

OFFICE OF THE CHILD DEVELOPMENT PROJECT OFFICER, BANGRIPOSI  
e-mail:-[cdpobangr.or@nic.in](mailto:cdpobangr.or@nic.in)

No. 1676 /Date. 20.11.2018

**TENDER CALL NOTICE**

Sealed Tenders in plain paper are invited from the intending reputed registered Firms /Suppliers having authorisation for supply of "(I)Registers etc (II) Utensils etc." for use in the Anganwadi Centres and Office in respect of ICDS Project, Bangriposi under Women and Child Development & Mission Shakti Department for the financial year 2018-19. The interested bidders may submit the tender documents complete in all respect along with EMD and other requisite documents on or before **5<sup>th</sup> December- 2018 up to 5.00 PM** addressing to the *Child Development Project Officer, Bangriposi, At/PO:- Bangriposi Dist:- Mayurbhanj* PIN-757032 by Registered Post /Speed Post/By hand. The tender paper shall be opened on the **6<sup>th</sup> December, 2018 at 11.00 A.M.** in the Office chamber of the Sub-Collector, Baripada. The other details like terms and conditions, general instruction for bidders etc. are available in the website [www.mayurbhanj.nic.in](http://www.mayurbhanj.nic.in).

The quotationers or their representatives are requested to be present at 5.00 PM on 05.12.2018 at the time of closing of the Tender box in this Office.

The specification/mark/brand etc of the articles can be obtained from the Office of the undersigned on any working day up to dt: **05.12.2018, 1.00PM** and also can be downloaded from the website [www.mayurbhanj.nic.in](http://www.mayurbhanj.nic.in).

N.B:- It is informed that the previous tender call Notice invited vide this letter No. 1571 dt. 20.10.2018 is hereby cancelled and fresh Tender call has been invited. Further it is informed that the Security Money deposited by the Quotationers in previous Tender will carry forward for the fresh Tender if they apply again, otherwise may be collected back with proper application by the quotationers.

*Handwritten: HDM 20.11.18*  
Child Development Project Officer  
Bangriposi

Memo No. 1677 // dt.20.11.2018

Copy submitted to the DIO, NIC, Mayurbhanj, Baripada for information with a request to upload the Tender Call Notice, Term condition and Tender document in the [www.mayurbhanj.nic.in](http://www.mayurbhanj.nic.in) website for wide publicity.

*Handwritten: HDM 20.11.18*  
Child Development Project officer  
Bangriposi

Memo No.1678 // dt. 20.11.2018

Copy submitted to the Sub-Collector, Baripada /D.S.W.O. ,Mayurbhanj/ B.D.O. Bangriposi / Tahasildar, Bangriposi /GM,DIC, Mayurbhanj/Deputy. Register, Co-operative Societies, Baripada, Mayurbhanj for information and necessary action with a request to display the tender call notice in the Notice Board of their respective offices for wide publicity.

Copy to the Notice Board of CDPO Bangriposi

*Handwritten: HDM 20-11-18*  
Child Development Project officer  
Bangriposi



## TERMS AND CONDITIONS:

1. The quotations shall be received by the undersigned through registered post with AD or by hand in sealed packets during office hours i.e, from **20.11.2018** to **05.12.2018** (10AM to 5PM) on working days and the same will be opened on **06.12.2018** at **11.00 A.M.** in the office chamber of the Sub-Collector, Baripada in presence of the quotationers or their authorised agents.
2. No quotation will be entertained after the stipulated date and time.
3. The quotationer has to quote single rate of the articles in the scheduled prescribed for the purpose inclusive of all taxes, transporting cost and other incidental charges, if any, and delivery should be made in the ICDS Project Office, Bangriposi
4. Tender will be in three parts i.e. Technical Bid (Part-1), Financial Bid (Part-2) and Declaration (Part-3). The bidder should submit their bids in envelop cover superscripted as **“Supply of Articles to Anganwadi Centres and Office use for the financial year 2018-19”** along with all relevant documents.
5. The quotationer has to submit
  - (i) Firm registration certificate
  - (ii) Registration Certificate of GST .
  - (iii) Up- to- date GST Clearance certificate.
  - (iv) Copy of PAN Card.
  - (v) Last three year IT Returns (i.e. 2016-17, 2017-18 & 2018-19)
  - (vi) Last one year's Audit Report (FY2017-18)
  - (vii) Experience in Govt. Supply (if any, not mandatory)
  - (viii) Bank Account Number (cancelled cheque)
  - (ix) Original Money receipt
  - (x) Declaration as per Format-C (Copy enclosed)
6. The quotationer shall deposit security money of **Rs.2,000/-**(Rupees two Thousand) only in the Office of the undersigned and attach the money receipt with the quotation. The security money of the unsuccessful quotationer will be refunded after finalisation of the tender process on proper application. The security money of the successful quotationer will be refunded after supply of articles as per the requirement.
7. The quotation once submitted will not be returned or exchanged.
8. The quotationers are required to produce the samples before the purchase committee for finalisation of the quotations on **06.12..2018** at **11.00 A.M..**



Samples are mandatory, without samples tender will not be accepted. The samples so produced will be kept by the undersigned and will be returned after supply of articles as per requirement.

9. The successful quotationers shall supply all the articles within 1(One) month from the date of receipt of the supply order, failing which, the supply order will be cancelled and simultaneously the security money will be forfeited.
10. The rejected materials/ materials not matching with the approved sample shall be replaced by the suppliers at their own cost at the time of delivery.
11. Payment will be made after receipt of all items as per supply order in the approved rate and quantity on proper verification by the undersigned. No interest can be charged by the quotationers for deferred payment, if any.
12. Non- fulfilment of the aforesaid terms and conditions will lead to non-acceptance of quotation.
13. The CDPO, Bangriposi reserves the right to cancel any or all the quotations without assigning any reasons thereof and may accept the higher rate quoted by any quotationer considering the quality of the articles.

*W.D.M.*  
*20.11.18*  
Child Development Project officer  
Bangriposi



Encl:- List of articles.

Sl. No.	Name of Articles	Specification/Make/ Brand	Units
<b>Office Contingency</b>			
1	Xerox paper	A4 size (JK easy copier ) As per sample	Per Packet of 500 pages
2	Binding rolling register (6 No.)	Oxford As per sample	Per No.
3	Guard File (Standard)	As per sample	Per register
4	Cash book	Oxford As per sample	Per No.
5	Tag	100 piece bundle As per sample	Per No.
6	Stapler	Kangaro HS-G10 As per sample	Per No.
7	Stapler pin	Kangaro HS-G10 As per sample	Per No.
<b>AWC Contingency</b>			
1	Steel tray for serving food	As per Sample	Per piece
2	Aluminium drum (50 KG capacity)	As per Sample	Per piece
3	Both side printed papers (A4 size)	As per Sample	Per printed paper
4	Corner duly colored with 3 shelves	,As per sample	Per piece
5	Towel (10" x 8")	As per sample	Per piece
6	Plastic chair (Nilkamal)	As per sample	Per piece
7	Plastic table (Nilkamal)	As per sample	Per piece
8	Dori (Cotton )	As per sample (12ft x 9 ft)	Per piece

*Wam*  
*20.11.18*  
Child Development Project officer  
Bangriposi

I agree to abide by the above terms and conditions.

Signature of the quotationer



## TENDER FORM

### Part-1

#### (Technical Bid)

1.	Name of the Agency/Firm/Bidder(In Capital Letter)	
2.	Full Address of the Agency/Firm/Bidder along with the telephone/Mobile No. and email address.	
3.	Name of the authorised Signatory(In block letters)	
4.	Specimen signature of authorised signatory	
5.	Registration No.(Attached copy of Registration certificate issued from DIC)	
6.	Up to date GST Clearance certificate(copy to be attached)	
7.	PAN No.(Copy to be attached)	
8.	Last one year IT Returns (FY 2017-18) (Copy to be attached)	
9.	Last one year's Audit Report (FY2017-18) (Copy to be attached)	
10.	Experience in Govt. Supply (if any, not mandatory)	
11.	Bank Account Number(First page Xerox copy)	
12.	Original Money receipt	
13.	Declaration as per Part-3 (Copy to be attached)	
14.	Whether all documents submitted and signed by the authorised signatory of the organisation(Yes/No)	

#### DECLARATION

I/We hereby certify that the terms and conditions specifications etc. given with the tender notice have been read carefully and 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 stage the tender shall be blacklisted and will not have any dealing with in future.

Place:

Date:

(Signature and seal of the authorised signatory)



**TENDER FORM  
(Declaration)  
Part-3**

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 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 procession 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 I 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.



**TENDER FORM**  
**Part-2**  
**(Financial Bid)**

Sl. No.	Name of Articles	Specification/Make/ Brand	Units	Quoted rate
<b><u>Office Contingency</u></b>				
1	Xerox paper	A4 size (JK easy copier ) As per sample	Per Packet of 500 pages	
2	Binding rolling register (6 No.)	Oxford As per sample	Per No.	
3	Guard File (Standard)	As per sample	Per register	
4	Cash book	Oxford As per sample	Per No.	
5	Tag	100 piece bundle As per sample	Per No.	
6	Stapler	Kangaro HS-G10 As per sample	Per No.	
7	Stapler pin	Kangaro HS-G10 As per sample	Per No.	
<b><u>AWC Contingency</u></b>				
1	Steel tray for serving food	As per Sample	Per piece	
2	Aluminium drum (50 KG capacity)	As per Sample	Per piece	
3	Both side printed papers (A4 size)	As per Sample	Per printed paper (both side)	
4	Corner duly colored with 3 shelves	,As per sample	Per piece	
5	Towel (10" x 8")	As per sample	Per piece	
6	Plastic chair (Nilkamal)	As per sample	Per piece	
7	Plastic table (Nilkamal)	As per sample	Per piece	
8	Dori (Cotton )	As per sample (12ft x 9 ft)	Per piece	

Place:

Date:

(Signature and seal of the authorised signatory)