



## DISTRICT PROJECT OFFICE ,SS,SUNDARGARH

In front of BS High School, Sundargarh

Email:-dpcsndgssa,osepa@nic.in

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No. 5138 / IE// Dated. 19.11.2022

### LIMITED TENDER CALL NOTICE

Limited tenders in plain paper are invited from the Service Registered Firms located in Odisha having valid GSTIN and Income Tax Clearance Certificate for procurement of resource materials to be installed at Block Resource Centre for the CWSN at different blocks of Sundargarh district . The bidders shall have to furnish their offer / price towards cost of resource materials / item/ equipment as mentioned in the bid after going through the terms and conditions of the tender documents. The details terms and conditions can be available in district website [www.sundargarh@nic.in](http://www.sundargarh@nic.in) and OPEPA website [www.osepa.gov.in](http://www.osepa.gov.in) .The GST as applicable should be indicated on the total offer price.

The tender should reach the office of the undersigned on or before **29.11.2022 by 1.00 P.M.** at the latest through speed/regd post and the tenders shall be opened on the same day at 4.00 P.M. in the presence of bidders or their authorized representatives.

The tenders received in incomplete shape or after the schedule date and time shall be summarily rejected. The undersigned reserves the right to reject any or all tenders without assigning any reason thereof.

The tenders shall remain valid for a period of one year from the date of acceptance or as would be decided by the competent authority.

Memo No. 5139 / Date 19.11.2022

Copy forwarded to the DIO, NIC, Collectorate, Sundargarh with a request to upload the said quotation call notice in the District website / Deputy Director, MIS, OSEPA, Bhubaneswar with a request to upload the said notice in OSEPA website for wide information of public.

  
19/11/22  
District Education Officer cum DPC  
Samagra Sikshya  
Sundargarh

Memo No. 5140 / Date 19.11.2022

Copy forwarded to DEO, Sundargarh and all BEOs with a request to display the said notice in their Notice Boards for wide publicity.

  
19/11/22  
District Education Officer cum DPC  
Samagra Sikshya  
Sundargarh

  
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**DISTRICT PROJECT OFFICE  
,SS,SUNDARGARH**

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**LIMITED TENDER DOCUMENT**

Procurement of Resource Materials for Block Resource Centre for the CWSN exclusively for 17 Blocks respectively under Samagra Shiksha, Sundargarh for the year 2022-23 by the reputed firms;

Date of issue of Tender Document	<b>19-11-22</b>
Last Date & Time of submission of Tender Document	<b>Up to 1.00P.M. on 26 .11.2022</b>
Date & Time for opening of Tender Document	
Opening of Tender Document (Date and Time)	<b>4.00 P.M. on 29.11.2022</b>

**CONTENTS OF LIMITED TENDER DOCUMENT**

Sl. No.	Description of Contents	
1	Limited Tender Call Notice	
2	Eligibility Criteria / Scope of work and General instructions / Terms and Conditions to the Tenderers	ANNEXURE – I
3	Proforma for Bid Document	ANNEXURE – II
4	Tender Acceptance Letter	ANNEXURE – III
5	Form of undertaking regarding not being black listed	ANNEXURE – IV
6	List of materials /EQUIPMENT	ANNEXURE – V



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**ANNEXURE – I**

**ELIGIBILITY CRITERIA**

The firm must be registered with respective authorities like GST, as per rules. Copy of Income Tax Return for the last three financial years, i.e. 2019-20, 2020-21 & 2021-22 must be submitted.

- i. The firm should be in existence for over 3 years in the trade with the resource materials (copy of proof must be attached). Firms having Income Tax Return for 3 years may also participate.
- ii. The office of the firm should be located in Odisha so that immediate replacement of defective materials can be ensured.

**GENERAL INSTRUCTIONS / TERMS AND CONDITIONS**

1. The applications must be sent **through Registered Post / Speed Post only** addressed to the District Project Coordinator, DPO, Samagra Shiksha, Sundargarh, Pin-770001 during the office working hours. Sending of quotations by hand and courier services is not allowed.
2. The tender has been invited **under two bid system** i.e Technical Bid and Financial Bid. The interested agencies/firms/ are advised to submit two separate sealed envelopes super scribing "Technical bid for supply of materials for Resource Centre and "Financial Bid for Supply of materials for Resource Centre". Both sealed envelopes should be kept in a third envelope super scribing "Tender for supply of materials for Resource Centre" of Sundargarh district.

**Following documents must be enclosed with the Technical Bid Application. (Annex – I )**

3. Latest GST clearance certificate.
4. GST Registration Certificate.
5. PAN card.
6. Income Tax clearance certificate for last 3 years. ( 2019-20, 2020-21 & 2021-22)
7. Copy of registration certificate under DIC if any.
8. Goods manufacturing certificate, ISO latest with approved model may be given preference.
9. The Manufacturer having ISO 9001 Certification for quality of Management Standards may be given preference.
10. Sample materials with brochure of each item must be produced as per the specification before the Committee at the time of opening of tender.
11. Demand draft of Rs.1000/-(non-refundable) of any Nationalized Bank in favour of District Project Coordinator, Samagra Shiksha, Sundargarh towards the cost of tender paper.
12. Procurement of resource materials, which is to be installed at Block Resource Centre for the CWSN at different blocks of the district.

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13. The interested firm has to submit the tender papers addressed to the District Project Coordinator, Samagra Shiksha, Sundargarh , in front of BS High School ,Sundargarh– 770001 (Odisha). 4
14. Any pre-bid query on the matter may be submitted over telephone to Dist. IE Coordinator, ( Phone No ~~9437219613~~) within 3 days on publication of advertisement.
15. All entries in the tender form should be legible and filled clearly. No underwriting / overwriting is allowed. If the space provided for furnishing information is insufficient, a separate sheet duly signed by the authorized person may be submitted.
16. The successful Tenderer has to supply and install the resource materials at Block Resource Centre of respective blocks.
17. The office of the undersigned may procure the materials phase-wise as per requirement. In case, at any point of time, materials received are found to be defective / not as per quality / specification, the firm will replace the material immediately and in case of failure to do so, the EMD will forfeited and the contract shall be terminated.
18. The undersigned reserves the right to accept or reject any tender without assigning any reason thereof.
19. In case the contracting firm is not able to accept the contract after it is awarded or if it is not able to supply the product after accepting the contract, the undersigned will award such contract to the L-2 firm and so on.
20. Any black-listed Firm / Agency shall not be allowed to participate in the tender.
21. Any legal dispute is subject to the Civil Courts of Sundargarh, Odisha only.
22. The interested bidders has to submit the bid documents in a single master envelope. The bid document should contain the EMD as well as quoted price. The EMD is Rs.40,000/- (Rupees Forty thousand) only, which will be furnished in shape of Bank Draft in favour of "DPC, SSA, Sundargarh".
23. The EMD of the successful bidder will be converted to performance security. The EMD shall be forfeited, if the firm found to have supplied the goods below the prescribed standards / specifications. EMD of the unsuccessful bidders shall be returned within 15-days of opening of the tender.
24. Selection shall be made on least cost methodology on overall total items not on individual items of the bid.

#### PAYMENT CLAUSE

- i. No advance payment will be made to the firm / company in any case.
- ii. Payment shall be made after receipt/ installation of the product and after due verification by the undersigned.



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**ANNEXURE - II**

**BID DOCUMENTS**

Sl. No.	Description	
1	Name of the Firm / Company / Agency	
2	Complete Address & Telephone No.	
3	Name of the Proprietor / Partners of the Agency / Firm	
4	Last 3 years balance sheet / profit & loss statement	DOCUMENTS TO BE ATTACHED
5	Copy of Income Tax Return and PAN Number with Proof for last 3 financial years, i.e 2019-20, 2020-21 & 2021-22	-do-
6	Copy of Registration of Company of Registrar, GST, etc.	-do-

Note : All documentary proofs have to be attached for above items.

I do hereby agree to abide by all the terms and conditions of the tender document.

**Name & Signature of the  
Authorized Signatory of the Firm  
(With Seal of the Agency affixed)  
Date :**

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ANNEXURE - III

**TENDER ACCEPTANCE LETTER**  
(To be given on Company Letter Head)

Date.

To

The DEO-cum-DPC  
Samagra Shiksha, Sundargarh

Sub. : Acceptance of Terms & Conditions of Tender



Tender Reference No.                      dated.

Sir,

1. I / We have downloaded / obtained the tender document (s) for the above mentioned Tender Work from the Sundargarh district website, i.e. sundargarh.nic.in or from OSEPA website, i.e. www.ospa.gov.in .
2. I/ We hereby certify that I / We have read the entire terms and conditions of the tender documents which form part of the contract agreement and I / We shall abide hereby the terms / conditions/ clauses contained therein.
3. In case any provisions of this tender are found to have been violated, then your office/ organization shall without prejudice to any other right or remedy be at liberty to reject this tender / bid.

Yours faithfully,

(Signature of Bidder, with Official Seal)

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**ANNEXURE - IV**

Certified that our / my firm ..... has not been black-listed by any Central Government / Central PSUs/ State Govt./ any other Department or offices functioning under the State Government since the inception of our/ my firm.

**Signature of the Bidder with seal**

*[Handwritten signature]*

*[Handwritten signature]*

33	Matching Games (colour,picture,object,categories etc)	Meant for all category	standard	1
34	Material on outdoor (ring ball, soft ball, badminton, skipping rope etc)	Meant for all category	standard	1
35	Materials on indoor (Chess, Ludo, Carrom)	Meant for all category	standard	1
36	Mattress	Meant for all category	10 CM THICK ,32/40DENSITY FOAM	1
37	Meaning ful counting (number with meaning)	Meant for all category	BIG SIZE	1
38	Measurements (Length, weight, liquid)	Meant for all category	BRASS BIG SIZE	1
39	Model Clock for teaching time	Meant for all category	DURABLE FIBRE/PLASTIC	1
40	Model on Public place	Meant for all category	DURABLE FIBRE/PLASTIC	1
41	Models on Notes & coins.	Meant for all category	DURABLE FIBRE/PLASTIC	1
42	Money exchange chart	Meant for all category	DURABLE FIBRE/PLASTIC	1
43	Multiplication board.	Meant for all category		1
44	Musical instruments.	Meant for all category	Standard size harmonium,tabla,dholak,flute,electrical musical sound creater	1
45	Number cards	Meant for all category	19x29 inches	1
46	Numbers cards (concept on more less/Long short, full half/empty tall/short, fat/thin)	Meant for all category	19x29 inches	1
47	Numbers charts	Meant for all category	19x29 inches	1
48	Picture chart (who are helping our day to day activities-Bank, Post Office, Police Station, Fire Station, Bus Stand, Railway station, Airport, Hosptal,Court, Market Complex Traffic Religion place , Hotel	Meant for all category	19x29 inches	1
49	Picture schedules for ADL skills	Meant for all category	standard size	1
50	Pictures charts (Sharing with peers & Good behaves, daily rule)	Meant for all category	standard size	1
51	Playing cards	Meant for all category	standard size	1
52	Puzzle Game	Meant for all category	standard size	1
53	Puzzle on environment	Meant for all category	standard size	1
54	Puzzle on story	Meant for all category	standard size	1
55	Reading- Functional Literacy work Book	Meant for all category	standard size	1
56	Republic day chart	Meant for all category	standard size	1
57	Ring ball	Meant for all category	standard size	1
58	Seasonal Charts	Meant for all category	standard size	1
59	Shape size board	Meant for all category	standard size	1
60	Shoulder wheel	Meant for all category	UB Physio solution	1
61	Sight reading words chart writing day to day life	Meant for all category	100 sight word with multicolour standard size	1
62	Sign & symbol math board +,- X	Meant for all category	to learn math sign with fun ,non toxic ,durable	1
63	Skipping ropes	Meant for all category	local	1
64	Squeeze Toys	Meant for all category	22x17x8 inches light wieght	1
65	Stimulation toys (audio-visual)	Meant for all category		1
66	Story books with picture	Meant for all category	BIG SIZE	1
67	Story Charts	Meant for all category	BIG SIZE	1
68	Story telling Book with Picture	Meant for all category	BIG SIZE	1
69	Swing (Rope hanging, Swing Chair)	Meant for all category	standard size	1
70	Symbol of Addition, Subtraction, Multiplication & Division	Meant for all category	standard size	1

**annexure -V- list of materials for Resource centre ,Sundargarh**

Sl. No	Name of the Product	Category	UNIT SPECIFICATION /SIZE ETC	Quantity
1	Addition, Substraction Multiplication charts	Meant for all category	50X75 CMS LAMINATED	1
2	Agarbati making Kit	Meant for all category	RATTEN STICK	1
3	Artificial Human Body	Meant for all category	DURABLE FIBRE/PLASTIC	1
4	Beads of different size colour & shapes.	Meant for all category	20 EACH COLOUR 8 MM	1
5	Calender (month, days, cards)	Meant for all category	GREGORIAN CALENDER	1
6	Candle Making Kit	Meant for all category	WAX-250 GM,CYLYNDRICAL CANDLE ,MANUAL	1
7	Cartoon Board with dots	Meant for all category	ANIMATION DOT MATRIX	1
8	Chalk making kit	Meant for all category	prv 4 INCH SCHOOL CHALK MAKING	1
9	Chart of weight & measurement	Meant for all category	BIG SIZE	1
10	Chart paper of different house hold materials (Kitchen set, Iron, TV, Freeze, Washing Machine, Dinning table, Sofa set, Chair, Table, Oven)	Meant for all category	50X75 CMS LAMINATED	1
11	Charts on first-aid materials & use.	Meant for all category	50X75 CMS LAMINATED	1
12	Charts on safety and secure, different game materials	Meant for all category	50X75 CMS LAMINATED	1
13	Children's day Chart	Meant for all category	50X75 CMS LAMINATED	1
14	Clock	Meant for all category	GOGNITIVE PLATE CHILD AGE GROUP	1
15	Count & match	Meant for all category	50X75 CMS LAMINATED	1
16	Diagram Board	Meant for all category	50X75 CMS LAMINATED	1
17	Different chart (cognitive development, Alphabet, Number, Vegetables, Fruits, Flowers Animal, Birds Colour	Meant for all category	50X75 CMS LAMINATED	1
18	Different charts (Environment vegetable, fruits, story, Animal, Birdss, Body parts, Flowers etc.	Meant for all category	50X75 CMS LAMINATED	1
19	Different types of soft toys	Meant for all category	NON TOXIC DURABLE	1
20	Electronic Alarm Clock	Meant for all category	BATTERY POWERED DIGITAL ALARM CLOCK	1
21	Fake money sets (for teaching money )	Meant for all category	9X7 PCS 10,0,0,100,2000,500,1000	1
22	First -Aid materials	Meant for all category	PLASTERS, STERRILE GAUZE, DRESSING, TRIAN GULAR BANDAGE, CREPE ROLL BANDAGE, SAFTETY PIIN, DISPOSABE STERILIZE LOBE	1
23	Flash cards of different categories.	Meant for all category	MIX COLOUR	1
24	Folding Chess board	Meant for all category	BIG SIZE	1
25	Functional words (go, in ,on,out, push, pull,stop,exit, entrance)	Meant for all category	BIG SIZE	1
26	Gandhi Jayanti Chart	Meant for all category	BIG SIZE	1
27	Independence day chart	Meant for all category	BIG SIZE	1
28	Ladder (Rope)	Meant for all category	BIG SIZE	1
29	Light & Sound Toys	Meant for all category	NON TOXIC DURABLE	1
30	Loop Band / Stretching Rubber belt	Meant for all category	NON TOXIC DURABLE	1
31	Ludo	Meant for all category	NON TOXIC DURABLE	1
32	Manjira (Gini)	Meant for all category	BRASS BIG SIZE	1

71	Teacher's day Chart	Meant for all category	standard size	1
72	Time concept model	Meant for all category	standard size	1
73	White board & marker	Meant for all category	standard size	1
74	Wooden pull toys	Meant for all category	non toxic ,durable fibre	1
75	Indian scale for Assesment of Autism.	ASD	testing by interaction with sbject and information supplemented by parents	1
76	Adapted Pen, Pencil	CP		1
77	Adjustable Stepper/ stane stepper	CP	adjustable for motor excercise by children	1
78	Balance Board	CP	Foam cushioned top is non slip	1
79	Beads (Big Size frame)	CP	foam padded ,with nylene cover	1
80	Bolster (Big Size)	CP	foam padded ,with nylene cover	1
81	Bolster (Small size)	CP	foam padded ,with nylene cover	1
82	Corner Seat with Cutout Board	CP	45x45 cm base brack rest 52 cm high three paneloam padded ,with nylene cover	1
83	Corner Seat with Cutout table	CP	45x45 cm base brack rest 52 cm high three paneloam padded ,with nylene cover	1
84	Eye-hand Co-ordination- Beads & thread	CP	fibre ,non toxic	1
85	Gel ball	CP	DISABILITY RETAIN SHAPE,SMOOTH TO TOUCH IDEAL FOR HAND ,PALM ,AND FOREARM EXCERCISE	1
86	Glass with handle as per child needs (Adaptable)	CP		1
87	Grip for pencil/pen	CP	SUPERIOR QUALITY STEEL ALLOY	1
88	Gym ball	CP	WITH FOOT PUMP FEATURE	1
89	Hammer master	CP		1
90	Hand and finger function activities	CP	Adjustable	1
91	Head pointer	CP	Adjustable	1
92	Pen Pencil writing Frame	CP	fibre /plastic durable	1
93	Pillow	CP	medium ize	1
94	Plastic medium size colour ball (A set of 50)	CP	medium size set of 50	1
95	Potty Seat	CP	soft ,green oval shape ,manual operation	1
96	Prone Board	CP	model plastic	1
97	Sensory Motor stimulation materials with different texture	CP		1
98	Special Chair with pomel with tray (Medium Size)	CP	medium size	1
99	Special spoon	CP	steel small	1
100	Spongue ball	CP	standard size	1
101	Standing Frame	CP	metallic stand in frame	1

102	Thread & needle	CP		1
103	Acoustic musical drum	HI	mapex, pearl, tama, ludwig acoustic drum kit	1
104	Balloon	HI	pdt of 50 pieces	
105	Bat/ball set	HI	medium size	1
106	Blowing game set	HI		1
107	Coloring cryons	HI	camel brand	1
108	Coloring Drawin Book & crayon	HI	camel brand	1
109	Coloured Drawing Book	HI	camel brand	1
110	Dambru	HI	medium	1
111	Digital watch	HI	ajanta wall mounting	1
112	Disposable tongue depressure (Ice cream stick)	HI	standard	1
113	Drawing & Painting Materials	HI	standard	1
114	Foot ball	HI	cosco	1
115	Head Phone	HI	samsung	1
116	Mouth Organ	HI	standard	1
117	Xylophone	HI	100 sight word with multicolour standard size	1
118	Mirror - wall mounted	HI & SI	2.5x5 feet	1
119	Straw, Flute, Balloon, Whistle	HI & SI	standard	1
120	GLAD-(Grade level Assesment Device)	ID	Indian assessment tool	1
121	Lacing/ Buttoning / Zipping bods	ID		1
122	BASIC—MR manual	MR		1
123	Building blocks	MR		1
124	Counting materials	MR		1
125	Cross word Puzzle game	MR	medium size	1
126	Cube-stand (Pyramid)	MR		1
127	Assesment tools	MR& CP	for assessment of MR & CP CWSN	1
128	Augmentative & Aternative Communication Board	MR& CP	Indian assessment tool	1
129	FACP manual	MR& CP	Indian assessment tool	1
130	FACP -PMR Profound	MR& CP	<b>Indian assessment tool</b>	1
131	MDPS checklist manual	MR& CP	Indian assessment tool	1
132	Peg Board Game	MR& CP	beads, bolocks puzzle, multicolour 200 nip blocks	1
133	Soft ball (soft cotton)	MR& CP		1
134	Standing box	MR& CP		1
135	Honey	MR& CP HI	500 ml	1
136	Speech trainer	MR& CP HI	ARPHI	
137	Adjustable walking stick	OH	adjustable ,aluminium	1
138	Weight bands Hands & legs (0.5-1kg)	OH		1
139	Elbow crutches	OH CP	adjustable ,aluminium	1
140	Electric boam Roller.	OH CP	adjustable ,aluminium	1
141	Peanut ball medium	OH CP	adjustable ,aluminium	1
142	Physio ball	OH CP	foot pump feature ,multi excercise purpose	1

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143	Rolater	OH CP	steel frame medium	1
144	Walker (with wheel in front)	OH CP	steel frame medium	1
145	Walker (without wheel)	OH CP	steel frame medium	1
146	Wheel Chair (Adult size)	OH CP	Fixed PVC ,padded armrest 8" front solid composite caster	1
147	27 Line 30 cells Braille Writing Slate (ABS Plastic) with stylus	VI	22'spoke and aluminium solid rubber wheels ,height adjustable	1
148	Braille Time piece for Learning	VI	standard size	1
149	Abacus frame	VI	9X27X18.5 SIZE	1
150	Audioable Cricket Ball	VI		1
151	Braille Paper (100Pcs.)	VI	100 PCS	1
152	Braille Alphabet Number English	VI	6"X10" LETTER SIZE	1
153	Braille Alphabet Number Hindi	VI	6"X10" LETTER SIZE	1
154	Braille Alphabet Number Odia	VI	6"X10" LETTER SIZE	1
155	Braille Beta Game	VI		1
156	Braille Flash Card (Manual) - 20Pcs.	VI	20 PCS	1
157	Braille Learning Frame	VI		1
158	Compass with spur wheel	VI		1
159	Folding stick 35" 4 fold	VI	4 FOLD	1
160	Folding stylus	VI		1
161	Geometrical shapes	VI		1
162	Geometricat Device with all attachment on rubber met board	VI		1
163	Pocket 3 folding Magnifier Lens	VI		1
164	Signature Guide	VI	rectangular	1
165	Special metal heavy plate	VI		1
166	Spur Wheel (sets)	VI		1
167	Tactile Map Physical (India)	VI	50X75 CMS LAMINATED	1
168	Tactile Map Physical (Odisha)	VI	50X75 CMS LAMINATED	1
169	Tactile Map Political (India)	VI	50X75 CMS LAMINATED	1
170	Tactile Map Political (Odisha)	VI	50X75 CMS LAMINATED	1
171	Talking calculator	VI		1
172	Taylor Frame (Arithmetic Frame Small)	VI	thick 10 numbers	1
173	Thick paper	VI	standard size	1
174	Tracing boards on letters & numbers.	VI		1
175	Vision Chart ( E- chart) (Picture Chart)	VI	50X75 CMS LAMINATED	1
	<b>OTHERS</b>			

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1	Computer table			1
2	Almirah			2
3	Office Table			1
4	Office Chair			2
5	Plasatic Chair			10
6	Rack for TLM, Device, Equipment dispaly			2
7	Dari (10 x 10)			2
8	Internet connection			1
9	Notice Board			1
10	Reference Books on disabilities			
11	Display board (for dispay of eminent personlaties)			4
12	Writing of Sign Board			
13	Wall writing - Information on different allowances given through Samagra Shiksha, Exam relaxation, facilities under SSEPD Dept.			
14	Flex Printing - Important days related to disabilities, Different data			