

COLLECTORATE: KORAPUT
(Social Welfare Section)

Letter No. 551 /2024

Date: 17.02.2024

**(SHORT TENDER CALL NOTICE FOR PRINTING AND INSTALLATION OF MULTI
COLOURED PRINTED TIN BOARD AT 240 PANCHAYAT OFFICES UNDER KORAPUT
DISTRICT)**

Scaled tenders are invited from the intending Registered Firms/ Agencies for printing, transportation, and installation of TIN Boards to 240 Panchayat officers of Koraput District.

The tender paper containing detailed terms and conditions, EMD other statutory requirement of MULTI-COLOURED PRINTED TIN BOARDS can be downloaded from the District website www.koraput.nic.in. The cost of tender paper is Rs. 5000/- (Rupee 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, Koraput on or before 28.2.24 up to 5.00P.M by Registered Post / Speed Post/ by Hand only. The tender shall be opened on 29.2.2024 at 11.30 A.M at the office chamber of Collector in the presence of the member of the Tender Committee and tenderers or their authorized representatives. The tenders received beyond the scheduled date and time shall not be taken into consideration.

The Tender Committee reserve the right to reject any or all the tenders without assigning any reason there of and shall bear no liability what so ever consequent upon such decision.

By Order of Collector


District Social Welfare Officer
Koraput

Terms and Conditions of Short Tender Call Notice for printing and Installation of Multi Coloured printed Tin Board at 240 panchayat Offices of Koraput District.

1. Sealed tenders are invited from the intending Registered agencies for the Printing and installation of Multi Coloured Printed Tin Board at Panchayat offices of Koraput District.
2. The Tender paper containing details terms and conditions, EMD statutory requirement of printing, Transportation, and Installation of Tin Board at panchayat offices of Koraput District can be downloaded from the District website www.koraput.nic.in. The tender paper cost of Rs.5000/- (Rupee Five Thousand)only is non-refundable.
3. Tender paper complete in all respects along with all required documents should reach in sealed cover to the DSWO, Koraput on or before 28.02.24 upto **5.00P.M** by Registered/ Speed post/ by hand only.
4. The tender will be opened on 29.02.24 at 11.30^{a.m} by the District Social Welfare Officer, Koraput in the presence of the members of Tender Committee and tenderers or their authorized representatives. The tender received beyond the scheduled date and time shall not be taken into consideration.
5. The details 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 Installation of Multi Coloured Tin Board at 240 panchayat offices of Koraput District”**.
7. Bidders who qualify Technical bid will eligible to participate in Financial Bid.
8. The Successful bidder will deliver and install the tin boards at Panchayat Office of Koraput District as per panchayat wise indent placed for Tin Board within 15 days from the date of receipt of order.
9. The price of TIN BOARD (Tin Signage) is to be quoted per price(unit)only & must be within Rs.5033/-(Rupee Five Thousand Thirty-Three) only.

ANNEXURE-A

<u>Sl. No</u>	<u>Terms and Conditions</u>	<u>Documents to be submitted</u>
1.	The intending Registered agencies should be a bonafide registered body having a valid Registration number	Attested photocopy 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.	It should not be a blacklisted organization by any Government organization	Declaration in Stamp paper.
4.	Rates should be quoted inclusive of GST charges, other charges including printing cost, delivery charges, installation charges etc.	Furnished in Financial Bid (Tender Form-2)
5.	The District administration will have no liability regarding transportation, loading, and unloading of materials indent for supply and installation 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 condition laid down in the terms and conditions of the tender.
6.	The tender must be accompanied Bank Draft of Rs. 5000.00 (Rupee Five Thousand) only in favour of DSWO, Koraput payable at Koraput towards cost of tender paper.	Draft to be enclosed.
7.	The tender must be accompanied with Earnest money of Rs. 50,000/- (Rupee Fifty Thousand) only in shape of Demand draft in favour of DSWO, Koraput. Tenders without Earnest Money will be liable for rejection. The EMD of Unsuccessful bidder will be returned without interest on the finalization of bid. EMD of the successful bidder will turn in to security deposit. The security deposit shall be returned on successfully completion of the whole work.	Draft to be enclosed.
8.	Conditional tenders are liable to be rejected. The tender, which is not as per specification will not be considered.	
9.	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.	
10.	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 the satisfactory completion of the job and submission of bill in that regard.	
11.	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.	
12.	The rate quoted against this tender shall remain valid upto 12 months after publication of the approved rate. No request to increase in rates will be allowed or entertained during this period.	
13.	Part quotation of specified quantity of an item will be rejected.	
14.	The Authority reserve the right to reject any or all tenders without assigning any reason thereof and shall bear no liability what so ever consequent upon such decision.	


District Social Welfare Officer
Koraput

TENDER FORM

Part-I

(Technical Bid)

1.	Name of the Supplying Firm/ Agency (In Capital Letters)	
2.	Address of the Organization	
3.	Name of the authorized Signatory. (In Block letters)	
4.	Specimen signature of authorized signatory.	
5.	Telephone number of authorized / organization.	
6.	Registration No. (Attach attested copy of registration certificate issued from DIC)	
7.	Attach attested copy of GST registration certificate.	
8.	PAN Submitted or not.	
9.	TIN submitted or not.	
10.	Bank Draft of Rs.5000/- payable at DSWO, Koraput towards cost of tender paper submitted or not.	
11.	Bank Draft of Rs.50000/- pledged in favour of DSWO, Koraput towards Earnest money Deposit. (EMD)	
12.	Documents of any past experience of printing and supply of materials to the Govt. Organization. (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. (Submitted 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.	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)

Sl.No	NAME OF THE ITEMS	SPECIFICATION/ITEM DESCRIPTION OF TIN BOARD TO BE INSTALL	NO.OF TIN BOARD TO BE INSTALLAT PANCHAYAT OFFICE	QUOTED RATE PER TIN BOARD (Including Transportation, Installation and GST (In Rupees)
1.	Multi Coloured printed Tin Board	<p>Tin Board as per EPM Specification</p> <ul style="list-style-type: none">• In Board size: 3ft*2.5ft" w• Multi-coloured printed tin signage as per EPM Specification• Made out of Tin Board of 0.20mm thick as per I.S. 1993/93• 5 times pre-printing chemical treatment• 4 times multi coloured printing• Transparent coating and Heat treatment at 2000 C after each operation• Punching holes of diameter not more than 2mm at each corner and at the midpoint of each size Board of length 3ft are to be provided. All total of punching holes are to the provided in each Board.• MS Angle Frame (As per Drawing) including Fabrication, Fixing of Signage of Frame, with 40*5 angle and 25*5 angle.• The angle used shall be of Tata/Jindal make. The structure shall be installed with concrete grounding and upto 1.5ft underground surface of long life. The board shall be riveted on the frame.• Installation at 240 panchayat offices of Koraput District.	240 Nos.	

Place:

(Signature and seal of the authorized signatory)

Date: