

## DISTRICT OFFICE, SUNDARGARH

(Social Welfare Section)

No. 838 /SW, Date. 21-02-2025

### (TENDER CALL NOTICE)

Sealed tenders are invited from the intending Registered Printing Press/ Supplying Agencies/Firm/Proprietor for printing and supply of Nua Arunima Work Book (I & II), Child Assessment Card and Picture/numeracy books (6 to 8 nos) to all the ICDS project offices of Sundargarh District.

The tender paper containing detailed terms and conditions, EMD other statutory requirement of Nua Arunima Work Book (I & II), Child Assessment Card and Picture/numeracy books (6 to 8 nos) can be downloaded from the District website <https://sundargarh.odisha.gov.in/>. The samples of Nua Arunima Work Book (I & II), Child Assessment Card and Picture/numeracy books (6 to 8 nos) may be inspected by the intending agencies in any working day in the office of the District Social Welfare Officer, Sundargarh. The cost of tender paper is Rs.5000/- (Rupees five thousand) only which is non-refundable. Tender papers completed in all respect along with all required documents should reach in sealed cover to the DSWO, Sundargarh on or before 07/03/2025 up to 05:00 PM by Registered/ Speed post only. The tenders shall be opened on dated 07/03/2025 at 05:30 PM by Tender Committee in presence of tenderers or their authorized representatives. The tenders received beyond the scheduled date and time shall not be taken in to consideration.

The Tender Committee reserves the right to reject the tenders without assigning any reason thereof and shall bear no liability what so ever consequent upon such decision.

Yours faithfully

  
Collector & District Magistrate,  
Sundargarh.

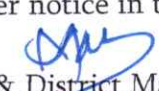
Memo No. 839 /Date. 21-02-2025

Copy forwarded to the D.I.O, NIC, Sundargarh for information with a request to get the Tender Call Notice and Tender document hoisted immediately in the official website of NIC, Sundargarh for wide publicity.

  
Collector & District Magistrate,  
Sundargarh.

Memo No. 840 /Date. 21-02-2025

Copy forwarded to all Sub-collector, Sundargarh/ all CDPOs of Sundargarh District for information and necessary action with a request to display the tender notice in the Notice Board of their respective offices.

  
Collector & District Magistrate,  
Sundargarh.

Terms and Conditions of Tender Call Notice for Printing and supply of Nua Arunima Work Book (I & II), Child Assessment Card and Picture/numeracy books (6 to 8 nos) to all the ICDS Project of Sundargarh District.

1. Sealed tenders are invited from the intending Registered Printing Press/ Supplying agencies/Firm/Propitiator for printing and supply of **Nua Arunima Work Book (I & II), Child Assessment Card and Picture/numeracy books (6 to 8 nos)** to all ICDS Projects of Sundargarh District.
2. The tender paper containing details terms and conditions and EMD statutory requirement **Nua Arunima Work Book (I & II), Child Assessment Card and Picture/numeracy books (6 to 8 nos)** can be downloaded from the district website <https://sundargarh.odisha.gov.in/>. The tender cost of Rs.5000/- (Rupees five thousand) only is non-refundable.
3. Tender paper completes in all respect along with all required documents should reach in sealed cover to the DSWO, Sundargarh (inside Collectorate Campus) At/Po/Dist- Sundargarh, Pin-770001 on or before 07-03-2025 up to 05.00 pm by Registered/ Speed post only.
4. The tender will be open on 07-03-2025 at 05.30 pm by the District Social Welfare Officer, Sundargarh in presence of the members of Tender Committee and tenderer or their authorized representatives. The tender received beyond the scheduled date and time shall not be taken in to consideration.
5. The detail terms and conditions associated with the assignments of tender is mentioned at Annexure-A.
6. The tender will be in two parts i.e. Technical Bid (Part-I) and Financial Bid (Part-II). The bidders should submit their technical bid and Financial Bid separately in two envelopes and put into another cover superscribed as "Tender for Printing and Supply of **Nua Arunima Work Book (I & II), Child Assessment Card and Picture/numeracy books (6 to 8 nos)**".
7. Bidders who qualify technical bid will eligible to participate in Financial Bid.
8. The Successful bidder will deliver the **Nua Arunima Work Book (I & II), Child Assessment Card and Picture/numeracy books (6 to 8 nos)** in the office of the all CDPOs of this District within 15 days from the date of receipt of order.

ANNEXURE-A

| Sl. No. | Terms and Conditions                                                                                                                                                                                                                                                                                                                                                                           | Documents to be submitted                                                                                                                                  |
|---------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1       | The intending Registered printing press/ Supplying agencies/Firm/Propitiator should be a bonafide registered body under DIC/MSME or any valid govt. institution having valid registered No.                                                                                                                                                                                                    | Attested photo copy of the registration certificate.                                                                                                       |
| 2       | The organization should be a valid PAN/ TIN holder having valid GST Registration and Number.                                                                                                                                                                                                                                                                                                   | Attested photo copy of GST Registration, PAN Card and TIN.                                                                                                 |
| 3       | Bidders three years average annual turnover must be 50 lakhs.                                                                                                                                                                                                                                                                                                                                  | Turnover certificate issued by Chartered Accountant and Three years ITR & Balance sheet required.                                                          |
| 4       | It should not be a black listed organization by any Government organization                                                                                                                                                                                                                                                                                                                    | Declaration in Stamp Paper.                                                                                                                                |
| 5       | Rates should be quoted inclusive of GST charges, other charges including colour coded paper and printing cost, delivery of charges.                                                                                                                                                                                                                                                            | Furnished in Financial Bid                                                                                                                                 |
| 6       | The district administration will have no liability regarding transportation, loading and unloading of materials indent for supply to the designated place in good condition. The defective or damaged printed materials if any will be replaced by the organization.                                                                                                                           | The bidder should declare in the non-judicial stamp paper that it abides all the terms and conditions laid down in the terms and conditions of the tender. |
| 7       | The tender must be accompanied Bank Draft of Rs.5000.00 in favor of DSWO, Sundargarh payable at Sundargarh towards cost of tender paper.                                                                                                                                                                                                                                                       | Draft to be enclosed                                                                                                                                       |
| 8       | The tender must be accompanied with Earnest money of Rs.1,00,000/- (Rupees one lakh) only in shape of Demand Draft placed in favor of DSWO, Sundargarh payable at Sundargarh . Tenders without Earnest Money will be liable for rejection. The EMD of unsuccessful bidder will be returned without interest on finalization of bid. EMD of successful bidder will turn in to security deposit. | Draft to be enclosed                                                                                                                                       |
| 9       | Conditional tenders are liable to be rejected. The tender, which is not as per specification will not be considered.                                                                                                                                                                                                                                                                           |                                                                                                                                                            |

|    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |  |
|----|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| 10 | If the successful bidder fails to supply within the stipulated period i.e. 15 days from the date of received the indent order, liquidated damage @2% per day of delay shall be deducted from the final payment.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |  |
| 11 | The District Administration will not pay any advance payment to the organization. The organization will have to carry out the entire job on its own and the amount will be paid only after satisfactory completion of the job and submission of bill in that regards.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |  |
| 12 | Under no circumstance the successful tenderer shall not appoint any sub-contractor or sub-lease the contract. If it is found that the successful tenderer has violated these conditions the contract will be terminated forthwith without any notice and security deposited by the tenderer shall be forfeited.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |  |
| 13 | The rate quoted against this tender shall remain valid up to 12 months after publication of approved rate. No request to increase in rates will be allowed or entertained during this period.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |  |
| 14 | Part quotation of specified quantity of an item will be rejected.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |  |
| 15 | <p>Tenderers/ Bidders require to submit one set sample Copy before tender Committee.</p> <p><b>a.) Nua Arunima Work Book – I (for 3-4 years children attending AWC)</b></p> <ul style="list-style-type: none"> <li>• Pages- Text- 56, Cover-04</li> <li>• Paper- Text- 80 GSM , Map litho</li> <li>• cover-220 GSM Art Paper</li> <li>• Printing- Text &amp; Cover- Multi Colour</li> <li>• Lamination- Matt Finish</li> <li>• Binding- Center stitch</li> <li>• Quantity- As per requirement</li> <li>• Size- 21 cm x 28 cm</li> </ul> <p><b>b.) Nua Arunima Work Book - II (for 4-6 years children attending AWC)</b></p> <ul style="list-style-type: none"> <li>• Pages- Text- 60, Cover-4</li> <li>• Paper- Text- 80 GSM, Map litho</li> <li>• cover-220 GSM Art Paper</li> <li>• Printing- Text &amp; Cover- Multi Colour</li> <li>• Lamination- Matt Finish</li> <li>• Binding- Center stitch</li> <li>• Quantity- As per requirement</li> <li>• Size- 21 cm x 28 cm</li> </ul> <p><b>c. ) Child Assessment Card (for 3-6 year children attending AWC)</b></p> |  |

|    |                                                                                                                                                                                                                                                                                                                                                                                                                 |  |
|----|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
|    | <ul style="list-style-type: none"> <li>• Pages- 4</li> <li>• Paper- Text- 120 GSM, Map litho</li> <li>• Printing- Multi Colour</li> <li>• Binding- Single Folding</li> <li>• Quantity- As per requirement</li> <li>• Size- 21 cm x 28 cm</li> </ul> <p>d.) <b>Picture/numeracy books (6 to 8 nos) ( 3 -6 year children attending AWC)</b><br/>Colorful pictorial books demonstrating /Working with numbers.</p> |  |
| 16 | The lowest rates for each individual item shall be identified based on the financial quotes of technically qualified bidders and a final L1 rate of each item shall be identified.                                                                                                                                                                                                                              |  |
| 17 | The Authority reserves the right to reject any or all the tenders without assigning any reason thereof and shall bear no liability what so ever consequent upon such decision.                                                                                                                                                                                                                                  |  |
| 18 | Prior to final printing specimen copy may be submitted for necessary approval.                                                                                                                                                                                                                                                                                                                                  |  |

  
21.02.25  
 District Social Welfare Officer,  
 Sundargarh

**TENDER FORM****Part –I****(Technical Bid)**

|     |                                                                                                                                                                           |  |
|-----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| 1.  | Name of the Printing press/Supplying Agency/Firm/Proprietor<br>(In capital Letters)                                                                                       |  |
| 2.  | Address of the Organization                                                                                                                                               |  |
| 3.  | Name of the authorized signatory.<br>(in block letters)                                                                                                                   |  |
| 4.  | Specimen signature of authorized signatory.                                                                                                                               |  |
| 5.  | Telephone number of authorized signatory/ organization                                                                                                                    |  |
| 6.  | Registration No.<br>(Attach attested copy of registration certificate issued from DIC)                                                                                    |  |
| 7.  | Attach attested copy of GST registration certificate and GST clearance certificate.                                                                                       |  |
| 8.  | PAN submitted or not.                                                                                                                                                     |  |
| 9.  | TIN submitted or not.                                                                                                                                                     |  |
| 10. | Bank Draft of Rs.5000/- payable at Sundargarh towards cost of tender paper submitted or not.                                                                              |  |
| 11. | Bank Draft of Rs.1,00,000/- pledged in favor of DSWO, Sundargarh towards Earnest Money Deposit (EMD).                                                                     |  |
| 12. | Documents of any past experience of printing and supply of materials to the Govt. Organization (Work Order with completion & Experience). (attested copy to be submitted) |  |
| 13. | Whether have any legal suit/criminal case pending against it for violation of PF/ESI/MW Act or any other law. (Submit the affidavit of declaration for no case pending.)  |  |
| 14. | Affidavit of declaration that the Tenderer agrees to abide by all terms and conditions of tender.                                                                         |  |
| 15. | Attested copy of Income Tax Return (ITR) for 3 year 2021-22, 2022-23 & 2023-24.                                                                                           |  |
| 16. | Whether all documents submitted signed by the authorized signatory of the organization (Yes/No)                                                                           |  |

**DECLARATION**

I/We hereby certify that the terms and conditions specification etc. given with the tender notice have been read carefully acceptable to me/us and that the information furnished above is complete and correct to the best of my/our knowledge. I/We understand that in case of any deviation in the above statement at any state, the Tenderer shall be blacklisted and will not have any dealing with in future.

Place

(Signature and seal of the authorized signatory)

Date

# TENDER FORM

## Part -II (Financial Bid)

I/We have gone carefully through the details of the tender advertisement specification/ samples and hereby quoting the rates per copy of the following articles of Arunima Work Book-I & II, Child assessment Card, & Picture/ Numeracy Book (including GST, other taxes, and transportation charges to the ICDS Projects Head quarter). Also I/We undertake to all the terms and condition laid in the tender advertisement.

| Sl. No. | NAME OF THE ITEMS                          | SPECIFICATION                                                                                                                                                                                                                                                                                                                                              | QUOTED RATE<br>(Inclusive all duties, taxes & delivery charges ) |
|---------|--------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------|
| 1.      | <b>Nua Arunima Work Book - I</b>           | <ul style="list-style-type: none"> <li>• Pages- Text- 56, Cover-4</li> <li>• Paper- Text- 80 GSM , Map litho</li> <li>• cover-220 GSM Art Paper</li> <li>• Printing- Text &amp; Cover- Multi Colour</li> <li>• Lamination- Matt Finish</li> <li>• Binding- Center stitch</li> <li>• Quantity- As per requirement</li> <li>• Size- 21 cm x 28 cm</li> </ul> | Rs._____per book<br>(Rupees)                                     |
| 2.      | <b>Nua Arunima Work Book - II</b>          | <ul style="list-style-type: none"> <li>• Pages- Text- 60, Cover-4</li> <li>• Paper- Text- 80 GSM, Map litho</li> <li>• cover-220 GSM Art Paper</li> <li>• Printing- Text &amp; Cover- Multi Colour</li> <li>• Lamination- Matt Finish</li> <li>• Binding- Center stitch</li> <li>• Quantity- As per requirement</li> <li>• Size- 21 cm x 28 cm</li> </ul>  | Rs._____per book<br>(Rupees)                                     |
| 3.      | <b>Child Assessment Card</b>               | <ul style="list-style-type: none"> <li>• Pages- 4</li> <li>• Paper- Text- 120 GSM, Map litho</li> <li>• Printing- Multi Colour</li> <li>• Binding- Single Folding</li> <li>• Quantity- As per requirement</li> <li>• Size- 21 cm x 28 cm</li> </ul>                                                                                                        | Rs._____per book<br>(Rupees)                                     |
| 4.      | <b>Picture/numeracy books (6 to 8 nos)</b> | <ul style="list-style-type: none"> <li>• 8 Nos of Different types of Picture/Numeracy books.</li> <li>• Picture Book :-As per Requirement</li> <li>• Numeracy Book :- As per Requirement</li> </ul>                                                                                                                                                        | Rs._____per book<br>(Rupees)<br>Rs._____per book<br>(Rupees)     |
| Total   |                                            |                                                                                                                                                                                                                                                                                                                                                            |                                                                  |

(Signature and seal of the authorized signatory)

Place

Name of the agency\_\_\_\_\_

Date

Adress\_\_\_\_\_

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