 10 ft (after excluding height of Polythene bag) and girth at collar region be more than 3" with Clear bole.**
- b. **Size of Polythene bag shall not be smaller than 21" X 21"**
- c. **Seedling shall be able to support itself without requirement of stick.**
- d. **There should not be any root coiling.**
- e. **The sapling must have good foliage.**

16. **DFO, Rourkela or his subjects or both reserves the right to inspect the nursery at the cost of the successful tenderer before awarding of purchase order.**

17. The DFO, Rourkela, is not bound to accept the lowest rate/cost or any bid and may at any time by notice in writing to the bidder(s) terminate the tendering process.

18. DFO, Rourkela, may terminate the work order if it is found that the contractor is black listed on the previous occasions by any of the Government Departments/Institutions/Local Bodies/Municipalities/Public Sector Undertakings etc.

19. The successful Tenderer/Bidder shall ensure full compliance with Tax laws of India with regard to the work order(s) and shall be solely responsible for the same.


20. The successful bidder will comply all the rules & regulations of the land with latest circular/orders issued by various Government Departments applicable to the work and bidder will be solely responsible.

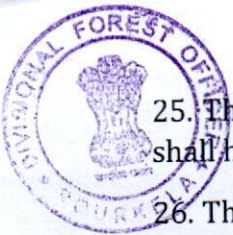
21. Failure of the successful tenderer/bidder to comply with the requirements of above clauses shall constitute sufficient grounds for the annulment of the work order and forfeiture of Bid Security/Performance Security.

22. Duly completed books of accounts/documents should be produced as and when required by the DFO, Rourkela.

23. In the event of non-execution of the work, the Security Deposit shall be forfeited to the Government and the balance work, if any, shall be got executed at the risk and cost of the tenderer by rescinding the contract for the reasons to be recorded by DFO, Rourkela in writing.

24. DFO, Rourkela shall not be responsible for payment of any compensation on account of any loss caused to the tenderer due to natural calamities or other supervening impossibilities.

  
Divisional Forest Officer  
Rourkela Forest Division



25. The contractor shall not construct any permanent structure at the site of work and shall have no right on the land or asset of the Government.

26. The contractor shall abide by the provisions made under the Labour Laws and other relevant Statutes as applicable in execution of the work and shall be responsible for making good/payment of compensation, if any, to any workman or material during execution of the contract.

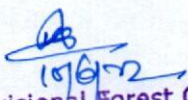
27. In no circumstances, the contractor would be allowed to sublet the works in part or whole of the contract, assigned to them.

28. Any dispute or difference arising out of this contract will be resolved through joint discussion of the authorized representatives of the concerned parties.

29. Protection from grazing, browsing and damages to the saplings before plantation due to biotic interference shall be responsibilities of successful bidder.

30. All material/service inputs for the above mentioned works shall be provided by the successful tenderer/contractor.

31. The payment by way of Demand draft detail shall be entered in the prescribed format as per **Annexure-III**

  
15/6/22  
Divisional Forest Officer  
Rourkela Forest Division



**Annexure-I**

**Financial Bid**

Sl.No	Following Species to be supplied	Rate inclusive of all taxes (In Rs.)
1	Banyan ( <i>Ficus benghalensis</i> )	
2	Aswastha ( <i>Ficus religiosa</i> )	
3	Mysore Queen ( <i>Spathodea campanulata</i> )	
4	Baula ( <i>Mimusops elingi</i> )	
5	Kathabadam ( <i>Terminalia catapa</i> )	
6	( <i>Tabebuia rosea</i> )	
7	( <i>Tabebuia aurea</i> )	
8	<i>Ficus benzamina</i>	
9	Ashoka tree <i>Saraka ashoka</i>	
10	Indian cork tree ( <i>Millingtonia hortensis</i> )	
11	Kanchan ( <i>Bauhinia variegata/purpurea</i> )	
12	Indian coral tree ( <i>Erythrina variegata</i> )	
13	Yellow silk cotton Tree ( <i>Cochlospermum religiosum</i> )	
14	Jack Fruit ( <i>Artocarpus heterophyllus</i> )	
15	<i>Conocarpus lancifolius</i>	
16	Plumeria Spp.	
17	Palm Spp.	

Total Cost inclusive of all taxes \_\_\_\_\_

In words ( \_\_\_\_\_ )

"Certified that the information submitted above is true to the best of my knowledge and belief."

Seal & Signature of the  
Tenderer



**ANNEXURE-II**

**Bid Securing Declaration Form**

Tender No. \_\_\_\_\_

Dated: \_\_\_\_\_

To

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**(Complete name and address of the purchaser)**

I/We, on behalf of M/s \_\_\_\_\_ the undersigned, declare that:

I/We understand that, according to your conditions, bids must be supported by a Bid Securing Declaration.

I/We accept that I/We may be disqualified from bidding for any contract with you for a period of one year from the date of notification if I am /We are in a breach of any obligation under the bid conditions, because I/We:

a) have withdrawn/modified/amended, impairs or derogates from the tender, my/our Bid during the period of bid validity specified in the form of Bid; or

b) having been notified of the acceptance of our Bid by the purchaser during the period of bid validity (i) fail or reuse to execute the contract, if required, or (ii) fail or refuse to furnish the Performance Security, in accordance with the Instructions to Bidders.

I/We understand this Bid Securing Declaration shall cease to be valid if I am/ we are not the successful Bidder, upon the earlier of (i) the receipt of your notification of the name of the successful Bidder; or (ii) thirty days after the expiration of the validity of my/our Bid.

**Signature with stamp**

(Signature of person whose name and capacity are shown)

in the capacity of (legal capacity of person signing the Bid Securing Declaration)

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

Dated on \_\_\_\_\_ day of \_\_\_\_\_ (date of signing)



**ANNEXURE-III**

Demand Draft bearing No. \_\_\_\_\_ dated \_\_\_\_\_ issued  
by \_\_\_\_\_ Bank, \_\_\_\_\_ for an amount of  
Rs...../ (Rs. .... only)  
drawn in favour of Divisional Forest Officer, Rourkela, Panposh, Sundargarh, Odisha  
towards EMD, is enclosed.

SIGNATURE OF.....

THE TENDERER NAME.....

ADDRESS.....

TEL. NO./MOBILE NO.....

E-MAIL ADDRESS.....