

DISTRICT OFFICE, SUNDARGARH  
(Social Welfare Section)

No 2482 /Dt 04-06-2025

INVITATION TO TENDER  
FOR  
SELECTION AND APPOINTMENT OF TRANSPORT CONTRACTOR FOR UNDERTAKING  
TRANSPORTATION OF FOODSTUFF UNDER SNP & SAG FEEDING PROGRAMME,  
SUNDARGARH

Sealed Tenders in the prescribed Form is invited from the intending Firms/Individuals/Transport Contractor for undertaking transportation of foodstuff from FCI & RRC to Anganwadi Centre/WSHG under SNP& SAG Feeding Programme in Sundargarh District.

The detailed tender document along with terms and conditions for the above purpose can be downloaded from District website <http://www.sundargarh.odisha.gov.in>.

Cost of Tender Documents is Rs 5,000/ (Rupees Five Thousand) only (Non-Refundable)- in favour of DSWO, Sundargarh in shape of DD (Details have been mentioned this document).

The Tender document complete in all respect may be sent in sealed cover super scribed as "Selection and appointment of transport contractor for undertaking transportation of foodstuff under SNP & SAG feeding programme, Sundargarh" to the address of D.S.W.O., Sundargarh either by Registered Post/Speed Post so as to reach on or before 05.00 PM of Dt. 18-06-2025 failing which the tender document of bidder shall be rejected.

The Tender received beyond the scheduled date and time mentioned above shall not be taken into consideration.

The undersigned reserves the right to reject any or all the Tender without assigning any reason thereof.

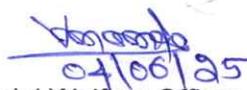
By Order of Collector, Sundargarh

  
04/06/25  
District Social Welfare Officer  
Sundargarh

Memo No 2483 /SW/Dt. 04-06-2025

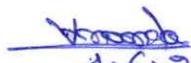
Copy to all Sub-Collectors/EOs of Municipalities/CSO, Sundargarh/ CDE-cum-EO Zilla Parishad, Sundargarh/All PA, ITDA/All BDOs/All CDPOs with a request to display the notice in their Notice Board for wide publicity.

Copy to Office Notice Board.

  
04/06/25  
District Social Welfare Officer  
Sundargarh

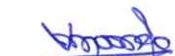
Memo No 2484 /Dt. 04-06-2025

Copy to Deputy Secretary to Government, (Nutrition) Women & Child Development Department, Orissa, Bhubaneswar for information and necessary action.

  
4.6.25  
District Social Welfare Officer  
Sundargarh

Memo No 2485 /Dt. 04-06-2025

Copy to DeGM, Sundargarh for information. He is requested to upload the tender in the District Website for Wide publication.

  
4.6.25  
District Social Welfare Officer  
Sundargarh



District Office, Sundargarh  
(Social Welfare Section)  
Sundargarh, Odisha

Tender No: 2482

Date: 04 06, 2025

**INVITATION TO TENDER  
FOR**

**SELECTION AND APPOINTMENT OF TRANSPORT CONTRACTOR FOR UNDERTAKING  
TRANSPORTATION OF FOODSTUFF UNDER SNP & SAG FEEDING PROGRAMME, SUNDARGARH.**

The District Social Welfare Officer (DSWO), Sundargarh, W&CD Department, Government of Odisha, invites sealed technical and financial bids (tender) from eligible Bidder for "SELECTION AND APPOINTMENT OF TRANSPORT CONTRACTOR FOR UNDERTAKING TRANSPORTATION OF FOODSTUFF UNDER SNP & SAG FEEDING PROGRAMME, SUNDARGARH". Bidders fulfilling the prescribed eligibility criteria of the Tender can access and download the complete Tender Document and other details from <https://sundargarh.odisha.gov.in/>

The major events under the bid process are:-

Sr. No.	List of Key Events	Critical Dates
1	Date of Issue of Tender	04-06- 2025
2	Date of Pre-Bid Meeting	12-06-2025 at 08.00 AM
3	Deadline for Submission of Pre-Bid Query	by email
4	Issue of Pre-bid Clarifications	via online mode website
5	Last Date for Submission of Bid	18-06-2025 by 05.00 PM
6	Date of Opening of Technical Bid	19-06-2025 at 11.00 AM
7	Date of Opening of Financial Bid	To be intimated to selected Bidders at later stage
8	Cost of Tender Paper	Rs 5,000/- (Rupees Five Thousand) only (Non-Refundable) in favor of DSWO, Sundargarh in shape of DD (Details have been mentioned this document)
9	EMD	Rs 2,00,000/- in favor of DSWO, Sundargarh in shape of DD (Details have been mentioned this document)

The bid complete in all respects must reach the undersigned by **Speed Post/Registered Post** only latest by **18-6-2025 before 05.00 PM** in a sealed envelope clearly mentioning on the top of it "Selection and appointment of transport contractor for undertaking transportation of foodstuff under SNP & SAG feeding programmed, Sundargarh". The Bids received beyond the last date and time will be rejected. The authority reserves the right to reject any/ all bids without assigning any reason thereof. Any addendum/corrigendum for the above will be published in the above website only.

**Address for Submission of bids:**

**District Social Welfare Office**

Collectorate Campus, At/PO/ Dist:- Sundargarh, PIN-770001, Odisha

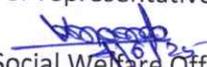
Email:-[dswosundargarh@nic.in](mailto:dswosundargarh@nic.in)

**1. Scope of Work:**

Bids in the prescribed Form are invited from Transport Contractors for undertaking Transportation of foodstuff under SNP & SAG of Sundargarh District for one year.

The approximate quantity of food grains i.e. Rice to be handled annually is about Q.17000.00 and Wheat to be handled annually is about Q.19000.00 and the total approximate value of both foodstuffs is Rs. 99.00 Lakhs (Rupees Ninety-Nine Lakhs) only annually. The maximum rate (Flat) to be quoted is Govt. approved Rate **Rs.150.00 per Qntl.** (inclusive of all taxes & duties) to each Anganwadi Centres/ SHGs point of Sundargarh District from Food Corporation of India (FCI), Rourkela/Jharsuguda/ Balijodi Depot and RRC Godown, Vedavyas/STI /FCI/ Balisankara and Hemgir Depot irrespective of distance covered. The details of the assignment are as follows:

- i. The successful transport contractor shall be required to lift Rice/Wheat under SNP&SAG from FCI Depot (Rourkela/Jharsuguda/ Balijodi) and RRC Godown, Vedavyas/STI/FCI/ Balisankara and Hemgir Depot as the case may be and transport to different Anganwadi Centres/ WSHG points of ICDS Projects under Sundargarh District.
- ii. The work is to be carried on with due diligence and in accordance with the instructions to be issued from time to time by the W & C. D. Department/ Collector/District Social Welfare Officer, Sundargarh.
- iii. The Agency shall transport by trucks, to be arranged for such quantity of food grains as may be required from day to day by the DSWO or an Officer acting on his behalf, from FSD, FCI to AWC & SHG Point.
- iv. The Agency shall take care not to mix bags of different kinds of food grains, bags containing different qualities of the same food grains and bags containing wet/damaged food grains sweepings, etc. with bags of sound grains.
- v. The Transport Contractor is required to keep continuous & close liaison with the Lifting Officer, In-charge of the RRC, Handling Agency, DSWO and other officials in respect of Programme of transportation of stock.
- vi. The Transport Contractor shall take complete care of the stocks from Food Storage Depot, FCI till it is delivery at AWC & SHG point.
- vii. The Transport Contractor shall always be bound to act with reasonable diligence and in a business-like manner and to use such skill as expected of person of ordinary prudence in the conduct of his / her activities.
- viii. The Transport Contractor shall engage competent and adequate staff to the satisfaction of DSWO for ensuring efficient transport operation in time. He / She shall furnish true, correct and up to date position/information/progress of work statement and accounts.
- ix. The Transport Contractor shall be responsible for the good conduct of his / her employees and shall compensate the DSWO for losses arising from neglect, carelessness, want of skill or misconduct of himself / herself, his / her servants or agents or representatives.
- x. The DSWO/ Lifting Officer or any official acting on their behalf, shall have the right to ask for the removal of any employee of the Agency, who in his opinion, is hampering the smooth execution of the work and his / her decision regarding losses caused by neglect and misconduct etc; of the Agency, his / her servants or agents or representatives. Such decision shall be final and binding on the Agency.

  
District Social Welfare Officer  
Sundargarh

- xi.** The Transport Contractor shall intimate the Lifting Officer/ DSWO or other Officers authorized to act on his / her behalf, the name of one or more responsible representative(s) authorized to act on his / her behalf in day to day working of the contract. Such authorized person shall be authorized by the Agency through a "Power of Attorney" in a stamp paper worth Rs.50/- duly registered before competent authority. The Agency shall be liable for all the activities of authorized person. It shall be the duty of those representative(s) to call at the office of the Lifting Officer or an officer acting on his behalf, every day and generally to remain in touch, with them, to obtain information about transport operation and to report the progress of transport work etc.
- xii.** The Transport Contractor shall take adequate steps and necessary precautions to avoid wastage or damage to the food grains during transportation. The Agency shall be liable for any loss which the DSWO may suffer from any loss in quantity and quality of stock transported by him / her. The decision of the DSWO on such loss shall be final and binding on the Agency.
- xiii.** The Transport Contractor shall have adequate vehicle arrangements for transport operation within the stipulated period as communicated by the DSWO. The Agency shall accordingly assess the requirement of vehicles for completion of the work within the stipulated period.
- xiv.** The Transport Contractor has to assess the requirement to utilize small vehicles for transportation of stock in areas where heavy vehicle cannot operate and during the restriction time of movement of heavy vehicles inside the urban area.
- xv.** The Transport Contractor shall provide sufficient number of tarpaulins for each truck to cover the foodgrains during transportation to protect those from rains and other natural calamities. He / She shall be responsible for any loss or damage that may arise due to his / her failure to supply adequate number of tarpaulins or to take reasonable precautions. The decision of the DSWO in this matter shall be final and binding on the Agency
- xvi.** The Transport Contractor shall strictly abide by all rules and regulations of Transport Department, Police, Municipal Authorities and other local bodies. The Agency shall not load more than permissible quantity of foodgrains in each truck before transportation as provided under M.V. Act. If the Agency shall load the stock beyond permissible limit provided under the statute, he / she shall be responsible for such violation of statute & any consequential penalty thereof. The DSWO shall not be liable for such act of Agency.
- xvii.** The Transport Contractor shall be responsible for keeping a complete and accurate account of transport operation of food grains undertaken by him / her and shall render accounts and furnish returns and statements in such a manner as may be prescribed by the DSWO or the Officer acting on his behalf.
- xviii.** The Transport Contractor shall obtain transit insurance coverage of the food grains stocks at economic cost & purchase price of rice& wheat respectively in the name of DSWO. Covering all type of risks from the point of loading to trucks, transporting to specified AWC & SHG POINT till the stock is delivered. No shortage of food grains will be admissible during transit that may happen due to theft/fire/accident/riot/ flood or any other natural and unforeseen happenings.
- xix.** The Transport Contractor shall be responsible for the safety of the food grains while transporting through trucks. He / she shall also exercise adequate care and take precautions to ensure that the food grains is not damaged while in transit in his / her trucks to specified SHG & AWC Point. He/she shall be liable to make good the value of any shortage, wastage,

  
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losses or damage to the food grains in transit both for quantity & quality at the rate intimated at Clause above.

- xx. The Transport Contractor shall be responsible for performing all or any of the service detailed in and arising out of this contract also at night without any additional remuneration, whenever required by the DSWO or an Officer acting on his/ her behalf.
- xxi. The Transport Contractor shall, whenever required, supply emergency light for carrying out work during night.
- xxii. The Transport Contractor shall be liable for all costs, damages, charges and expenses suffered or incurred by the DSWO due to the Agency's negligence and un-workman like performance of any service under this contract or breach of any terms thereof and for all damages or losses occurred to the DSWO due to any act whether negligence or other wise of the Agency himself / herself or his / her employees. The decision of the DSWO regarding such failure of the Agency and his / her liability for the losses etc. suffered by DSWO shall be final and binding on the Transport Agency.
- xxiii. The Transport Contractor should carry weighing scale and its devices in his cargo and give delivery of foodstuff at AWC/ WSHG Points on proper weightment in presence of AWC/WSHG Members and two members of Community (preferably mothers).
- xxiv. The Transport Contractor shall provide the information on day-to-day transport operation. The Agency shall have computer, internet connectivity and trained computer personnel at his / her disposal for transmission of computerized data on day-to-day basis.
- xxv. The Transport Contractor shall guarantee the transportation of assigned quantity within the stipulated time, failing which the entire Security Deposit or part of it may be forfeited at the discretion of the DSWO.
- xxvi. If required so, the Transport Contractor shall submit the stamped receipts of different check gates located en-route in proof of transportation of foodgrains for release of his bills
- xxvii. The Tender Committee will judge the feasible rate of transportation to award the tender, it is not that the tender will be awarded to the bidder quotes the lowest rate, if the rate is not feasible.
- xxviii. In no circumstances, the selected transport agent can sub-let the work to anybody or any other firm. In case he sub-lets the work, the engagement order will be cancelled forthwith and EMD will be forfeited to Government. The DSWO also reserves the right to black list the Transport Contractor for 3 years.
- xxix. Any bribe, commission, gift or advantage given, promised or offered by or on behalf of the Agency or any one of their partners / Directors / Agents or servant or any one-else on their behalf to any officer, servant, representative or agent of the DSWO or any person on his or their behalf for showing or for bearing favor or disfavor to any person in relation to the contract, shall be subject to the cancellation of this contract or any other contract with DSWO also to payment any loss or damage resulting from such cancellation by the Transport Contractor.
- xxx. The Collector/DSWO reserves the right to negotiate with the Tenderers and the decision of the District Tender Committee is final and binding.

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- xxxvi. In case of violation of conditions of agreement, the agent will be booked under IPC, Essential Commodities Act, Prevention of Food Adulteration act and prevention of Black-Marketing Act.
- xxxvii. The contract is liable to be cancelled at any time by the Collector, Sundargarh in case of change of Government policy or scheme or specification.
- xxxviii. The Collector may terminate the contract with the contract period for violation of Terms of agreements for any other reason to be recorded in writing.
- xxxix. Notwithstanding anything else contained to the contrary in the tender documents, the authority reserves right to cancel/withdrawn /modify or reject any or all the tenders received without assigning any reason thereof.
- xl. The authority reserves the right to accept or reject any or all the Tenders without assigning any reason thereof.
- xli. The Successful Transport Contractor shall have to enter into an agreement with the Collector, Sundargarh/Authorized representative of Collector, Sundargarh as per Terms and Conditions within 07 (Seven Days) of the intimation of acceptance of Tender.
- xlii. No transit shortage shall be allowed to the Transport Contractor during transportation. In case of any shortage of stock / damage of stock/ diversion of stock, in quantity and quality, during transit shall be recovered from the dues of the Agency. The value shall be recovered at the following rate.
- Rice – At three time economic cost of rice fixed by Govt. of India,
  - Wheat – At three times of purchase price of wheat from FCI.

## 2. Submission of bills and Payments

- Payment shall be made against submission of bills on completion of delivery of stock as per orders of the DSWO duly acknowledged by the recipients of stock to whom it is concerned as per approved rates incorporated in the agreement.
- The transportation charges bills will be submitted quarterly to the District Social Welfare Officer, Sundargarh on completion of delivery of stock as per orders of the competent authority on production of printed serially numbered delivery Challan duly acknowledged by the recipients of stock to whom it is concerned with other documents for payment of dues. The District Social Welfare Officer shall have the right to deduct and adjust any amount found recoverable towards loss or damage of the foodstuff.
- The District Social Welfare Officer concerned shall have the right to deduct and adjust any amount found recoverable towards loss and damage or both. No advance or part payment will be made. Non-submission of bills with stock delivery position at delivery points within fifteen days of completion of lifting may lead to take legal action against the Transport Agent.
- The Agency will submit bills on quarterly and the payment will made accordingly. Failing which penalty shall be imposed at such rate and in such manner as will be decided by the DSWO.
- The payment shall be made by the DSWO within 30 days of submission of complete set of bills and other required document as mentioned above.

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- vi. Payment shall be made on realizing the cost of shortage at the rate as specified at Clause- 1 sub clause (xxxvii).
- vii. The payment shall be made through PFMS system for which the following details shall be provided by the Agency at the time of signing of the contract:
  - Cancelled Cheque.
  - PAN Copy.
  - GST registration Certificate.
  - Income Tax (TDS) & taxes under any other Act shall be recovered from the bills of the Agency at the applicable rate.
- viii. The ceiling price approved by Government in W & C.D. Department is Rs. 150/- (Rupees One-Hundred Fifty) only per quintal of food stuff for transportation from FCI point to all AWC/WSHG points of all ICDS Projects of Sundargarh District. No request for enhancement of approved rates shall be entertained during the term of agreement.
- ix. Default in submission of accounts of delivery of stocks and claim bills within seven days after completion of lifting from FCI/ RRC depots will lead to cancellation of engagement order for rest period of the contract period and in no case he/she will be allowed for further lifting of food stuff as well as forfeiture of EMD by Collector, Sundargarh and initiating legal action against the Transport Contractor. Any relaxation in this regard will be at discretion of DSWO/Collector, Sundargarh.

### 3. Project Cycle:

- i. The assignment is initially for a period of one year from the date of contract or effective date. The period of contract may be curtailed or extended depending upon the performance of the Transport Contractor and requirements. The period of contract can be extended on the same rates, terms and conditions for a further period at the discretion of the Collector, Sundargarh. The quoted rate shall be valid for 1 (one) year. No escalation in price on account of any reason whatsoever will be allowed during the currency of the contract. The contract price shall be inclusive of all types of taxes, duties, levies, check gate, parking and service charges. No variation in the above taxes, duties etc. will be entertained during the currency of the contract. Even if the contract is extended beyond one year for the said assignment the rate/Price will remain same.

### 4. GENERAL TERMS AND CONDITION:

- i. The Transport Contractor will take care of the insurance of the transporting vehicle as well as of the Drivers/ Helpers.
- ii. In case of frequent violation of the terms and conditions, the contract can be terminated forthwith at the cost of the Transport Contractor.
- iii. The DSWO is not bound to accept the lowest rates and reserves the right to accept tender in whole or in part or can reject it entirely without assigning any reason.
- iv. The Transport Contractor shall abide by all statutory laws, rules, and regulations of the State Govt. Central Govt. as per jurisdiction.
- v. No manpower should be engaged exclusively for this contract, when the contract terminates, there shall be no physical or normal pressure on the DSWO Sundargarh, on grounds of "person displaced from their job". The DSWO will not entertain such a claim.
- vi. During the agreement period, all safety measures must be taken care of by the transport Contractor for the transporting vehicle and the personnel engaged under this contract.

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Any safety hazard occurring during the contract period shall be the sole responsibility of the Transport Contractor. The DSWO shall in no way be liable for any such incident occurring during or in connection with this contract.

- vii. The contract can be terminated at any point of time, giving prior notice of one month considering the requirement of the District administration. In case of unsatisfactory services, the contract of the Transport Contractor may be terminated giving one week's notice.
- viii. The DSWO reserves the right to cancel/ reject any or all bids without assigning any reason thereof. The DSWO reserves the right to accept the whole or any part of the tender and the same shall be binding on the Transport Contractor. The contract cannot be outsourced to a third party.
- ix. The Transport Contractor shall be responsible for ensuring compliance with the provisions related to Labour Law and especially the Minimum Wages Act., Payment of wages Act, PF, ESI, Act, Payment of Bonus Act, Contract Labour (R&A) Act, Workmen compensation Act etc. as applicable from time to time.
- x. The Transport Contractor has to make an agreement with DSWO on Rs.100/- Non- Judicial Stamp Paper.
- xi. In case of non-satisfactory performance of the contract, DSWO shall have a right to forfeit the performance security.
- xii. The DSWO will not be responsible for any challan, loss, damage or accident to the transporting vehicle or to any other vehicle or injury, Death etc. All transporting vehicle provided by the Transport Contractor will be duly insured for third party risk and in case of any accident or damage it will be the sole responsibility of Transport Contractor to pay compensation to the claimants and the DSWO will not be responsible for any payment or for other violations.
- xiii. In case of break down/Routine maintenance the Transport Contractor will provide substitute transporting vehicle without affecting the service. In case the transportation vehicle is not provided and the service gets affected, the penalty will be imposed on the Transport Contractor.

#### 5. Eligibility Criteria for Technical Qualification

- i. The Bidder should have at least 04 trucks/transport Vehicle leased/registered in bidders name. *(Copy of Registration Certificates, Fitness Certificate & Valid Insurance of trucks/transport vehicle along with the list to be enclosed).*
- ii. The Bidder should be
  - a Limited Liability Partnership ("LLP") registered under the LLP Act, 2008. OR
  - a "Partnership Firm" registered under the Indian Partnership Act, 1932 OR
  - an Indian Company ("Company") registered under the Companies Act, 1956/2013. OR
  - a Sole Proprietorship Firm registered as such under any of the applicable laws in India.

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*(Scanned copy of the Registration Certificate/MOA and AOA/Certificate of Incorporation/GST Registration or any other relevant document should be enclosed as a proof for above criteria)*

- iii. The bidder must furnish, the tender paper cost (DD) amounting to Rs. **5,000/-** (Rupees Five Thousand) Only (Non refundable) as detailed below.
- iv. The desirous bidders must submit the required EMD of INR **200,000/-** (Indian National Rupees Two Lakh) as bid security with technical bid as detailed below.
- v. Recent Solvency Certificate valued for Rs. **30.00 Lakhs** (Rupees Thirty Lakhs) only from the competent authority should be furnished along with the Tender Paper failing which the Tender will be liable for rejection
- vi. The Bidder must have a GSTIN number and submit a self-attested copy of the certificate of Registration.
- vii. The Bidder must have a PAN number and submit a self-attested copy of a certificate of PAN Card.
- viii. The Bidder must have submitted an Income Tax Return for the last three years (2022-23, 2023-24 & 2024-25). Copies to be attached.
- ix. The Bidder shall submit the Common Carrier License from competent authority as per the Carriage by Road Act, 2007 & Carriage by Road Rules, 2011 and as amended time to time.
- x. Certificate from District Collector/ any Government Organization etc about past experience if any, in handling/Storage Transport work under SNP/SAG/MDM should be furnished along with the Tender Paper and will be given priority. Accepting authority shall have the right to accept or not the Tender of Firms/ Parties who have not performed satisfactory in preceding 03 years under Government of Odisha.
- xi. The Bidder or any of his family members should not be a Rice Miller or partner directly indirectly or miller agent (purchase & supplier of paddy) or transporting agents of Civil Supplies Corporation /retailer of PDS. An affidavit to this effect is to be furnished along with the tender paper in Tech -6.(Affidavit to be enclosed).
- xii. The Bidder must attach a turnover and net worth certificate dully signed by the Chartered Accountant for the last three financial years i.e. F.Y. 2022-23, 2023-24, 2024-25 as per TECH-3 of Technical Bid Format. The minimum average annual turnover of the bidder should be at least INR 50 Lakhs and should have cumulative positive net worth of at least INR 30 Lakhs for last three (3) years (FY 2022-23, FY 2023-24, FY 2024-25).
- xiii. Bidder must submit a declaration/undertaking to the effect that the firm has not been blacklisted/banned/suspended/debarred from any organization/institute and no case is pending with the police or in court of law against their name, duly notarized. If the same is found at any point of time in any circumstance, the contract shall be terminated and performance guarantee shall be forfeited. *(To be submitted as per TECH -4 of Technical Bid Format)*
- xiv. Bidder must submit a Power of Attorney in the name of the person signing the proposal. Original Power of Attorney (Notarized on a Rs. 100/- Non-Judicial Stamp Paper) *(original to be enclosed with bid as per TECH-5 of Technical Bid Format).*

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- xv. Copy of the entire tender document must be numbered page-wise and duly self- attested and stamped on each page as a token of acceptance of our terms and conditions.
- xvi. Joint venture or consortium is not allowed for this assignment.

**NOTE:** If the bidder is registered with Micro and Small Enterprises (MSEs) as defined in MSE Procurement Policy issued by Department of Micro, Small and Medium Enterprises (MSME) then to avail its benefits related to tender, necessary documents shall be submitted along with technical bid documents.

**The copies of documents submitted towards Eligibility criteria are to be substantiated through production of originals, when asked for.** The Tenderer should have minimum above mentioned Trucks/ transport vehicle standing in his own name/leased in favor of Firm only to avoid interruption in feeding programme during Strikes/Bandh .

#### 6. Cost of Tender Paper:

The bidder must furnish as part of technical proposal, the required Tender paper cost amounting to Rs. 5,000/- (Rupees Five Thousand) Only (Non-Refundable) in the shape of DD from any Nationalized/Scheduled Bank in favor of "DSWO, Sundargarh" and payable at Sundargarh, its validity shall not be less than 90 (Ninety) days from the Bid Due Date. Proposals received without a bid processing fee will be rightly rejected.

#### 7. Earnest Money Deposit (EMD)

The Bidder must furnish as part of the technical bid, an Earnest Money Deposit (EMD) amounting to INR 2,00,000/- (Rupees Two Lakh only) in shape of DD from any scheduled Nationalized/Scheduled bank in favour of "DSWO, Sundargarh" payable at Sundargarh. The EMD of unsuccessful Bidders shall be refunded after finalization of selection process and award of contract. The EMD of the successful Bidder will be released only after furnishing the required Performance Bank Guarantee (PBG) and signing of the contract. The EMD will be forfeited on account of the following reasons:

- A Bidder engages in a corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice as envisaged under this TENDER (including the standard form of Work Order); or,
- If any Bidder withdraws its Bid during the Bid Validity Period as specified in this TENDER and as extended by the Bidder from time to time; or,
- In the case of the Selected Bidder, if the Selected Bidder fails to accept the Work Order or execute the Contract or fails to furnish the Performance Security within the specified time limit; or
- If the Bidder commits any breach of terms of this TENDER or is found to have made a false, representation to DSWO; or
- A Bidder submits a non-responsive Bid.

#### 8. Validity of the Bid

Bids shall remain valid for a period of **90 (Ninety Days)** from the date of opening of the Technical Bid. The DSWO reserves the rights to reject a bid valid for a shorter period as non-responsive and will make the best efforts to finalize the selection process and award of the contract within the bid validity period. The bid validity period may be extended on mutual consent.

*[Handwritten Signature]*  
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## 9. Pre-Bid meeting

Bidders can submit their queries in respect of the Tender and other details, if any, to DSWO Sundargarh through email [dswosundargarh@nic.in](mailto:dswosundargarh@nic.in) before the pre-bid meeting. **The Pre-bid meeting will be held in the DSWO office, Collectorate campus, Sundargarh-770001 at specified date and time mentioned above.** Clarifications to the above will be uploaded in <https://sundargarh.odisha.gov.in/> of the respective Bidders for the purpose of preparation of the bid.

## 10. Submission of Bid

Bidders must submit their bids by **Registered Post / Speed Post only** to the specified address on or before the last date and time for submission of bids. The Client will not be responsible for postal delay / any consequence in receiving the bids. Each part should be separately bound with no loose sheets. Each page should be numbered and in conformation to the eligibility qualifications and clearly indicated using an index page. The Client will not consider any bid that arrives after the deadline. Any bid received after the deadline will be rightly rejected by the Authority. Bidders should submit only 1 bid.

The procedure for submission of the bid is described below:

### i. Technical Bid (Original):

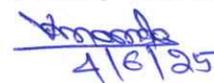
The envelope containing technical bid shall be sealed and superscripted as **"TECHNICAL BID– Selection and appointment of transport contractor for undertaking transportation of foodstuff under SNP & SAG feeding programme, Sundargarh."** and to be furnished inside one envelope. The duly filled-in technical Bid submission forms, with all the supportive documents and information must be furnished as part of technical Bid.

### ii. Financial Bid (Original):

The envelope containing financial bid shall be sealed and superscripted as **"FINANCIAL BID – Selection and appointment of transport contractor for undertaking transportation of foodstuff under SNP & SAG feeding programme, Sundargarh"** and to be furnished inside one envelope. The duly filled-in financial bid forms should contain the detail price offer for the proposed assignment and to be furnished as per the prescribed format only. The financial bid shall not include any conditions attached to it and any such conditional financial bid shall be rejected.

The **"Technical Bid"** and **"Financial Bid"** must be submitted in two separate sealed envelopes (with respective markings in bold letters) along with the prescribed formats/information mentioned in the Tender Document. The first envelope must be marked as **"TECHNICAL BID (Selection and appointment of transport contractor for undertaking transportation of foodstuff under SNP & SAG feeding programme, Sundargarh)"**.

**Any deviation from the prescribed procedures / information / formats / conditions shall result in out-right rejection of the bid. All the pages of the bids must be sealed and signed by the authorized representative of the Bidder. Bids with any conditional offer shall be**

  
4/6/25

**rightly rejected. All pages of the Bid must have to be sealed and signed by the authorized representative of the Bidder. Any conditional bids will be rejected.**

The second envelope must be marked as "**FINANCIAL BID (Selection and appointment of transport contractor for undertaking transportation of foodstuff under SNP & SAG feeding programme, Sundargarh)**" and it should contain Financial Bid only. Both the above envelopes must be sealed and placed inside a third main envelope with proper labelling of following information in bold:

**NAME OF THE ASSIGNMENT:**

**Tender NUMBER AND DATE:**

**NAME OF THE BIDDER:**

**DEADLINE FOR SUBMISSION OF BID:**

**NAME AND ADDRESS OF THE BIDDER:**

**CONTACT NUMBER OF THE BIDDER:**

#### **11. EVALUATION OF TECHNICAL BID**

- i. The bidder should submit their bid(s) in the format attached.
- ii. The DSWO will open the Technical Bids in the presence of the Bidders or of their representatives who choose to attend at the appointed place and time. They must bring proper authorization from their firm/ Agency at the time of opening of the bids, failing which they will not be allowed to participate in the opening process
- iii. The bid of any bidder who has not complied with one or more of the conditions prescribed in the eligibility criteria for technical qualification will be summarily rejected.
- iv. The bidder must produce the original documents towards the eligibility criteria for technical qualification on the date of opening of tender for verification. Besides this, DSWO has reserved the right to verify the documents submitted by those organizations who have issued such certificates.

#### **12. EVALUATION OF FINANCIAL BID**

- i. Financial bids of only the technically qualified bidders will be opened for evaluation in the presence of qualified bidders.
- ii. The financial bid shall contain the exact charges as applicable (as per the FIN- 1 of financial bid format). Further, the Collector/DSWO, Sundargarh also reserves the right to cancel the financial bid of any bidder if it is found that the charges quoted are unreasonable or unjustified.
- iii. One authorized representative of each of the bidders would be permitted to be present at the time of opening of the bids.
- iv. The L1 price will be decided on the basis of the lowest quoted cost.
- v. Financial negotiations shall only be carried out if the Rates/Prices quoted are not found to be reasonable/High. If the negotiation with L1 bidder fails, then the authority may invite the L2 bidder to execute the assignment at the Rate/Price of L1. If the negotiation with the L2 bidder fails, the authority shall cancel the bidding process and re-invite the bids for the assignment.
- vi. The letter for award of contract will be issued to you only after receipt of the performance guarantee. The Successful bidder, after receipt of the work order, will enter in a contract.

#### **13. ARBITRATION**

In case of any dispute or difference arising out of or in connection with the tender conditions and contract, the DSWO will address the dispute/ difference for a mutual resolution and failing which,

  
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the matter shall be referred for arbitration to a sole Arbitrator to be appointed by the Collector, Sundargarh as per Arbitration and Conciliation Act, 1996.

#### 14. JURISDICTION

The Court at Sundargarh alone will have the jurisdiction to try any matter, dispute or reference between parties arising out of this tender/ contract. It is specifically agreed that no court outside and other than Sundargarh court shall have jurisdiction in the matter.

#### 15. FORCE MAJEURE

If at any time during the currency of the contract, either party is subject to force majeure, which can be termed as civil disturbance, riots, strikes, tempest, acts of God etc., may prevent either party from discharging his obligation, the affected party must promptly notify the other party about the happening of such an event. Neither party shall be reason of such an event to be entitled to terminate the contract in respect of such performance of their obligations. The obligations under the contract shall be resumed as soon as practicable after the event has come to an end or ceased to exist. The performance of any obligations under the contract shall be resumed as soon as practicable after the event has come to an end or ceased to exist. If the performance of any obligation under the contract is prevented or delayed by reason of the event beyond a period mutually agreed to any or seven days, whichever is more; either party may at its option terminate the contract.

#### 16. PERFORMANCE GUARANTEE

The Transport Contractor shall have to deposit 5% of contract value, towards Performance Bank Guarantee by way of Demand Draft/ Bank Guarantee issued by a Nationalized/ Scheduled Commercial Bank in favour of District Social Welfare Officer (DSWO), Sundargarh. The bank guarantee should be valid for 60 days beyond the period of contract. In case the contract is extended the Transport Contractor will submit the fresh Performance Guarantee (PG) and the PG should be valid for 60 days beyond the extended period of contract.

Within Seven (7) working days of notifying the acceptance of a proposal for award of contract/ LOI, the qualified Agency shall have to furnish a Performance Bank Guarantee.

The bank guarantee must be submitted after award of contract/LOI but before signing of contract. The Transport Contractor must renew the bank guarantee on same terms and conditions for the period up to contract including extension period, if any.

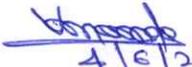
Performance Bank Guarantee would be returned only after successful completion of tasks assigned to the selected Agency, and audit of accounts of the storage and transporting agent, only after adjusting/recovering any dues recoverable/payable from/by the selected Agency on any account under the contract.

The whole or part of Security deposit will be forfeited for illegal performance or breach of any Terms and Conditions of Agreement during the period of contract.

Failure to comply with the requirements shall constitute sufficient grounds for the forfeiture of the PBG. The PBG shall be released immediately after three months of expiry of contract provided there is no breach of contract on the part of the qualified Agency. No interest shall be paid on the PBG.

On submission of this performance guarantee and after signing of the contract, the EMD would be returned in original.

In the event of premature termination of the contract, the DSWO, shall have the right to forfeit the entire or part of the amount of security deposit deposited by the Agency or to appropriate

  
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the security deposit or any part, there for towards the satisfaction of any sum due to the claim for any damages, losses, charges, expenses or costs that may be suffered or incurred by the DSWO.

The decision of the DSWO in respect of such damage, losses, charges, costs or expenses shall be final and binding on the Agency.

In the event of the security being insufficient or if the security has been wholly forfeited, the balance of the total sum recoverable as the case may be, shall be deducted from any sum due or which at any time thereafter may become due to the Agency under this or any other contract with the DSWO. In the event of that any sum found not sufficient to cover up the full amount recoverable, the Agency shall pay to the DSWO on demand, the remaining balance due.

## 17. Conflict of Interest

A Bidder shall not have a conflict of interest (the "Conflict of Interest") that affects the Bidding Process. Any Bidder found to have a Conflict of Interest shall be disqualified. In the event of disqualification, the Authority shall be entitled to forfeit and appropriate the Bid Security (EMD), as mutually agreed genuine pre-estimated loss and damage likely to be suffered and incurred by the Authority and not by way of penalty for, inter alia, the time, cost and effort of the Authority, including consideration of such Bidder's bid (the "Damages"), without prejudice to any other right or remedy that may be available to the Authority under the Bidding Documents and/ or the Agreement or otherwise. Without limiting the generality of the above, a Bidder shall be deemed to have a Conflict of Interest affecting the Bidding Process, if:

- i. the Bidder or its Associate and any other Bidder or its Associate thereof have common controlling shareholders or other ownership interest; provided that this disqualification shall not apply in cases where the direct or indirect shareholding of a Bidder or an Associate thereof (or any shareholder thereof having a shareholding of not more than 25% (twenty-five per cent) of the paid up and subscribed share capital of such Bidder or Associate, as the case may be) in the other Bidder or Associate is not more than 25% (twenty five per cent) of the subscribed and paid up equity share capital thereof; provided further that this disqualification shall not apply to any ownership by a bank, insurance company, pension fund or a public financial institution referred to in sub-section (72) of section 2 of the Companies Act, 2013. For the purposes of this Clause indirect shareholding held through one or more intermediate persons shall be computed as follows: (aa) where any intermediary is controlled by a person through management control or otherwise, the entire shareholding held by such controlled intermediary in any other person (the "Subject Person") shall be taken into account for computing the shareholding of such controlling person in the Subject Person; and (bb) subject always to sub-clause (aa) above, where a person does not exercise control over an intermediary, which has shareholding in the Subject Person, the computation of indirect shareholding of such person in the Subject Person shall be undertaken on a proportionate basis; provided, however, that no such shareholding shall be reckoned under this sub-clause (bb) if the shareholding of such person in the intermediary is less than 26% of the subscribed and paid up equity shareholding of such intermediary; or
- ii. a constituent of such Bidder is also a constituent of another Bidder; or
- iii. such Bidder or any Associate thereof receives or has received any direct or indirect subsidy, grant, concessional loan or subordinated debt from any other Bidder or any Associate thereof or has provided any such subsidy, grant, concessional loan or subordinated debt to any other Bidder or any Associate thereof; or

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- iv. such Bidder has the same legal representative for purposes of this Bid as any other Bidder; or
- v. such Bidder, or any Associate thereof has a relationship with another Bidder, or any Associate thereof, directly or through common third party/ parties, that puts either or both of them in a position to have access to each other's information about, or to influence the Bid of either or each other; or
- vi. such Bidder, or any Associate thereof has participated as a consultant to the Authority in the preparation of any documents, design or technical specifications of the Project.

#### 18. Grant of Work Order

- i. After selection, a work order ("Work Order") will be issued, in duplicate, by DSWO to the Selected Bidder(s). The Work Order will be handed to the Selected Bidder or emailed or posted to the Selected Bidder's address as given in the Tender and such handing or emailing or posting shall be deemed good service of such a notice. The Selected Bidder (s) shall, within 03 (three) working days of the receipt of the Work Order, sign and return the duplicate copy of the Work Order in acknowledgement thereof. Thereafter, the Selected Bidder will enter into a Agreement with DSWO ("Selected Bidder") and shall work in accordance with the SOW mentioned in the Tender.
- ii. The acceptance of the Work Order by the Selected Bidder shall create binding obligations upon the Selected Bidder to fulfil the conditions as specified in this Tender and the Work Order, including the execution of the Contract within the prescribed time, all to the satisfaction of DSWO.
- iii. In the event the duplicate copy of the Work Order duly signed by the Selected Bidder (s) is not received by the stipulated date, DSWO may, unless it consents to extension of time for submission thereof, appropriate the Earnest Money Deposit of such Selected Bidder(s) as mutually agreed genuine pre-estimated loss and damage suffered by DSWO on account of failure of the Selected Bidder(s) to acknowledge the Work Order.
- iv. Additionally, non-acceptance of the Work Order by the Selected Bidder within the time prescribed therein shall lead to forfeiture of the Earnest Money Deposit of such Selected Bidder and thereafter, DSWO shall be free to award the Project to the next Bidder in sequence, or to proceed in the manner as considered in the best interest of DSWO, at the sole discretion of DSWO.

#### 19. Disclosure

- i. Bidders have an obligation to disclose any actual or potential conflict of interest. Failure to do so may lead to disqualification of the Bidder or termination of its contract.
- ii. Bidder must disclose if they are or have been the subject of any proceedings (such as blacklisting) or other arrangements relating to bankruptcy, insolvency, or the financial standing of the Bidder, including but not limited to appointment of any officer such as a receiver in relation to the Bidder's personal or business matters or an arrangement with creditors, or of any other similar proceedings.
- iii. Bidder must disclose if they have been convicted of, or are the subject of any proceedings relating to:

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- a) A criminal offence or other serious offence punishable under the law of the land, or where they have been found by any regulator or professional body to have committed professional misconduct.
- b) Corruption including the offer or receipt of an inducement of any kind in relation to obtaining any contract.
- c) Failure to fulfil any obligations in any jurisdiction relating to the payment of taxes or social security contributions.

## 20. Anti-corruption Measure

- i. Any effort by Bidder(s) to influence the DSWO in the evaluation and ranking of financial bid, and recommendation for award of contract, will result in the rejection of the bid.
- ii. A recommendation for award of Contract shall be rejected if it is determined that the recommended Bidder has directly, or through an agent, engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the contract in question. In such cases, the DSWO shall blacklist the Bidder either indefinitely or for a stated period, disqualifying it from participating in any related bidding process for the said period.

## 21. Language of Bids

The Bid and all related correspondence exchanged between the Bidder and the Client shall be written in the **English** language. Supporting documents and printed literature that are part of the bid may be in another language provided they are accompanied by an accurate translation of the relevant passages in English with self- certification for accuracy, in which case, for the purposes of interpretation of the Bid, the translated version shall govern.

## 22. Confidentiality

Information relating to the examination, clarification, evaluation and recommendation for the Bidders shall not be disclosed to any person who is not officially concerned with the Bidding Process or is not a retained professional advisor advising the Authority in relation to, or matters arising out of, or concerning the Bidding Process. The Authority will treat all information, submitted as part of the Bid, in confidence and will require all those who have access to such material to treat the same in confidence. The Authority may not divulge any such information unless it is directed to do so by any statutory entity that has the power under law to require its disclosure or is to enforce or assert any right or privilege of the statutory entity and/ or the Authority or as may be required by law or in connection with any legal process. Amendment of the Tender Document

At any time before submission of bid, the DSWO may amend the Invitation Tender by issuing an addendum through mentioned website. Any such addendum will be binding on all the Bidders. To give Bidders reasonable time in which to take an addendum into account in preparing their bids, the Authority may, at its discretion, extend the deadline for the submission of the bids.

## 23. Authority's right to accept any bid, and to reject any or all bid/s

The Authority reserves the right to accept or reject any bid, and to annul or amend the bidding/selection/evaluation process and reject all bids at any time prior to award of contract award, without assigning any reason there of and thereby incurring any liability to the Bidders.

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## 24. Disqualification of Bid

The Bid is liable to be disqualified in the following cases as listed below:

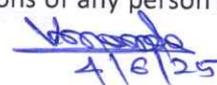
- i. Bid submitted without EMD as applicable.
- ii. Bid not submitted in accordance with the procedure and formats as prescribed in the Tender document.
- iii. During validity of the bid, or its extended period, if any, the Bidder increases the quoted prices.
- iv. Bid is received in incomplete form.
- v. Bid is received after due date and time for submission of bid.
- vi. Bid is not accompanied by all the requisite documents / information.
- vii. Bids with any conditional technical and financial offer.
- viii. If the Bidder provides any assumptions in the financial bid or qualifies the commercial bid with its own conditions, such bid will be rejected even if the commercial value of such bid is the lowest / best value.
- ix. Bid is not properly sealed or signed.
- x. Bid is not conforming to the requirement of the scope of the work of the assignment.
- xi. Bidder tries to influence the bid evaluation process by unlawful/corrupt/fraudulent means at one or any point of time during the bid process.
- xii. If, any of the bid documents, excluding the commercial bid, submitted by the Bidder is found to contain any information on price, pricing policy, pricing mechanism or any information indicative of the commercial aspects of the Bidders or any person acting on its behalf indulges in corrupt and fraudulent practices.
- xiii. Any other condition/situation which holds the paramount interest of the Authority during the overall section process.

## 25. Fraud and Corrupt Practices

The Bidders and their respective officers, employees, agents and advisers shall observe the highest standard of ethics during the Bidding Process. Notwithstanding anything to the contrary contained herein, DSWO may reject a Bid without being liable in any manner whatsoever to the Bidder, if it determines that the Bidder, directly or indirectly or through an agent, engaged in corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice in the Bidding Process. In such an event, DSWO shall be entitled to forfeit and appropriate the Bid Security or Performance Security, as the case may be, as Damages, without prejudice to any other right or remedy that may be available to DSWO under the Bidding Documents and/ or the Agreement, or otherwise.

Without prejudice to the rights of the DSWO hereinabove and the rights and remedies which DSWO may have under the TENDER, or otherwise if a Bidder is found to have directly or indirectly or through an agent, engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice during the Bidding Process such Bidder, at the sole and absolute discretion of DSWO, shall not be eligible to participate in any tender or TENDER issued by DSWO during a period of 2 (two) years from the date such Bidder, is found to have directly or indirectly or through an agent, engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practices, as the case may be. The following terms shall have the meaning hereinafter respectively assigned to them:

- (a) "corrupt practice" means (i) the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence the actions of any person connected with the

  
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- Bidding Process (for avoidance of doubt, offering of employment to or employing or engaging in any manner whatsoever, directly or indirectly, any official of DSWO who is or has been associated in any manner, directly or indirectly, with the Bidding Process or work order or has dealt with matters concerning the Agreement or arising therefrom, before or after the \ execution thereof, at any time prior to the expiry of one year from the date such official resigns or retires from or otherwise ceases to be in the service of the DSWO , shall be deemed to constitute influencing the actions of a person connected with the Bidding Process); or
- (ii) save and except as permitted under the Clause of this TENDER, engaging in any manner whatsoever, whether during the Bidding Process person in respect of any matter relating to the Project, who at any time has been or is a legal, financial or technical adviser of DSWO in relation to any matter concerning the Project;
  - (b) "Fraudulent Practice" means a misrepresentation or omission of facts or suppression of facts or disclosure of incomplete facts.
  - (c) "Coercive Practice" means impairing or harming, or threatening to impair or harm, directly or indirectly, any person or property to influence any person's participation or action in the Bidding Process.
  - (d) "Undesirable Practice" means (i) establishing contact with any person connected with or employed or engaged by the Project Sponsoring Authority with penal the objective of canvassing, lobbying or in any manner influencing or attempting to influence the Bidding Process; or (ii) having a Conflict of Interest; and
  - (e) "Restrictive practice" means forming a cartel or arriving at any understanding or arrangement among Bidder with the objective of restricting or manipulating a full and fair competition in the Bidding Process.

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### TECHNICAL BID FORMAT

TECH -1	:	Cover Letter
TECH --2	:	Technical Bid in Standard Format with all the Supporting Documents
TECH --3	:	Annual turnover and net worth certificate from an Independent Chartered Accountant firm.
TECH --4	:	Self-Declaration on Non-Judicial Stamp Paper in original that the organization is currently not blacklisted/banned/suspended/Debarred by any Government or any of its agencies.
TECH --5	:	Power of Attorney in the name of the person signing the tender document. Original Power of Attorney.
TECH-6	:	The Bidder or any of his family members should not be a Storage Agent /Rice Miller or partner directly indirectly or miller agent (purchase & supplier of paddy) or transporting agents of Civil Supplies Corporation /retailer of PDS .An affidavit to this effect is to be furnished along with the tender paper.

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**TECHNICAL BID  
TECH- 1  
COVER LETTER**

*[On the Letter Head of the Applicant]*

Date:

Place:

To  
District Social Welfare Officer,  
Sundargarh- 770001,  
Odisha

**Subject: Submission of Technical Bid for Selection and appointment of transport contractor for undertaking transportation of foodstuff under SNP & SAG feeding programme, Sundargarh.**

Ref: Tender No.: \_\_\_\_\_, Dated: .....2025  
Sir,

Being duly authorized to represent and act on behalf of \_\_\_\_\_ (Name of organization) (hereinafter referred to as "the Applicant"), and having reviewed and fully understood the Scope of Work for the assignment, the undersigned hereby does submit the bid for Selection and appointment of transport contractor for undertaking transportation of foodstuff under SNP & SAG feeding programme, Sundargarh.

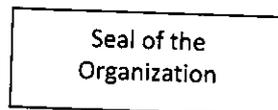
We are enclosing our bid, in the prescribed Pro-forma, in original with all the details as per requirements for your consideration.

The undersigned hereby also declares that the statements made and the information provided in the bid is complete, unconditional, true and correct in every detail.

Yours faithfully,

Date:

Place:



Signature  
(Authorized Signatory)

Name:

Designation:

TECH - 2

**BIDDER PROFILE AND EXPERIENCE**

The Bidders are required to provide the detailed information requested as per the format below:

Sr. No.	General particulars of the Bidder	Details to be filled up by the Bidder
1.	a) Name of the bidder b) Registered address with telephone nos., Mobile No. E-mail ID c) Year of Establishment/ Incorporation d) Authorized Person's ✓ Name & Designation ✓ Tel. No./Landline ✓ E-mail ID ✓ Mobile ✓ Fax	
2.	The Bidder should have at least 04 trucks/transport Vehicle leased/registered in bidders name	Copy of Registration Certificates, Fitness Certificate & Valid Insurance of trucks/transport vehicle along with the list to be enclosed. Yes/No Attached Document (Page No.____)
3.	The Bidder should be <ul style="list-style-type: none"> <li>● a Limited Liability Partnership ("LLP") registered under the LLP Act, 2008. OR</li> <li>● a "Partnership Firm" registered under the Indian Partnership Act, 1932 OR</li> <li>● an Indian Company ("Company") registered under the Companies Act, 1956/2013. OR</li> </ul> a Sole Proprietorship Firm registered as such under any of the applicable laws in India.	(Scanned copy of the Registration Certificate/MOA and AOA/Certificate of Incorporation/GST Registration or any other relevant document should be enclosed as proof for the said criteria) Yes/No Attached Document (Page No.____)
4.	The bidder must furnish, the required Tender paper cost (DD) amounting to Rs. 5,000/- (Rupees Five Thousand) Only	Demand Draft No.: Name of Bank: Date: Amount: Enclosed DD Yes/No
5.	The desirous bidders must submit the required EMD of INR 2,00,000/- (Indian National Rupees Two Lakh) as bid security with technical bid as detailed below. Details of Earnest Money Deposit (EMD- Rs. 2,00,000)	Demand Draft No.: Name of Bank: Date: Amount: Enclosed DD Yes/No
6.	The bidder must have a GSTIN number and submit a self-attested copy of the certificate of Registration.	GST No. (Copy of self-attested certificate attached) Yes/No (page No.)
7.	Solvency certificate of Rs. 30, 00,000/- (Rupees thirty Lakhs ) only from competent authority.	(Attested true copy)
8.	The bidder must have a PAN number and	PAN No. (Copy of self- attested

	submit a self-attested copy of a certificate of PAN Card.	certificate attached) Yes/No (page No.)
9.	The Bidder must have submitted an Income Tax Return for the last three years (2022-23, 2023-24 & 2024-25).	Copies to be attached. Yes/No Attached Document (Page No. _____)
10.	The Bidder shall submit the Common Carrier License from competent authority as per the Carriage by Road Act, 2007 & Carriage by Road Rules, 2011 and as amended time to time.	Yes/No Attached Document (Page No. _____)
11.	Certificate from District Collector/ any Government Organization etc about past experience if any, in handling/Storage Transport work under SNP/SAG/MDM should be furnished along with the Tender Paper and will be given priority. Accepting authority shall have the right to accept or not the Tender of Firms/ Parties who have not performed satisfactory in preceding 03 years under Government of Odisha	Contract/agreement/Work order to be enclosed Yes/No Attached Document (Page No. _____)
12.	The Bidder or any of his family members should not be a Storage Agent /Rice Miller or partner directly indirectly or miller agent (purchase & supplier of paddy) or transporting agents of Civil Supplies Corporation /retailer of PDS.	An affidavit to this effect is to be furnished along with the tender paper. (Affidavit to be enclosed). In TECH-6 Yes/No Attached Document (Page No. _____)
13.	The Bidder must attach a turnover and net worth certificate dully signed by the Chartered Accountant for the last three financial years i.e. F.Y. 2022-23, 2023-24, 2024-25. The minimum average annual turnover of the bidder should be atleast INR 50 Lakhs and should have cumulative positive net worth at least INR 30 Lakhs for last three (3) years (FY2022-23, FY 2023-24, FY 2024-25).	The Bidder must attach a turnover and net worth certificate dully signed by the chartered Accountant for the last three financial years i.e. F.Y. 2022-23, 2023-24, 2024-25 as per TECH-3. Yes/ No Attached the Certificate from a Chartered Accountant as (TECH- 3) per (Page No. _____)
14.	Bidder must submit an self-declaration/undertaking to the effect that the firm has not been blacklisted/banned/suspended/debarred from any organization/institute and no case is pending with the police or in court of law against their name, duly notarized. If the same is found at any point of time in any circumstance, the contract shall be terminated and performance guarantee shall be forfeited.	(To be submitted as per TECH - 4 of Technical Bid Format) Yes/No Attached Document (Page No. _____)
15.	Power of Attorney in favour of the person signing the bid on behalf of the Bidder	TECH-5 Format for Power of Attorney Yes/No Attached (Page No. _____)
16.	Copy of the entire tender document must be numbered page-wise and duly self- attested and stamped on each page as a token of	Yes/No Attached self attested and stamped Document (Page No. _____)

	acceptance of our terms and conditions.	
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*Note: Nothing in this clause shall relieve the bidder from its responsibility to submit the required documents. The Bidders are advised to check their own before submitting the bid.*

Agencies/Bidders not submitting full information/documents at the first instance shall be rejected.

Signature with Stamp:.....

Date:.....

Full Name:.....

Address:.....

**TECH: 3**  
**ANNUAL TURNOVER AND NETWORTH STATEMENT**

[To be given on letter head of the Independent Chartered Accountant (CA)]

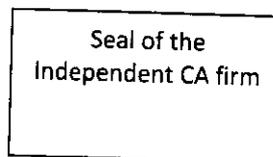
In Reference to the Tender No. \_\_\_\_\_, dated ..... for Selection and appointment of transport contractor for undertaking transportation of foodstuff under SNP & SAG feeding programme, Sundargarh

The annual turnover and net worth of \_\_\_\_\_ (Name of Bidder) \_\_\_\_\_ (Address) of three financial years (F.Y. 2022-23, 2023-24, 2024-25) are given below and certified that the statement is true and correct:

Sl. No.	Financial Year (F.Y.)	Annual Turnover in Lakhs (Indian National Rupees)
1.	F.Y. 2022-23	
2.	F.Y. 2023-24	
3.	F.Y. 2024-25	
Average Annual turnover of three Financial Years i.e. FY 2022-23, 2023-24 & 2024-25 (In Figures) in Lakhs		

Sl. No.	Financial Year (F.Y.)	Net Worth in Lakhs (Indian National Rupees)
1.	F.Y. 2022-23	
2.	F.Y. 2023-24	
3.	F.Y. 2024-25	
Cumulative Net Worth of Three financial Years i.e. FY 2022-23, 2023-24 & 2024-25(In Figures) in Lakhs		

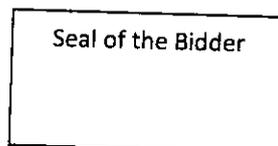
Date:  
Place:



Signature of CA  
Name of CA:  
Membership No:  
Full address:

Date:

Place:



Signature  
(Authorized Signatory of Bidder)  
me:  
Designation:

**TECH - 4**

**(Self-Declaration/Undertaking on Notarized of appropriate value Non-Judicial Stamp Paper in original)**

**Declaration/Undertaking**

In Reference to the Tender No. \_\_\_\_\_, dated ..... for Selection and appointment of transport contractor for undertaking transportation of foodstuff under SNP & SAG feeding programme, Sundargarh

I/We, \_\_\_\_\_ (Name of the person), the authorized signatory of \_\_\_\_\_ (Name of Organization), hereby solemnly declare & provide undertaking that our Organization \_\_\_\_\_ (Name of organization) or any of our promoter(s)/Director(s) is not blacklisted/banned/suspended/debarred currently by Government of India/any State Government /any Union Territory(UT) Administration in India or by any PSU or by any Agency of either Government of India, any State Government or any UT Administration in India/any organization/institute and no case is pending with the police or in court of law against our organization.

We declare that there are no proceedings, disputes or enquiries pending against us in connection with cheating, misappropriation of funds or exploitation of beneficiaries.

We also acknowledge that in case of misrepresentation of the information, our bid/ contract shall be rejected/ terminated at any stage by the client, which shall be binding on us. Any loss or damage to the client, on this count, will be compensated by us.

In case of any further changes which effect this declaration at a later date, we would immediately inform the DSWO/DSWO accordingly.

Seal of the bidder

Date:

Place:

Signature

(Authorized Signatory of bidder)

Name:

Designation:

Note: Please submit this self-declaration/undertaking in Original.

**TECH-5**  
**Format for Power of Attorney**  
**(Notarized on INR 100.00 Stamp Paper)**

Know all men by these presents, We, .....(Insert name of Bidder)..... (name of the firm and address of the registered office) do hereby constitute, nominate, appoint, and authorize Mr. / Ms. (Insert Name of PoA Holder)....., presently residing at .....(Insert address)....., who is presently employed with us and holding the position of .....(Insert designation of the PoA Holder in the organization)....., as our true and lawful attorney (hereinafter referred to as the "Attorney") to do in our name and on our behalf, all such acts, deeds and things as are necessary or required in connection with or incidental to submission of our Proposal/Bid for the "Insert name of Project" for a period of \_\_\_\_\_ years ("Project") as defined under this Invitation to Tender for the (Name of the Authority) (the "District Social Welfare Officer (DSWO) "), including but not limited to signing and submission of all applications, bids and other documents and writings, participate in Pre-Bids and other conferences and providing information/ responses to the DSWO, representing us in all matters before the DSWO, signing and execution of all contracts including the Agreement and undertakings consequent to acceptance of our bid, and generally dealing with the DSWO in all matters in connection with or relating to or arising out of our bid for the said Project and/ or upon award thereof to us and/or till the entering into of the Agreement with the DSWO.

AND we hereby agree to ratify and confirm and do hereby ratify and confirm all acts, deeds and things done or caused to be done by our said Attorney pursuant to and in exercise of the powers conferred by this Power of Attorney and that all acts, deeds and things done by our said Attorney in exercise of the powers hereby conferred shall and shall always be deemed to have been done by us.

IN WITNESS WHEREOF WE, .....(Insert name of Bidder)....., THE ABOVE-NAMED PRINCIPAL HAVE EXECUTED THIS POWER OF ATTORNEY ON THIS ..... DAY OF ..... 2025

**Accept**  
*(Signature of PoA Holder)*  
*(Name, Title and Address)*

**Notarized**

Name of the Authorized :  
Representative

**(Signature of the Authorized Representative with Date)**

CERTIFIED :

**Signature of person executing attorney**

**Name of person :**  
**executing attorney**

**Designation of person :**

**executing attorney**

**Date and Seal**

**Address of Bidder** :

**Contact Number of Bidder** :

**Email id of Bidder** :

**WITNESS:**

- 1) Full Name .....
- Address .....
- Signature .....
  
- 2) Full Name .....
- Address .....
- Signature .....

**Notes:**

- *The mode of execution of Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executant(s) and when it is so required the same should be under common seal affixed in accordance with the required procedure.*
  
- *Also, wherever required, the executant(s) should submit for verification the extract of the charter documents and documents such as a resolution / Power of attorney in favor of the Person executing this Power of Attorney for the delegation of power hereunder on behalf of the Bidder*

**TECH-6**

**(Affidavit to be enclosed).**

The Bidder or any of his family members should not be a Storage Agent /Rice Miller or partner directly indirectly or miller agent (purchase & supplier of paddy) or transporting agents of Civil Supplies Corporation /retailer of PDS. An affidavit to this effect is to be furnished along with the tender paper.

**FINANCIAL BID**  
**FIN- 1**  
**(On the Letter Head of Bidder)**

Date:

Place:

To

District Social Welfare Officer,  
Sundargarh- 770001, Odisha

**Subject: Submission of Financial Bid for Selection and appointment of transport contractor for undertaking transportation of foodstuff under SNP & SAG feeding programme, Sundargarh.**

Dear Madam/Sir,

We, the undersigned, offer for undertaking transportation of foodstuff under SNP & SAG feeding programme, Sundargarh, in accordance to Tender no. \_\_\_\_\_ Dated \_\_\_\_\_ and Technical Bid submitted by us. The Price/Rate offered for the assignment are mentioned with including all applicable taxes:

Sl. No.	Detail description regarding Transportation	Rate quoted inclusive of all taxes and duties per Quintal in Rs.	
		In Figure	In Words
1	Transportation charges of Rice/ Wheat per quintal including loading/ unloading to different AWC/WSHG points of ICDS Projects of Sundargarh District irrespective of distance (Flat Rate)		

Our Financial Bid shall be binding upon us up to expiration of the validity period of the bid. We understand you are not bound to accept any bid you receive.

Yours sincerely,

Authorized Signature {In full and initials}: \_\_\_\_\_

Name and Title of Signatory with seal: \_\_\_\_\_

Address: \_\_\_\_\_

**Note :Govt. Approved Rate : Rs. 150.00 per Quintal (inclusive all taxes and duties) to different Anganwadi Centres / SHG points of Sundargarh District from FCI and/RRC Depot irrespective of distance. The Rate quoted should not exceed this Government Approved Rate. The financial rate quoted above the Government rate will be outrightly rejected.**

**In case of discrepancy in quoted rate in word/figure by the bidder, the rate quoted in Words shall be considered as final.**

-----End of the document-----