

OFFICE OF THE SPECIAL DEVELOPMENT COUNCIL: MAYURBHANJ:

EXPRESSION OF INTEREST

Order No 683 /SDC dated. 25.10.18

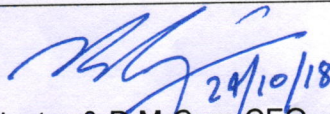
Expression of Interest is invited among the interested firms for supply of flex banner, Hoarding and glow signboard to Special Development Council, Mayurbhanj.

The firms should take entire responsibility for supply & display the flex banner, Hoarding and glow signboard around the Mayurbhanj District. In the places that will be intimated after finalisation of the bid. The rate should be quoted inclusive of all expenses like GST, Transportation charges etc. No extra payment will be made beyond quoted price. The intending firms should apply in prescribed format available in the www.mayurbhanj.nic.in.

The expression of interest should reach to the office of the undersigned by 16/11/2018 till 5.00 PM along with all relevant documents & will be opened on 17/11/2018 at 11.00 AM in the Conference Hall of SDC, Mayurbhanj. The undersigned reserves the right to reject any or all the tender without any reason thereof.

IMPORTANT INFORMATION TO THE BIDDERS

1.	Availability of Tender	www.mayurbhanj.nic.in
2.	Date and Time for submission of the Tender documents by Speed post/ Registered post/ only.	Last date <u>16</u> /11/2018 by 5.00 PM
3.	Earnest Money deposit(Refundable)	Rs 5,000/-(Rupees Five Thousand)only
4.	Non refundable paper cost	Rs 2000.00 (Five Hundred) Only
5.	(i) Technical Bid (ii) Financial Bids of eligible Tenderer (iii) Venue for opening of tender paper.	(i) Duly filled up and to be opened at Conference Hall, Special Development Council, Mayurbhanj, Murgabadi, Baripada on dt. <u>17</u> /11/2018 at 11.00AM. (ii) Financial Bids of the bidders, will be opened, those who would have qualified in technical bid. (In financial bid sample is a must along with quoted price.) (iii) .Conference Hall of Special Development Council, Mayurbhanj, Baripada.



Collector & D.M-Cum-CEO,
SDC, Mayurbhanj.

Terms & Conditions and General Instructions For Bidders

1. Procedure

- (a) The Bid has been invited under two bid systems, i.e., 'Technical Bid' and 'Financial Bid'. The interested Bidders are advised to submit two separate sealed envelopes super scribing **Technical Bid** and **Financial Bid**.
- (b) Technical Bid and Financial Bid – The bidders have to fill up the Technical Bid form (**Format-A**) (copy enclosed) and submit it with a separate envelope with all self-attested documents. Similarly, the Financial Bid form has to be filled up as per prescribed form (**Format-B**) (copy enclosed) and to be submitted in separate envelope.
- (c) The tender should be addressed to the P.A., I.T.D.A., Baripada-cum-HO-SDC, Mayurbhanj, AT/PO- Murgabadi, PIN-757002 Dist- Mayurbhanj. and super scribing as '**Tender for Supplying**(Name of the item/category),
- (d) The Tenderers / Firms have to submit EMD in shape of Demand Draft, in favour of P.A., I.T.D.A., Baripada-cum-HO-SDC, Mayurbhanj payable at Baripada, in Technical Bid .
- (e) The interested Bidder has to enclose self-attested photo copy of the following valid documents in the technical bid envelope, stated above, such as:
- (i) **Provisional Registration Certificate of GST.**
 - (ii) **Copy of PAN Card.**
 - (iii) **Last one year IT Returns (2017-18)**
 - (iv) **Experience in Govt. Supply (if any, not mandatory)**
 - (v) **Bank Account Number (cancelled cheque)**
 - (vi) **Declaration as per Format-C (Copy enclosed)**
- (f) The bidders who meet the qualitative requirements specified in the Technical Bid will only be considered for participating in the financial Bid. The **technically disqualified bidders will not be entertained** in the financial Bid.
- (g) **Non-refundable paper cost of**, in shape of Demand Draft, in favour of P.A., I.T.D.A., Baripada-cum-HO-SDC, Mayurbhanj payable at Baripada, should be attached in the Technical Bid and therefore, those tenderers/ suppliers who are interested to participate in the Tender Process, are instructed to attach demand draft, towards **paper cost in favour of** P.A., I.T.D.A., Baripada-cum-HO-SDC, Mayurbhanj payable at Baripada, in the Technical Bid through downloading the Tender paper and details of terms and conditions, from the website www.mayurbhanj.nic.in. Without Demand Draft of the paper cost, the tender paper shall not be accepted and liable to be **rejected**.
- (h) The Committee reserves the right to reject or cancel the tender/ quotation or supply orders without assigning any reason thereof.
- (i) The Committee shall not be responsible for any postal delay or missing of tender papers. The incomplete tender papers or **without EMD** received after the scheduled date and time shall not be accepted and liable to be **rejected**.
- (j) The Tenderers / Suppliers should submit only one sample for the quoted rate. (**Single Sample, Single rate**). **After observation of the samples, if the committee is satisfied then the financial bid will be opened.**
- (k) The Bidders required furnishing the quotation price of the items, the Committee has reserved the right to consider or select the article basing upon the qualitative product.


Collector & D.M-Cum-CEO,

 SDC, Mayurbhanj.

FORMAT-A
APPLICATION-TECHNICAL BID

1	Name of the Bidders
2	Details of earnest money deposit	DDNo. _____ date _____ of Rs. _____ _____ drawn on bank _____
3	Name of proprietor	
4	Full address of Registered Office	
5	Full address of Operating /Branch Office	
6	Name and Telephone authorized officer	
7	Registration Certificate any such equivalent certificate in support of formation / recognition of the bidder organization obtained from the Govt. authority	
8	Provisional Registration Certificate of GST	
9	Copy of PAN card attached	
10	Experience in Govt. Supply (if any, not mandatory)	
11	Bank Account No & Copy of cancelled cheque	
12	Declaration as per format -C	
13	Non-refundable Paper Cost in shape of Demand Draft	

Place:
Date:

Bidders Official Signature
Name & Designation with Rubber
Stamp/Official seal of the firm

FORMAT-B(I)
APPLICATION-FINANCIAL BID

Sl No	Name of the items	Specification/Size	Quantity	Rate per Sq.ft
1	Flex Printing	Flex should be best quality with multicoloured printing. Size- 20X10 Sq.ft (Display in 26 Block headquarters/Each sub-Division/Dist.Headquarters.)	34 nos	
2	Hoarding	1. Flex should be fixed by iron pipes and GI wires. 2. Structure of the hoarding will be of 7 feet height from ground level. 3. Quality of surface frame to be used should be good quality Size- 20x10 Sq.ft.	20 nos	
3	Flex Printing	1.Entry points of bordering places with structure Size-20x8 Sq.ft	20 Nos	
4	Glow Signboard	Glow signboard –size 05x04 frame with 3mm thickness	100 nos	

Note: - Rate should be quoted inclusive of cost of sheet, printing, transportation, fixing, designing, DTP as per specification & also inclusive of charges of all taxes.

Place:

Date:

Bidders Official Signature
Name&Designationwith
Stamp/Official seal of the firm

FORMAT-C
Declaration

1. I, _____ Son/ Daughter/ Wife of Sri _____ proprietor/ Authorized signatory of the bidders, mentioned above, are competent to sign this declaration and execute this tender document.
2. I have carefully read and understood all the items and conditions of the tender and undertake to abide by them.
3. The information/ documents furnished along with the above application are true and authentic to the best of my knowledge and belief. I/ we am/are well aware of the fact that furnishing of any false information/ fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.
4. I also certify that our firm has not been black listed by Central/ State Government/ Board/ Corporation/ autonomous body under administrative control of Central or State Government etc.
5. This is also certified that neither myself nor organization will indulge in any corrupt practices so far as this bidding is concerned.

Place
Date

Bidders Official Signature
Name & Designation with Rubber
Stamp/Official seal of the firm