

COLLECTORATE; KORAPUT
(Social Welfare Section.)

Letter 214 /XIV-41/2019

Dated. 24/10/2020

TENDER CALL NOTICE

Sealed tender call notice is invited in prescribed form by the undersigned from the intending individuals//Firms/Authorized Dealers/Reputed Suppliers/Registered Manufacturers/Co-Operative Societies for supply of, Nua Arunima Calender and Booklets in all ICDS Project's of Koraput District.

The details of Tender Paper/Tender schedule can be obtained on payment Rs.1000/- for above item only in shape of D.D./Bankers cheque in favour of the DSWO, Koraput during the office hour from dt 28.01.20 to dt 18.02.20 on any working days 10 AM to 5 PM. The cost of tender paper is not refundable and the sealed tender paper duly filled up along with all required documents must be sent through Speed Post / Regd. Post only to District Social Welfare Officer, Koraput during the Office hour of any working day from 28.01.20 to 18.02.20. The Last Day of receiving the Tender is 18.02.20. The sealed Tender will be opened on 19.02.2020 At 4.00 AM/PM by the tender Committee & in Presence of the Tenderers or their authorized agents. No. Telegraphic/Courier tender will be accepted. The Tender paper can also be down loaded from the District website www.koraput.nic.in. In case of downloading, cost of the tender paper be paid in Demand Draft only.

How ever the undersigned reserves the right to reject/cancel any or all the tenders at any time without assigning any reason thereof.

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24/1/2020
DM & COLLECTOR KORAPUT

Memo No. 215 /2019

Dated. 24/1/2020

**TERMS AND CONDITION OF THE TENDER FOR SUPPLY OF NUA ARUNIMA
CALENDER & BOOKLETS FOR AWCS UNDER ICDS PROJECTS OF KORAPUT
DISTRICT.**

As per the instructions of Govt., in W & CD Deptt. Odisha, Bhubaneswar; Collector, Koraput now invites sealed tender from eligible tenderer for supply of Nua Arunima Calender & Booklets for AWCs under ICDS Projects of Koraput District as per specification and quantity specified in the tender documents.

1. Sealed tender in prescribed format are invited from intending individuals/Farms/Authorized Dealers/Reputed Suppliers / Registered Manufacturers/Co-operative societies for supply of Nua Arunima Calender & Booklets for AWCs of Koraput District.

NUA ARUNIMA CALENDER AND BOOKLETS.

a) Nua Arunima Calender (Including design & Taxes).

- No of pages : 7.
- Size:19" x 28"
- Both sided.
- Paper quality: Cover 300gsm matt.
- Finishing: wipro binding.
- Colour: 4 colour.
- Quantity:3279.

b) Nua Arunima Booklet (including design and taxes).

- No of pages: 12.
- Size: crown.
- Paper Quality: Cover 300 gsm matt and 170 inner gsm matt.
- Finishing: perfect binding.
- Colour: 4 colour.
- Quantity: 3564

2. The Prescribed tender form/ schedule can be obtained from Dt. 18/01/2020 to 18/02/2020 on any working day in the Office of the DSWO, Koraput and it should be sent through Speed Post/ Regd Post along with all required documents Properly sealed on or before dt 18.02.20 at 5.00 AM/PM in a sealed Cover addressed to District Social Welfare Officer, Koraput. The cost of Tender form is Rs.1000/- only which is non-refundable.

3. The sealed tender paper will be opened on dt 19.02.20 at 4.00 AM/PM in presence of Tender committee and tenders or their authorized agents.

4. In case of any discrepancy in between Press advertisement, other detail Provision of the tender document, Collector, Koraput reserves the right to add / modify / delete any portion of the document by issuance of an addendum & will also be made available to all the tenders who have indicated their intention to tender (purchase the tender for). This shall be binding on all the tenders and this shall be form a part of the tender.

5. **TECHNICAL SPECIFICATION AND REQUIREMENT**

Technical specification for supply of Nua Arunima Calender and Booklets is at Annexure-A. The approximate requirement of the Nua Arunima Calender is 3279 and the booklet is 3564. It may be changed as per the need of circumstances.

ELIGIBILITY CRITERIA FOR NUA ARUNIMA CALENDER & BOOKLETS.
Check List Annexure- B)

1. The Sample Copy of Nua Arnuma Calender & Booklets along with testing report duly tested at Govt. laboratory Khapuria,Cuttack.
2. Past Performance.
3. Production capacity.
4. Copy of Annual income and expenditure for last two years.
5. A demand draft of Rs.30,000/- (Thirty thousand) only as EMD from any nationalized bank payable at Koraput in favour of the District Social Welfare Officer, Koraput.
6. Self attested copies of GSTIN/Valid registration clearance and up-to-date tax payment clearance.
7. Copy of pan card.

ELIGIBILITY CRITERIA FOR SUPPLY OF NUA ARUNIMA BOOKLETS AND CALENDERS. Check List Annexure- C-1)

1. GSTIN No.
2. Past performance.
3. A demand draft of Rs.30,000/- (Thirty thousand) only as EMD from any nationalized bank payable at Koraput in favour of the District Social Welfare Officer, Koraput.
4. The Tenderer shall bear all costs associated with preparation and submission of tender and the Collector in no case be responsible or liable for these cost, whether the tender is not accepted finally or cancellation / rejection of tender.
5. The tender document is not transferable. Only the party who has purchased the tender form shall be entitled to quote.
6. The tender paper should be filled properly & legibly without any correction / in English in the prescribed schedule. The rate & units should be written both in figure and words. The rate quoted shall be final and the tenderer shall not be allowed to change the same under any circumstances and it shall be valid until further order. In complete, illegible tender will be rejected. Telegraphic / Postal / Couriers / E-mail / Conditional tender will not be accepted and no correspondence will be made in this matter.
7. The tenderer should submit separate documents for participating in separate tender with all required documents with mentioning at the top of the envelope.
8. The tenderer should submit separate envelop for financial bid.
9. Tender forms with over written or erased or illegible rate or rates not shown in figure and words will be liable for rejection or the decision of the Collector will be final and binding on the tenders.
10. The rate of each item is inclusive off all taxes, loading, unloading, Transporting charges, insurance, excise duty & custom duty (if any) at ICDS Project level and GP Level.
11. The Earnest Money Deposit of Rs.30,000/- only in shape of Postal savings Passbook / Bank Pass / NSC / term Deposit duly pledge in favour of District Social Welfare Officer, Koraput shall be enclosed with the Tender paper. The Tender without Earnest Money deposit will liable for rejection. Cash / Cheque/ Bank Draft shall not be accepted. No tender shall be allowed to withdraw his / her Tender/ Earnest Money deposit until the tender is finalized. In case the successful tender refuses to supply / unable to supply after acceptance of his / her/

tender, or with draw the tender the earnest money deposited by him/her will be forfeited in whole or in part as decided by the Collector.

12. The Earnest Money Deposited by the successful tenderer will be refunded only after completion of the Tender process and successful tenderer will stand converted to security deposit which will be refunded only after successful completion of delivery of goods in good condition and as per approved specified article within stipulated time. The whole or part of the Security Deposit will be forfeited for irregular performance or breach of any terms and conditions. The security Deposit of unsuccessful tenders will be returned after completion of tender process.

13. Up to date Income Tax return for 2017-18 & 2018-19 Central excise & Custom registration / valid GSTIN certificate / PAN Card from the competent authority shall be furnished along with the tender paper or else the tender paper will not be accepted (More details at Annexure-A&B).

14. The successful tender shall supply of Nua Arunima Calender and Booklets in good condition at CDPO Office within stipulated time period at his own risk & responsibility and the undersigned is not responsible for any damage / loss arising if any during transport from factory point to delivery point or for any means. For the purpose of placing the order the tender shall remain valid for 120 days after the date of opening of tender.

15. Collector, Koraput may terminate the contract at any time for violation of terms and conditions or for any other reason.

16. The tenderer shall produce the sample of Nua Arunima Booklets and Calendars and Wall paintings at the time of opening of tender.

17. The supply shall be made at CDPO Office as per approved rate, quality and specification only. Slightest sub-standard / bad quality of materials will not be accepted and the entire order will be rejected and you will be liable for all losses incurred there in.

18. The approximate requirement of Nua Arunima Calender is 3279, Booklets is 3564 which may be changed at any time according to the requirement.

19. The supply shall be made within one month from the date of issue of order for supply which will be communicated to the successful tender either in person or by post / Fax or e-mail.

20. In case of dispute regarding quality of the materials, Collector, Koraput shall cause an enquiring or authorize any other officer to do so & will take suitable action as deems fit & proper.

21. If the supplier fails to supply the required quantity of Nua Arunima Calender & Booklets and Wall paintings in full & in good condition with in stipulated time then the order may be cancelled and the concerned supplier be penalized and the supplier has to bear all losses incurred there on.

22. Payment shall be made by the District Social Welfare Officer on submission of printed bills by the supplier on completion of successful delivery of stock to DSWO in good condition on due acknowledgement as a token of acceptance with detail specification of item I.e. number of item.

23. The details of tender paper along with terms and condition should be returned with the tender duly signed by the tender as a token of acceptance of terms and conditions. The money receipt shall also be enclosed with tender paper.

24. All correspondence regarding this tender be addressed by mentioning tender Notice No & Date as follows:-

- The District Social Welfare Officer,
- Koraput, District Koraput(Odisha)

25. The Collector, Koraput reserves the right to cancel or reject any or all the tender of any time without assigning the reason there of.

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22/1/2020
DM & COLLECTOR, KORAPUT.

ANNEXURE-A

TENDER SDHEDULE QUOTING RATES FOR SUPPLY OF NUA ARUNIMA CALENDERS & BOOKLETS FOR ANGANWADI CENTRES/PROJECT OFFICES IN KORAPUT DISTRICT.

I do here by tender to execute the under mentioned description of works in accordance with the terms and condition enclosed and in consideration of payment being made for the quantities at the specified rate to be supplied to District Point.

SCHEDULE

1. Name and Address of the supplier/Agency.
(IN CAPITAL LETTER)
2. Phone No/Fax No/Mobile No.
(With STD code No/E-mail address if any).

NUA ARUNIMA CALENDERS AND BOOKLETS.

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 - Both sided.
 - Paper quality: Cover 300gsm matt.
 - Finishing: wipro binding.
 - Colour: 4 colour.
 - Quantity: 3279.
- b) Nua Arunima Booklet (including design and taxes).
 - No of pages: 12.
 - Size: crown.
 - Paper Quality: Cover 300 gsm matt and 170 inner gsm matt.
 - Finishing: perfect binding.
 - Colour: 4 colour.
 - Quantity: 3564

<u>Sl.NO</u>	<u>Item</u>	<u>Rate quoted in figure (Per copy).</u>	<u>Rate Quoted in words.</u>
1.	Nua Arunima Calenders..		
2.	Nua Arunima Booklets.		

SIGNATURE OF THE TENDERER.

Date:

DOCUMENTS ENCLOSED (YES/NO)

1. Money receipt .No/Dt.
2. Description of EMD deposited.
3. The Sample Copy of Nua Arnuma Calenders & Booklets.
4. Past Performance.
5. Production capacity.
6. Copy of Annual income and expenditure for last two years.
7. Self attested copies of GSTIN/Valid registration clearance and up-to-date tax payment clearance.
8. Copy of pan card.

SIGNATURE OF THE TENDERER

Date:

ANNEXURE- B

CHECK LIST

(TO BE SUBMITTED WITH TENDER FORM)

PLEASE CHECK WHETHER THE FOLLOWING HAVE BEEN ENCLOSED WITH TENDER FORM SERIALY)

1. Money receipt .No/Dt.
2. Description of EMD deposited.
3. The Sample Copy of Nua Arnuma Calenders & Booklets.
4. Past Performance.
5. Production capacity.
6. Copy of Annual income and expenditure for last two years.
7. Self attested copies of GSTIN/Valid registration clearance and up-to-date tax payment clearance.
8. Copy of pan card.

SIGNATURE OF THE TENDERER.

Date: