



INVITATION OFFER
FOR

“Erection Mini Hoarding, Key Ring with mobile stand,
fixing on existing hoarding, Jashoda Brochures”

DISTRICT CHILD PROTECTION UNIT, COLLECTORATE
KORAPUT DISTRICT
ODISHA

DISTRICT CHILD PROTECTION UNIT, COLLECTORATE,
KORAPUT
AT- SAHID LAXMAN NAYAK BHAWAN, NEAR AUROBINDO SCHOOL
PO -KORAPUT, PIN-764020
KORAPUT, ODISHA.



DISTRICT CHILD PROTECTION UNIT, COLLECTORATE, KORAPUT

TENDER CALL NOTICE

Letter No 808/Dcpu/IX-07/2025

Dated 03/10/2025

Sealed quotations in single cover system are invited in the prescribed format from the intending reputed eligible registered Firms/ Manufacturers/ Suppliers/ Proprietors/ Agencies for supply of **Mini Hoarding, Key ring with mobile stand, fixing a flex on existing hoarding, Jashoda Brochures**. The offers are liable for rejection if found incomplete in any respect.

Sl. No	Description of items	EMD	Time of Completion
01.	Supply with installation of Mini Hoarding of Mission Vatsalya at all block head quarter of Koraput District	20,000/-	25 Days
02.	Key Ring for CHL-1098 awareness		
03.	Awareness flex with fix on existing hoarding		
04	Printing of Jashoda poster (Brochures)		

1. A set of tender documents can be purchased from District Child Protection Office, Koraput, Main Road, Koraput, Sahid Laxman Nayak Bhawan, Near Aurobindo School, Koraput on any working day from 04/10/2025 to 16/10/2025 between 10.00 AM to 05.30 PM at a non-refundable tender fee of Rs.500/- (Rupees Five Hundred only) payable through demand draft of any nationalized bank drawn in favor of **"District Child Protection Office, Collectorate, Koraput,"** Payable at Koraput.
2. Tender Document can also be downloaded from 'Tenders' link of the District Headquarters website www.koraput.odisha.gov.in and may be submitted along with above prescribed tender form fee by stipulated date & time. In case, tender documents are downloaded from website cost of tender documents i.e. Rs. 500/- shall be deposited along with E.M.D.
3. Bidders are required to submit the technical and financial bids separately. The bids in sealed Cover-I containing **"Technical Bid"** and sealed Cover-II containing **"Financial Bid"** should be placed in third sealed cover super-scribed **"Bid for Erection Mini Hoarding, Key Ring, Awareness flex with fix on existing hoarding, and Jashoda Brochures,** must reach the undersigned on or before 16/10/2025 till **05:30PM** by **Speed Post/ Regd. Post/ Courier** only.
4. The bid documents containing eligibility criteria and detail terms and conditions of the tender can be downloaded from the website <https://Koraput.odisha.gov.in>.

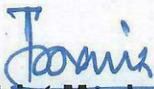
Complete address for submission of bid:

DISTRICT CHILD PROTECTION UNIT, COLLECTORATE, KORAPUT
AT- SAHID LAXMAN NAYAK BHAWAN, NEAR AUROBINDO SCHOOL
PO -KORAPUT, PIN-764020

Memo No 809 /X-07/2025

Dated 03 / 10 /2025

Copy to office Notice Boards of Sub-Collector office, Koraput and Jeypore / Collectorate, Koraput / DSWO, Koraput for wide circulation / publication.


Additional District Magistrate (Gen.)
Koraput 03/10/25

Memo No 810 /X-07/2025

Dated 03 / 10 /2025

Copy to the DIO, NIC, Koraput / DeGM, e-governance, Collectorate, Koraput to upload in the district web site the tender call notice for wide publication


Additional District Magistrate (Gen.)
Koraput 03/10/25

Memo No 811 /X-07/2025

Dated 03 / 10 /2025

Copy to Members of Tender Committee for information. They are requested to attend the opening of tender at scheduled venue, date & time.


Additional District Magistrate (Gen.)
Koraput 03/10/25

Memo No 812 /X-07/2025

Dated 03 / 10 /2025

Copy submitted to the Additional Director, OSCPS W& CD Department for kind information.


Additional District Magistrate (Gen.)
Koraput 03/10/25

Invitation of Tender for "Erection Mini Hoarding, Key Ring, Jashoda Brochures, Awareness flex with fix on existing hoarding."

Scope of the Work

Supply with installation of Mini Hoarding of Mission Vatsalya at all block head quarter of Koraput District, Key Ring for CHL-1098 awareness, Awareness flex with fix on existing hoarding, Printing of Jashoda brochures.

TECHNICALCRITERIA

1. Photocopy of Registration Certificate.
2. Photocopy of GST Registration certificate.
3. Photocopy of PAN.
4. IT Returns of last three financial year (2022-23,2023-24,2024-25)
5. Audited Balance sheet and P/L Account in support of turnover 2 Crore more in the last financial year 2023-24.
6. Updated GST return document.
7. Tender paper cost.
8. Affidavit by the bidder with regard to the fact that the organization is not blacklisted.
9. Experience certificate with regard to the similar type of work done before.
10. Work order w.r.t this kind of work in 2025 if any.
11. EMD Details: Amount:
12. The undertaking (Annexure- "C") duly signed by the tender.

Term & Conditions:

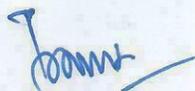
1. The bidder must have to complete the work in time if selected. Deviation from this term & conditions his or her quotation paper will be rejected without assigning any reason thereof.
2. Refund of security deposit will be made within one month of the successful completion of work without interest.
3. In case of any dispute in the process of contract it would be subject to the court jurisdiction at District Headquarters only.
4. Bidders shall not be permitted to alter or modify their bid after expiry of deadline for receipt of bid/quotation.
5. The bids received after the scheduled date of time will not be entertained and non-acceptable.

FINANCIAL CRITERIA:

1. Price should be quoted for all the items listed in Annexure "B" without any overwriting/erasing/cutting. Use of white fluid/correction fluid/ correction tape is strictly prohibited.
2. Price Bids should be inclusive of all taxes, freight charges and packing charges.
3. Conditional bids shall be rejected.
4. Successful tenderer shall not be entitled to any hike in prices for any reason other than statutory levies during the period of contract.

Advance of Supplier:

1. No advance shall be made to the supplier.
2. The payment shall be made on satisfactory completion of distribution/supply of materials.



Last date of Receipt: The sealed tenders, complete in all respect, numbered, signed with stamp of the firm on each page, should be reaching at the District Child Protection Office, Koraput by the stipulated date and time. Late Bids i.e. bids received after the specified date and time of receipt will not be considered. Telegraphic/Telex/Fax/E-mail/conditional/ incomplete Tenders will not be entertained and shall be rejected.

Late Bids:

1. The bidders shall not be permitted to submit the bid by any other mode not mentioned in the bid document. In such case, even if the bidder has submitted the specific document in hard copy in original within the stipulated date line, the bid shall be considered as late bid and not acceptable.
2. The bids receipt beyond the prescribed date and time shall not be entertained.

Opening of Tenders: The Tender will be opened at 11.30 AM on **17/10/2025** in the office chamber of the Addl. District Magistrate(Gen), Koraput in the presence of the authorized representatives of the tenderers, who wish to be present at that time. Technical Bids will be scrutinized, by an evaluation committee constituted to check all requisite and relevant documents and their authenticity. Financial Bids of the tenderers, whose Technical Bids are accepted, will be opened on the same date of opening of tender in the office chamber of the in the Addl. District Magistrate(Gen), Koraput in presence of the authorized representatives of the qualifying tenderers, who wish to be present at that time.

RIGHT OF REJECTION OF TENDER: The Addl. District Magistrate (Gen), Koraput reserves the right to accept or reject any or all the tenders without assigning any reason.

The committee will verify the sample submitted by the successful bidders. The work order will be issued to the bidder who will have better documentation quality in all respect.

J. J. J.

TECHNICAL BID

1. Name of Firm: _____
2. Address for Correspondence: _____

3. Tel.No./ Fax No. and E-mail address: _____
4. Person responsible for conduct of business: _____
5. PAN No.: _____
6. GST No.: _____
7. **INSTRUMENT OF PURCHASE OF TENDER PAPER:**

Demand Draft no/TDR No _____ Dated _____ / _____ /2025 (if the tender paper downloaded from the district website, DD issued by any scheduled commercial bank in favour of DCPO, Collectorate, Koraput, payable at Koraput to be attached with tender paper.

8. **E.M.D (Refundable): Rs. 20,000/- (Rupees Twenty Thousand) only in shape of Demand Draft /TDR in favour of "DCPO Koraput payable at Koraput ". Demand Draft /TDR no..... Dated...../...../2025**
9. Copy of the latest filed GSTR-3B

10. Last three Turnover:
(2022-23, 2023-24,2024-25) _____

I _____, proprietor/partner/director of _____
_____(Name of the company/firm) hereby declare that the information given in this form is true and correct to the best of my knowledge and belief.

Dated: _____

Signature with Stamp: _____

Place: _____



MINI HOARDING, KEY RING WITH MOBILE STAND, FIXING A FLEX ON EXISTING HOARDING, AND JASHODA BROCHURES.

To,
The DCPO,
DCPU, Koraput.

Sir,
I / We do hereby submit item wise quotation below for Supply of Mini Hoarding, key ring, fixing a flex on existing hoarding, Jashoda brochures and Awareness programmer in Koraput District.

Price bid amount

SI No	ITEM	DESIGN TYPE	SPECIFICATION	Price per unit including GST, Transportation cost, fitting and fixing & other expenses at delivery point within Koraput District (in figure)
1	2	3	4	5
1	Mini Hoarding	365 Micron Blackout Midia Flex, 4pass solvent print on Mission Vatsalya, For Outdoor Awareness at all Block HQ. of Koraput District	The size of hoarding 6ft X 8ft, Ms pipe 1.5/1.5 inch of frame and 365-micron blackout midia flex, 4pass solvent print and fitting, fixing as per drawing. no.1	
2	Key Ring	Key Ring with Mobile stand	Key ring both side printing CHL logo with office name	
3	Flex Printing	Fix flex on existing iron hoarding	The size of hoarding 10ft x 15ft with piping and Blackout flex with pocketing & 1" PVC pipe fitting.	
4	Jashoda brochures	Multicolor Brochures	170 GSM Art paper, A3 size multicolor offset print, single fold.	

Place:
Date:



Signature with Seal of the Bidder

DECLARATION BY THE BIDDER

I/We, hereby declare that all the statement(s) made in this application are true, complete and correct to the best of my/ our knowledge and belief. I understand that in the event of any information being found false or incorrect or any other figure inflated or misleading at any stage or I am/ we are not satisfying the eligibility criteria prescribed in the relative advertisement of my tender is liable to be cancelled. I am/ we are willing to abide by the terms and conditions laid by DCPO, Koraput. In case of any lapse on my/our part which may affect the performance of the job or the quality of the work is found substandard or the service or response is found poor, proportionate value may be deducted from my bills as deemed to be proper by the competent authority.

Place:

Date:

**Signature with Seal of the Bidder
Designation**

For and on behalf of the firm
(Firms Name & Address)

(Signature of Authorized Signatory)

Name:

Designation:

Seal:

Johns