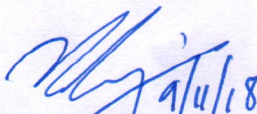


Office of the Special Development Council, Mayurbhanj

(Ph. & Fax No. (06792) 260250/ E-mail – sdcmayurbhanj@gmail.com)

Tender Call Notice No. **698** Dt. **09-11-18**

Sl.No	ITEM	DETAILS
1	Bid identification No.	Collector-cum-Ex-Officio , Chief Executive Officer, Special Development Council, Mayurbhanj (ITDA Bid Identification Notice No/ITDA-BPD-SDC- 03 /2018-2019)
2	Name of the Work	Invitation of Annual Rate Contract in OFF-LINE mode in two bid system i.e. Financial bid & Technical bid from eligible Manufacturers / Authorized Suppliers/Proprietors for supply of Musical Instruments for 456 Tribal Culture Clubs/Dance Troupes and Costumes for 52 Tribal dance troupes in respect of Mayurbhanj District.
3	Office Inviting tender	Special Development Council, Mayurbhanj , At-Baripada , PO-Bhanjpur , Dist-Mayurbhanj , Pin-757002
4	Officer concerned with headquarters authorized for the Tender.	P.A. ITDA, Baripada-cum-H.O.,SDC, Mayurbhanj (Contact No.- 9437464009)
5	Accepting Authority	Collector-Cum-Ex-Officio Chief Executive Officer, Special Development Council, Mayurbhanj
6	Intended completion period/Time period/Time period assigned for supply of items.	01 (One) Calendar months from the date of supply order/Work Order.
7	Availability & downloading of Tender Documents from the website.	" www.mayurbhanj.nic.in "
8	Date of publishing Bid	Dt. 09-11-2018 .
9	Last date of submission of Bid	Dt. 16-11-2018 up to 5.00 P.M.
10	Date of Bid Opening	Dt. 17-11-2018 at 10.00 A.M.
11	Place of Bid Opening	Office chamber of the SDC , Mayurbhanj
12	Address for communication	Special Development Council, Mayurbhanj , At-Baripada , (Near Murgabadi Golei) ,PO-Bhanjpur , Dist-Mayurbhanj , Pin-757002
13	Cost of Bid Document	Rs. 5,000/- (Five thousand) only Non-refundable to be submitted in shape of DD in favour of Project Administrator, ITDA, Baripada-cum-H.O., SDC, Mayurbhanj to be payable at Baripada.
14	Bid Security (Earnest Money Deposit)	Rs. 50,000/- (Fifty thousand) only to be submitted in shape of DD in favour of Project Administrator, ITDA, Baripada-cum-H.O.,SDC , Mayurbhanj payable at Baripada.
15	Mode of submission of Bids	Through Speed post/Registered Post/Courier services only.
16	Currency of Contract	India Rupees
17	Language of Contract	English
18	Format of Financial Bid	As per Annexure-II/1 to 6
19	Validity of tender	03 months from date of issue of supply order


Collector-Cum-Ex-Officio, Chief Executive Officer,
Special Development Council, Mayurbhanj

**BIDDING DOCUMENT
FOR
DESIGN & SUPPLY
OF
MUSICAL INSTRUMENTS AND
COSTUMES FOR TRIBAL DANCE TROUPES
OF
MAYURBHANJ DISTRICT
STATE ODISHA**

**Name of Office:-Special Development Council, Mayurbhanj
AT-Baripada (Near Murgabadi Golei) , PO-Bhanjpur , Dist-Mayurbhanj,
PIN-757002**

TELEPHONE: 06792260255

E-MAIL: sdcmayurbhanj@gmail.com

DOCUMENT TO BE ENCLOSED ALONGWITH THE OFFER

The Tender should be comprises of the following documents.

- a) Forwarding letter.
- b) Details of past experience against supply made to different state nodal agencies.
- c) Photocopies of certificate of satisfactory performance of items supply previously to any Agency/Firm/Govt. department along with copy of supply order.
- d) Earnest money deposit.
- e) Tender paper Cost deposit.
- f) Technical Bid
- g) Financial bid as per Annexure-II

DETAILED Re-TENDER CALL NOTICE (D.T.C.N)

INVITATION FOR BIDS (IFB)

Bid Identification Notice No/ITDA-BPD SDC- 02/2018-2019

The Collector-Cum-Ex-Officio Chief Executive Officer, Special Development Council, Mayurbhanj on behalf of Governor of Odisha inviting Annual Rate Contract in **OFF-LINE** mode in two bid system i.e. **Technical bid & Financial bid** from eligible Manufactures/Authorized Suppliers for supply of Musical Instruments I regards to 456 Tribal cultural clubs/dance troupes and Costumes for 52 Tribal dance troupes in respect of Mayurbhanj District during the financial year 2018-19 under Special Development Council Funds. The Approximate requirement of quantity and the type of Costume and Musical Instrument for 12 different Tribal dance Group will be as per the list enclosed herewith separately at Annexure-I. Like-wise, 456 sets of Musical Instruments and 52 costumes will be required for different Tribal dance group, which may vary basing on the actual requirement at the time of orders. The bidders are required to quote their rate in the enclosed Financial Bid (Annexure-II) separately for each group in the said Format & ***shall bring samples of the different items on the day of opening of tender, the quality of the Costumes and Musical Instruments will be verified by the Expert Committee. The Financial Bid of the supplier will not be taken into consideration if the items found to be sub-standard by the committee and the bidder will not be allowed to take part in the Tender.***

The bid documents are available in the Mayurbhanj District Office website of NIC www.mayurbhanj.nic.in and can be downloaded from 11.00 A.M. of dt. 09-11-18 to dt. 16-11-18 up to 5.00 P.M. The last date and time of submission/receipt of Bid as per contract date through Registered Postal delay cannot be considered.

MUSICAL INSTRUMENTS & COSTUMES:

The musical instruments and costumes as per list at Annexure-I should be of good quality. Priority will be given to the bidders considering the quality of materials and price quoted thereof. The Approximate requirement of quantity and the type of costumes and Musical Instruments for 12 different Tribal dance Group will be as per the list enclosed herewith separately at Annexure-II. Like-wise, 456 sets of Musical Instruments and 52 sets of costumes will be required for different Tribal dance groups/cultural clubs, which may vary basing on the actual requirement at the time of orders. The requirement may vary time to time during the period of Annual rate Contract. The bidders are required to quote their rate item-wise / unit-wise in the enclosed prescribed Format of Financial Bid separately for group at Annexure-II/1 to Annexure-II-6.

Manufacture/Supplier/Proprietors:

A person, group, or a company that owns or runs a manufacturing plant.

A person, group, or a company that manufactures / Authorized Supplier.

1. Eligibility Criteria/Technical Bid

- 1.1 All Manufactures / Suppliers / Proprietors dealing with supply of Musical Instruments and Costumes for Tribal.
- 1.2 Preference shall be given to the Manufactures/Suppliers/Proprietors of the Mayurbhanj District.
- 1.3 The Supplier should have valid Income Tax (PAN), Sales Tax Registration Certificate with last 2 Financial Year IT Return (i.e-2016-17/2017-18,) & Current Financial Year-2018-19.
- 1.4 The Financial Bids (Annexure-II) should also be accompanied with tender documents.
- 1.5 All the term & conditions of DTCN must be fulfilled by the bidder and the required amount towards cost of Tender Papers & EMD must be submitted in shape of Draft along with tender documents.
- 1.6 GSTIN Certificate/VAT RC of last 02 Financial Year.

2. Scope of Work:

- 2.1 The board scope of work would be to Design, Supply and Transport Musical Instruments and Costumes for the tribal resides at Blocks/Registered Clubs / Community Centers to whom supply order are to be placed.
- 2.2 Storage facilities of the items to be supplied materials should be provided by the Supplier for inspection at delivery intermediate points for facilitating the process.
- 2.3 The Agencies shall have to supply the items to the SDC, Mayurbhanj as per the work order. Intended Suppliers are advised to collect all necessary information before hand about approach road to the village, distance and mode of transportation etc. before submitting the Annual Rate Contract.
- 2.4 Proper storage of Musical instruments and Costumes shall be the responsibility of the Supplier. The name of Register Clubs/Community Centers will be provided with the work order. In some cases the supplier will required to seek conformation in this regard from SDC, Mayurbhanj prior to despatch of Musical Instruments and Costumes to the allotted destination.
- 2.5 The supply of Musical Instruments and Costumes to the SDC, Mayurbhanj, in the specific locations will be carried out as per the instruction of the Chairman, SDC, Mayurbhanj/District Cultural Officer/Concerned PA, ITDAs/Authorized Officer. The suppliers shall obtain acknowledgement from the concerned ITDAs after delivery of items .
- 2.6 The date of commencement of supply shall be reckoned as the date of issue of supply orders.
- 2.7 All necessary conditions as further outlined in the subsequent section of this document are to be followed.

3. Instruction to Bidders for technical bid

- 3.1 Bidders must submit their bid through proper means.
- 3.2 Bidders must submit the bid documents by writing in English Language only.
- 3.3 Incomplete, telegraphic or conditional bids shall not be accepted.
- 3.4 Prices quoted must be firm and fixed. No price variation/escalation shall be
- 3.5 The Bidders/Authorized Agent must sign at the bottom of each pages of all bid documents at the time of submission in token of unconditional acceptance of the departmental terms and conditions, technical specification etc.
- 3.6 Copy of last 2 Financial Year IT returns (i.e-2016-17/2017-18) & current Financial Year-2018-19 with Statement, Valid GSTIN certificate with last GST Copy of PAN card etc., duly signed must be submitted along with the bid.
- 3.7 Deviation in terms & condition, Inspection clause etc. would not be accepted under normal condition. However, under exceptional situation the same may be considered at the discretion of authority.
- 3.8 The quantity of material to be purchased are subject to alteration without any notice.
- 3.9 Since timely supply of materials are of paramount importance, requests for extension of time shall be entertained.
- 3.10 Canvassing in any manner shall not be entertained .It will be viewed seriously leading to rejection of the bid.
- 3.11 All essential supplementing documents should be signed in case of need for verification, originals should be produced.
- 3.12 Earnest money/Tender Paper Cost must be deposited in shape of Demand Draft to be drawn in favour of the **Project Administrator, ITDA, Baripada-cum-H.O., SDC, Mayurbhanj** payable at **Baripada Mayurbhanj** from any scheduled Bank. **Bids without E.M.D. and without Bid cost will not be considered.**
- 3.13 **The last date of receipt of the Bid through OFF-LINE mode i.e. by Registered Post/Speed Post /courier is up to 5.00 P.M of dt. 16-11-18 , after which if any tender documents received will be rejected.**
- 3.14 **The Bid documents received in OFF-LINE mode through Registered post/Speed posts/courier by the date line shall be opened on 17-11-18 at 10.00 A.M** in the Office of the SDC, Mayurbhanj (conference hall) in presence of the bidders / authorized representatives.
- 3.15 The bidders during supply of the materials are required to fix the **Logo** of Special Development Council Mayurbhanj in the material to be supplied without any extra cost for it.
- 3.16 Power of Attorney to sign the agreement on behalf of bidders & partnership deed articles, if any should be along with the original bid documents.

- 3.17 Notice inviting tender, bid documents, prescribed price bid, terms & conditions will form the part of the tender.
- 3.18 In case of supply of any defective materials or substandard materials, will be rejected & it will be the responsibility of the supplier for taking back & replacing the rejected materials at their own cost. In case of non-lifting of such rejected materials within a reasonable time offered by the office, it will have the right to suitably dispose of the same and forfeit the amount.
- 3.19 The supplied materials should be strictly complied with the specification as mentioned in the bid , otherwise the material would be liable for rejection.
- 3.20 Bidders may in their own interest visit the site to undertake field enquiry of the proposed places before submitting bids. The SDC, Mayurbhanj will not be responsible for any incidental or consequential losses of the firms during supply of materials.
- 3.21 All bids received will remain valid up to the end of Financial Year 2018-19 . The authority reserve the right to extend the date of validity of bids to a acceptable time period .
- 3.22 Individual quotation items of the said tender can't be entertained.
- 3.33 Annual average turnover statement of last 3 F.Y.(i.e-2015-16/2016-17, 2017-18) from the C.A not less than 80 lakhs with P.L. Balance sheet.
- 3.34 Performance certificate, undertaking to supply all items, Vat Clearance Certificate form No-612 latest, Dealership certificate /Authorization certificate from OEM of Costumes, Harmonium, Flute, Brass bell must be submitted.
- 3.35 Manufacturer's name must be printed on quoted items.
- 3.36 Bidder/suppliers must be ISO certified company. Copy to be submitted along with the Technical Bid.
- 3.37 If applied by manufacturer , then the manufacturing license must to be submitted.
- 3.38 Copy of previous supply order,Bank Passbook front page must be submitted.

4. Procedure for opening of Tender:

- (A) The procedure of opening of the bid shall be as under.
 - i) The Financial bid shall be opened by the Tender Committee as per the date, time & venue mentioned in the "Tender Call Notice & DTCN", in presence of bidders whose Technical Bid will be qualified as per DTCN. The financial suitability of offers will be examined in detail on the basis of documents submitted by the supplier .
 - ii) All bidders shall essentially quote their rate in the Financial Bid Format , both in words and figures (Annexure-II).

5. Acceptance/Rejection of the bid documents:

The Collector-Cum-Ex-Officio Chief Executive Officer, Special Development Council, Mayurbhanj reserves the right to :-

- i) Reject or accept any or all bids without assigning any reason thereof.
- ii) To split the quantities against the bid on more than one firm for the same items.
- iii) After the delete any of the terms and conditions mentions in this bid documents during the process of tender till finalization, for which, No reason will be assigned by SDC for this and the same will be binding on the bidders.

6. Earnest Money Deposit:

- 6.1 The earnest money deposited (EMD) is to be paid through Demand Draft issued from any Scheduled Bank in favour of the Project Administrator, ITDA, Baripada-cum-H.O., SDC, Mayurbhanj and should be enclosed with the bid documents.
- 6.2 Unsuccessful bidder's EMD will be discharged/returned as promptly within thirty (30) days after the issuance of work order to successful bidder.

The Bid security may be forfeited:

If a Bidder

- i) Withdraw its bid during the period of bid validity specified by the bidder on the Bid form.
- ii) In case a successful Bidder fails to sign the Contract within the specified period.

7. Payment Terms:

Payment under normal circumstances will be done as detailed below.

- i) The payment will be released by the Project Administrator, ITDA, Baripada-cum-H.O., SDC, Mayurbhanj only after supply of the intended materials in good condition, on production of necessary bill/vouchers in this regard by the Supplier. The Suppliers are also required to furnish a certificate to that effect regarding hanging over the materials.

8. TERMS & CONDITIONS:

- (a) The Bid documents shall be submitted by Register Posts/Speed Post only in the address of SDC Mayurbhanj, At/po- Baripada, District- Mayurbhanj, PIN- 757002, Odisha. Conditional tenders without EMD shall be rejected.
 - (b) The Rate quoted should be on the basis of for destinations anywhere in Mayurbhanj district. Prices to be quoted in Financial Bid will be inclusive of Transportation ,GST and all other applicable taxes. To quoted rate shall be valid for one year from the date of opening of tender as this is Annual Rate Contract.
9. The bidders from Mayurbhanj district should be given priority during finalization of tender.
 10. Project Administrator, ITDA, Baripada-cum-H.O., SDC /Chairperson, special Development Council, Mayurbhanj reserves the right to split the work order on the lowest quoted rates to one or more

than one qualified bidders other than lowest-1 for supply of materials or any other reasons, if requires. The decision of Expert Committee regarding selection of Costumes and Musical Instruments about **Quality** will be final and binding on selected bidders in this case.

11. The materials shall be supplied at the specified site after confirming from Concerned PA, ITDAs of Mayurbhanj District.
12. The work order(s) shall be placed depending upon the requirement of the agency from time to time within the validity period of tender.
13. All disputes relating to this work shall be subject to the jurisdiction of SDC, Mayurbhanj district headquarters and Collector, Mayurbhanj shall be the sole arbitrator.
14. The undersigned reserves the right to accept or reject any or all tenders without assigning any reason in the interest of the SDC, Mayurbhanj.
15. Transit insurance if any to be required will be taken by the Supplier at their own cost.
16. Conditional offers with addition/omission to original DTCN are to be rejected.


The Collector-Cum-Ex-Officio, Chief Executive Officer,
Special Development Council, Mayurbhanj

TENDER FOR MAKING ANNUAL RATE CONTRACT FOR THE YEAR 2018-19 FOR SUPPLY OF MUSICAL INSTRUMENTS/ COSTUMES TO VARIOUS TRIBALS/ REGISTERED CLUBS/ COMMUNITY CENTRE TO DIFFERENT TRIBAL DANCE GROUPS IN MAYURBHANJ DISTRICT (ODISHA)

FINANCIAL BID

Name of Work:

Financial Bid for supply of Musical Instruments and Costumes for Tribal Dance Troupes to all registered youth clubs run by the ST Communities to continue performing art under FOUR Integrated Tribal Development Agency, such as Baripada, Udala/Kaptipada, Karanjia and Rairangpur of Mayurbhanj district under Annual Rate Contract for the year 2018-19.

Sl No.	Type of tribal Dance Group	Sub Sl No.	Description of item to be supplied per group	UNIT	Rate to be quoted here PER UNIT by the BIDDER		
					Rs. in figure	Rupees in words	
1	SAUNTI DANCE	COSTUMES:					
		FOR FEMALE					
		1	ବୁଭୁକ (ନାଲି ରଙ୍ଗର)	୧			
		2	ସାଘା (ଧଳା ରଙ୍ଗର)	୧			
2	MUNDA DANCE	COSTUMES:					
		FOR FEMALE					
		1	ସାଘା	୧			
		2	ଡୋଲ	୧			
3	BHUMIJ DANCE	MUSICAL INSTRUMENTS					
		1	ଡୋଲ	୧			
4	LODHA DANCE	FOR FEMALE					
		1	ସାଘା	୧			
5	HO DANCE	COSTUMES:					
		FOR FEMALE					
		1	ପଲସା ମାଳୀ	୧			
		1	ବୁଆଙ୍ଗ (ଲାଞ୍ଜରେ ତିଆରି) - ଉପର ବାଜିର ଲମ୍ବ ୫୦", ଲାଞ୍ଜର ଲମ୍ବ ୧୩" (ଗୁଡ଼ିକ କେବଳ ଦାଖଲ ନୁହେଁ ପାଇଁ)	୧			
6	SANTAL DANCE	COSTUMES :					
		FOR FEMALE					
		1	ଟାମାଲ (ଟଙ୍କା ମାଳୀ) ଏଲୁମିନିୟମ	୧			
		MUSICAL INSTRUMENTS					
		1	ଟାମାକ (ନାଗରା) - ଉପର ମୋଟେଇ ୧୮ " ଉଚ୍ଚତା ୨୧"	୧			
		2	ଡଢ଼ଡ଼ି - ଉପର ମୋଟେଇ ୧୮", ତଳ ମୋଟେଇ ୧୦", ଉଚ୍ଚତା ୯"	୧			
		3	ଭାକ (ଲମ୍ବା ଡଢ଼ଡ଼ି ବାଦ୍ୟ) - ଉପର ମୋଟେଇ ୧୬", ତଳ ମୋଟେଇ ୯", ଲମ୍ବ ୪ ଫୁଟ	୧			
		4	ବୁଆଙ୍ଗ (ଲାଞ୍ଜରେ ତିଆରି) - ଉପର ବାଜିର ଲମ୍ବ ୫୦", ଲାଞ୍ଜର ଲମ୍ବ ୧୩"	୧			
5	ବନାମ (କେନ୍ଦରା) - ଲମ୍ବ ୨୪" ଡୁ ୨୮", ଘୋଡ଼ା ଲାଞ୍ଜ ବୁଡ଼ିର ଲମ୍ବ ୨୩"	୧					
6	ସାବୁଆ ଲମ୍ବ ୧୨" (ଶିଙ୍ଗରେ ତିଆରି କାହାଳୀ)	୧					

7	MAHALI DANCE	COSTUMES:		Unit	Rs. in figure	Rupees in words
		FOR FEMALE				
		MUSICAL INSTRUMENTS				
	1	ଟାମାକ (ନାଗରା) - ଉପର ମୋଟେଇ ୧୮" ଲମ୍ବ ୨୧"	୧			
	2	ଚଢ଼ଚଢ଼ି - ଉପର ମୋଟେଇ ୧୮", ତଳ ମୋଟେଇ ୧୦", ଉଚ୍ଚତା ୯"	୧			
	3	ଢାକ (ଲମ୍ବା ଚଢ଼ଚଢ଼ି ବାଦ୍ୟ) - ଉପର ମୋଟେଇ ୧୬", ତଳ ମୋଟେଇ ୯", ଲମ୍ବ ୪ ଫୁଟ	୧			
	4	ବନାମ (କେନ୍ଦରା) - ଲମ୍ବ ୨୪" ରୁ ୨୮", ଘୋଡ଼ା ଲାଞ୍ଜ ଚୁଟିର ଲମ୍ବ ୨୩"	୧			
	୫	ସାକୁଆ ଲମ୍ବ ୧୨" (ଶିଙ୍ଗରେ ତିଆରି କାହାଳୀ)	୧			

