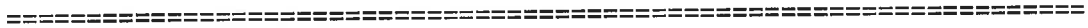




BID DOCUMENT

FOR

**Purchase of Teaching & Learning Materials for
Class – I to V for the academic year 2023-24**



**DISTRICT PROJECT OFFICE
SAMAGRA SHIKSHA, MAYURBHANJ, BARIPADA, ODISHA - 757002**


**DISTRICT PROJECT OFFICE
SAMAGRA SIKSHYA, MAYURBHANJ**

TENDER CALL NOTICE

No:.....236.....Dated:.....24-01-2024.....

Purchase of Teaching & Learning Materials (Wax crayon, Drawing Book, Geometry Box)

Sealed Tender are invited from registered suppliers/vendors having valid Authorisation Certificates, MSME/SSI, PAN, GST regd. no. for Supply of **TLM Materials (Wax crayon & Drawing Book for 109894 students of Class I to III and Geometry Box 76938 students of Class IV to V) for 2023-24**. The tender papers/bid documents containing detailed specification with terms and conditions in 2 part bidding ie., application of Technical Bid & application of Financial Bid & the tender paper can be downloaded in the website at www.osepa.odisha.gov.in and www.mayurbhanj.nic.in. Tender processing fees Rs.5000.00 (Rupees Five Thousand) Only is (Non-Refundable). The last date & time for submission of sealed tender is ~~06-02-2024~~ at 2 pm and the Tech & Fin bid will be opened on ~~07-02-2024~~ at11:00AM .


**Collector-cum-Chairman
Samagra Sikshya, Mayurbhanj**



DISTRICT PROJECT OFFICE
SAMAGRA SHIKSHA: MAYURBHANJ (ODISHA)

Phone & Fax: 06792-260865 / 06792-260007
E-mail: dpcmayurssa.osepa@nic.in



NOTICE INVITING TENDER (NIT)

Sealed tenders are invited vide tender call notice No.236..... Dated. 24-01-24 from the reputed & credible supplier / agencies for supply of " Teaching & Learning Materials for Class-I to V Students in two bid systems (Technical & Financial Bid) as detailed below.

Name of the Tender	Bid processing fees	Amount of EMD	Last Date & time of receipt of Bid	Date & time of opening of Technical Bid
Purchase of TLM Materials	Rs.5000/- (Rupees Five thousand) only	Rs.375000.00(Rs Three lakh Seventy five thousand only)	06-02- 2024 by 2.00pm	07-02-2024 at 11:00AM

The detailed BID document is available in the website www.mayurbhan.nic.in. www.osepa.odisha.gov.in. Interested and eligible agency / firm may download BID DOCUMENT from the above website and apply accordingly. Corrigendum / addendum, if required, will be uploaded in the above website. Hence potential bidders are requested to be in continuous touch with the above website.

The Tender Inviting Authority (TIA) reserves the right to accept / reject any full or part / all BIDs/ cancel the entire selection process at any stage without assigning any reason thereof.

By the order of Collector - cum – Chairman


District Project Co-ordinator
Samagra Shiksha, Mayurbhanj

CONTENTS OF BID DOCUMENT

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IMPORTANT INFORMATION TO THE BIDDER.

S. No.	Particular	Details
1.	Tender Inviting Authority (TIA)	District Project Coordinator, Samagra Shiksha, Mayurbhanj
2.	Availability of the Bid document	www.mayurbhanj.nic.in www.osepa.odisha.gov.in or at DPO, SS, Mayurbhanj
3.	Date of Issue of the Bid	
4.	Last date and time of receipt of the Bid only through speed post/ registered post.	<u>06-02-</u> 2024 by 2.00P.M
5.	Date & time for opening of Technical BID.	<u>07-02-</u> 2024 at <u>11:00AM</u>
6.	Date of opening of Financial BID	Date will be declared on the date of opening of the technical bid.
7.	Bid Processing Fee (Non-Refundable)	Rs.5000/- (Rupees Five Thousand Only) in shape of DD/ Banker's Cheque drawn in any nationalized / scheduled bank favouring District Project Coordinator, Samagra Shiksha payable at Mayurbhanj which will be annexed with the Technical Bid.
8.	Earnest Money Deposit (EMD) *(Refundable without interest)	Rs.3,75,000/- (Rs Three lakh Seventy Five thousand only) of the bid value i.e. in shape of Banker Cheque / Demand Draft / Bank Guarantee
9.	Address & mode of submission of proposal	O/o the District Project Coordinator, Samagra Sikshya, Mayurbhanj At – Murgabadi, Baripada Po – Bhanjapur Dist: Mayurbhanj, PIN-757002 Mode of Submission: Speed Post / Registered Post only to the address as specified above during the office hour only). Submission of proposal through other mode and late bid will be rejected.
10.	Place of Opening of Proposal:	Office chamber of Collector & D.M, /DEO cum DPC Mayurbhanj
11.	Point of Delivery & Completion of supply	At the 26 Block BEO Office within 20 days from the date of issue of work order
12.	Submission of Performance security & Signing of agreement.	Within 03 days of issue of work order

BID INSTRUCTION

Supply of Teaching & Learning Material (Wax crayon, Drawing Book, Geometry Box)

The District Project Co-ordinator, Samagra Shiksha, Mayurbhanj invites bids from the reputed & credible Supplier/OEM/Distributors/Agencies for supply of **TLM Materials (Wax crayon & Drawing Book for 109894 students of Class I to III and Geometry Box 76938 students of Class IV to V) for 2023-24.**

"The detailed terms & conditions of the above bid are as under;

SCOPE OF SUPPLY AND GENERAL INSTRUCTIONS FOR BIDDERS

1. Eligibility Criteria :

The Supplier /Bidders must have:

- (a) Valid Aadhaar / Udyog Registration for supply of Office Stationery/TLM items.
- (b) Valid Authorisation Certificates of the brands quoted in the tender
- (c) Valid PAN
- (d) Valid GST Registration Certificate.
- (e) Last 3 yrs IT Return File
- (f) Minimum turnover Rs.1 crore

2. Application Procedure:

- (a) The Bid has been invited under two bid system i.e. Technical Bid and Financial Bid. The interested bidders are advised to submit Three Separate sealed envelopes super scribed as "Technical Bid for supply of TLM Materials", "Sample of items quoted in Bids" & "Financial Bid for Supply of TLM Materials". All these sealed envelopes should be kept in another sealed envelope super scribed as "Tender for Supply of TLM Materials for 2023-24". If bidder submits more than one Sample in each category, will be disqualified in Technical Bid/evaluation.
- (b) **Technical Bid & Financial Bid.**
The Bidder has to fill up the Technical bid Form (Tech-1, Tech-2, Tech-3, Tech-04) & submit it with a separate envelope with all self-attested documents / papers as mentioned in para-2 (f). Similarly, the Financial Bid form has to be filled up as per prescribed form (Fin-1 & Fin-2) and to be submitted in a separate sealed envelope. The bidder is to quote per set rate in the prescribed format (FIN-2).
- (c) The tender should be addressed to the District Project Co-ordinator, **Samagra Sikshya , Mayurbhanj, At-Murgabadi Po: Bhanjapur – 757002 Baripada**
- (d) The Bid document is available in website www.mayurbhanj.nic.in/ www.osepa.odisha.gov.in and the cost of the tender paper @ Rs.5000.00 (Bid processing fee & non refundable) is to be enclosed in shape of crossed Demand Draft / banker's Cheque in favour of "District Project Coordinator, SSA, Mayurbhanj" payable at Baripada along with the Technical BID.
- (e) **Earnest Money Deposit (EMD):** The bidder has to submit EMD valued Rs.3,75,000.00. The EMD (refundable - without interest), may be submitted in shape of Demand Draft / Banker's cheque / Bank Guarantee (**Format A**) from any Nationalized or scheduled bank drawn in favour of "District Project Coordinator, SSA, Mayurbhanj" payable at Baripada, failing which the tender shall be rejected summarily. In case of bank guarantee, it should be valid up to at least 90 days beyond the date of opening of Financial bid. The instrument in original should be necessarily accompanied with the Technical Bid. The EMD of the un-successful bidders shall be refunded within 30 days after award of contract. The EMD shall be forfeited in the event of withdrawal of the tender once submitted in case of a successful bidder who (i) fails to execute the agreement within specified period & (ii) not submitted performance security and/or express its inability to supply the finished material within the stipulated period. **The EMD of successful**

bidder shall be refunded after receipt of Performance security. Exemption towards EMD and Bid Security shall not be considered (OPEPA Letter no. 8108/FIN/12 dtd. 03.09.2012)

- (f) The interested Bidders are to enclose self-attested photocopies of the following valid documents /papers in the **Technical Bid envelope**. The proposal submitted without the following documents/papers shall not be considered.
- Valid Aadhar Udyog Registration for this type of supply works.
 - Valid PAN.
 - Valid GST Registration Certificate.
 - Copy of ITR acknowledgement for the last three financial year i.e.2020-21, 2021-22, 2022-23.**
 - Last 3 years Audit Report(2020-21, 2021-22, 2022-23**
 - Last 3 year (2020-21, 2021-22, 2022-23) each single order of Rs 1 crore or more of supplying of TLM materials.
 - DD/Bankers Cheque amounting to Rs.5000/- as bid processing fee.
 - EMD of Rs.3, 75,000.00 in shape of Demand Draft / Bankers Cheque (**No Exemption to be claimed**).
 - Duly filled in, signed & sealed Tech-1, Tech-2, Tech-3 & Tech-4 formats.
 - One Sample set in each category must be sealed & submitted in the Tender Application.
 - Affidavit by Notary that the Firm/Agency is not Black-listed or defaulted for any reason.
 - Sample: Packet One (Class – I to III, Crayons & Drawing Book), Packet Two (Geometry Box) must be submitted. Without sample bidder will be cancelled.
3. The Bidder who meets the requirements specified in the Technical Bid will only be considered for participating in the Financial Bid. Financial Bid of the technically disqualified bidders will not be considered & opened.

4. **Submission & Opening of Tender:**

- The interested Bidders may submit the tender document complete in all respects along with EMD, bid processing fee and other requisite documents on or before**06-02-2024** **by 2PM** (in all working days) addressed to the District Project Coordinator, Samagra Shiksha, Mayurbhanj Baripada, Murgabadi Po: Bhanjapur-757002 only by **Registered Post / Speed Post only**. The Authority is not responsible for any postal delay. No other mode of submission of bid shall be entertained.
- Late Bidders:** Any bid received by the authority after the prescribed time and dateline for submission of bids will not be considered and opened. Thus the same is deemed to be rejected.
- The Technical bids shall be opened on the scheduled date and time at**07-02-2024** at **11:00AM** in the presence of the bidder / their authorized representatives, if any, who wish to be present on the spot at that time.
- The Financial Bid of only those bidders will be opened whose Technical bids are found in order. The date, time & place of opening of Financial BID will be decided at the time of opening of technical bid.

5. Specifications of TLM Materials :

Particulars	Specification
Wax Crayon	Reputed brand Length : 90 mm Point Type : Wide Diameter : 11mm Quality : non smudge, round No of colors : 12 Special feature : Made on Non-toxic materials (Non-toxic & food grade pigments) Conforming international Safety Standard En 71-3
Drawing Book	Size : (21.6 X 35.56) cm Shape : Rectangular, Landscape Cover Page quality : 170 GSM, Glossy Art paper with lamination (Lamination will be in both the front and back outer pages-2 pages) Inner page quality : 120GSM, maplitho / machine finish No of pages : Cover page – 4, Inner page – 40 Cover page : Multi Color Inner page : White Colour Binding : Center stitching Special feature : Eco friendly & No chlorine paper
Geometry Box	Reputed brand with metallic body geometry box set of 9 materials well fitted parts in tray for easy storage. i. Scale : 15 cm with mm marking ii. Pencil : reputed brand, HB pencil bonded lead quality, Hexagonal shape, Size: 172mm & Diameter : 6.9mm iii. Eraser : Reputed brand, dust free & with Dimension : 33 X 17 X 10 mm iv. Compass : Stainless Steel materials v. Protractor : (180 degree): with mm marking vi. Set Square : (60 degree): with mm marking vii. Set Square : (45 degree): with mm marking viii. Divider : Stainless Steel materials ix. Pencil Sharpener Special feature : Rust resistance, Eco friendly

6. Evaluation of BID:

- a) The Purchase Committee of the District Project Office will evaluate the Technical & Financial BID. The Bidder who meets the requirements specified in the Technical Bid will only be considered for participating in the Financial Bid.
- b) The technically qualified bidder quoting lowest price in the Financial bid shall be considered for award of contract.

7. Acceptance or Rejection of the Bids:

- a) The TIA reserves the right to accept / reject any / all bids / cancel the entire selection process at any stage without assigning any reason thereof. No claim, whatsoever, shall be admissible for the alleged loss/damage suffered by the bidder/s on account of such rejections.
- b) Any bid with incomplete/conditional information is liable for rejection.

8. Experience:

Bidders must have experience in supply of TLM materials (Drawing Book, Wax crayon, Geometry Box and other TLM Materials) @Rs 1 crore per annum with a single order to any district/ school/institution.

Award of Contract :

The contract will be awarded to the Bidder substantially responsive to the Bid document & offered lowest evaluated cost.

9. Signing of Contract :

- (a) The successful bidder/s whose bid has been accepted will sign an agreement with the TIA within 3 days of issue of the work order.
- (b) Failure by the tenderer to comply with the requirement of above mentioned clause, the offer shall be rejected and the tenderer shall have no claim further.

10. Performance Security Deposit:

The selected bidder shall have to submit Performance Security Deposit of 5% of contract value in shape of bank draft / Bank Guarantee (BG) drawn on any Nationalized / Scheduled Bank in favour of the "District Project Coordinator, SSA Mayurbhanj" payable at Baripada only within 3 days from issue of the work order. **In case of BG , the same shall be as per the FORMAT-A & its validity will be at least 30 days from the date of expiry of defect liability period.**

11. Post Delivery Inspection (PDI):

The TIA shall do the PDI of the quality of TLM supplied materials by the empanelled District Level Tender Committee Members. If inferior quality supplied & if not matching with sample materials, the suppliers payment may be forfeited, or deducted as decided by the Chairman of the Committee.

12. Requirement & Delivery Schedule :

The selected firm shall supply the Packets with Student wise & School wise, CRC- wise, Block wise packets within **20 days** from the date of issue of the work order at BEO/BRC Office of 26 Block HQ of Mayurbhanj Dist.. Approximately 186832 number of sets/packets (provisional) required to be supplied for the purpose. The above requirement may increase or decrease as per need. The total quantity will be decided on the basis of actual cost finalized in the tender.

13. Payment terms:

- (i) **On completion of delivery at Block point:** 100% payment will be released subject to PDI report & on receipt of
 - a. Delivery Challans towards satisfactory delivery quantity to concerned block point as per supply order.
 - b. Receipt of "receive & stock entry certificate" from concerned BEO.
 - c. On fulfillment of conditions of the agreement.
 - d. Four self-inking carbon copies of the GSTIN invoice as well as bank details for payment purpose.
 - e. Deduction of tax at source shall be made at the appropriate rate as per prevailing law.

(ii) Penalty :

- (a) If the Supply/Delivery is delayed for any reason for which the TIA is not responsible, penalty @ 0.5 % per week or part thereof on the total cost maximum up to 10% of the contract value will be imposed on the firm under orders of appropriate Authority. The TIA reserves the right to forfeit the Performance Security & debar the bidder from participating in any other bid of his/her office. In such cases the TIA may write Govt. for blacklisting the firm.

- (iii) **Amendments to BID terms, conditions and issue of Corrigendum/addendum:**
- (a) Seven (07) days before the last date of submission of Bids, the TIA may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder/s, modify the Bidding Documents by amendment /corrigendum.
- (b) The amendment in shape of corrigendum/addendum will be notified on the websites www.mayurbhanj.nic.in, www.osepa.odisha.gov.in and the prospective bidder/s are requested to take cognizance of such notification/s while submitting their tender proposal.
- (c) In order to allow prospective Bidder/s reasonable time in which to take the amendment into account in preparing their bid, the TIA may, at its discretion, extend the deadline for the submission of bids.
- (iv) **Only one tender should be submitted by one party. Submission of more than one tender will lead to rejection of all proposal of the bidder. Sample Packet One(Class I to III) & Packet two(Class IV & V) to be enclosed in the tender application. Multiple sample for Class I to III & multiple sample for IV & V will liable for rejection of bid in technical evaluation.**
- (v) The bidder/s may use separate piece of paper, where the space provided in the formats in this tender document for submission of information, is not sufficient. The information in the separate sheet of paper shall be in prescribed format and its page should be serially numbered and duly authenticated.
- (vi) All the information uploaded & submitted or supplied in the formats of this tender document shall be presumed to be true to the best of the knowledge of the bidder/s.
- (vii) No document as required and mentioned in the Bid shall be submitted in the Technical bid / Financial bid documents unless otherwise specifically mentioned therein. All required documents shall be uploaded with serial number and page mark.
- (viii) The TIA reserves the right to modify any term in the bid document at the time of execution of contract, if felt necessary.
- (ix) The bid validity period is 90 days from the date of opening of the Financial bid. Accordingly the bidder shall submit the Bid.
- (x) The TIA reserves the right to reject any or all the bids without assigning any reason thereof. The TIA also reserves the right to modify any term in the bid document at the time of execution of contract, if felt necessary.
- (xi) Exemption of Tender Paper Costs/EMD/Performance Security is not allowed to any MSME/SSI units as per OSEPA L/no. **8108/FIN/12 dtd. 03.09.2012**
- (xii) **Resolution of Disputes:**
- (a) Any dispute between the Tender Inviting Authority and the successful bidder/s should be addressed to the other party only in writing in their respective letter heads signed only by the designated signatories as in contract agreement. Both the parties shall make every effort to resolve the same amicably by mutual consultations.
- (b) If both the parties fail to resolve their dispute or difference by such mutual consultation within twenty-one days of its occurrence, the same will be referred to by either party for conciliation to the conciliation panel. For that purpose, both the parties, shall nominate each one member, and both the nominated members shall form the Conciliation panel. In case the panel members report failure of conciliation, the matter shall be referred to arbitration, by the Arbitrator, to be nominated by the Collector cum Chairman, Mayurbhanj. The Collector cum Chairman SS shall nominate an Arbitrator, whenever required or when a request is made by

the successful bidder/s, after the failure of conciliation, to nominate an Arbitrator. The arbitration proceeding shall be as per the provisions of the Arbitration and Conciliation Act 1996 of India.

(xiii) Applicable Law and Jurisdiction of Courts:

(a) The Contract shall be governed by and interpreted in accordance with the existing law of India in force.

(b) All disputes relating to the contract is subject to the pecuniary jurisdiction of the Court at Mayurbhanj District.

*****End*****

COVERING LETTER

(ON BIDDER/S'S LETTER HEAD)

[Location, Date]

To

**The District Project Co-ordinator,
Samagra Shiksha, Mayurbhanj**

Subject: Supply of TLM Materials for Class I to Class V in sealed packets child wise.

Sir,

I/We, the undersigned, request you to participate in the selection process towards TLM Materials like Drawing Book & Crayons for the Student of Class-I to III & Geometry Box for Class IV & V as per School-wise Indent in accordance with your Tender Call Notice No _____ dated _____. I/We are hereby submitting our proposal, which includes Technical Bid, Financial Bid & Sample separately in a sealed envelope.

I/We, hereby declare that all the information and statements made in this Technical BID are true and correct and I accept that any misinterpretation contained in it may lead to disqualification of our Bid. Our Bid will be valid for acceptance up to **90 Days** from the date of opening of the financial BID and I confirm that this proposal will remain binding upon us and may be accepted by you at any time before this expiry date.

I/We, hereby unconditionally undertake to accept all the terms and conditions as stipulated in the BID document. In case any provision of this BID document are found violated, then TIA shall without prejudice to any other right or remedy be at liberty to reject our Bid including legal action as per law.

I/We remain,

Yours faithfully,

Place:

BIDDER/S'S OFFICIAL SIGNATORY

Date:

Name & Designation with Rubber Stamp

Bidder/s' Organisation (General Details)

Sl No.	Description	Full Details
1	Name of the Bidder/Supplier	
2	Address of the Bidder/Supplier	
3	Address for Communication of the Bidders Tel : Fax: Email id :	
4	Name of the authorized person signing & submitting the bid on behalf of the Bidder/s: Mobile No. : Email id:	
5	Registration / Incorporation Details /MSME/DIC Registration No: Date & Year. :	
6	Local office in Odisha If Yes, Please furnish contact details	Yes / No
7	Bid processing fee Details Amount :Rs.5000/-(in shape of DD in favour of DPC, SSA, Mayurbhanj, Payable at	
8	EMD details Value of Rs.375,000.00/-(in shape of DD in favour of DPC, SSA, Mayurbhanj, Payable at Baripada)	
9	GSTIN (enclose copies)	
10	PAN (enclose copy)	
11	Sample Packets in each category to be submitted in Sealed envelope (more than one Sample in each category, will liable for rejection)	
12	Experience in Supply of any TLM Materials in any districts/School/Instution (attach 3nos of single work order valued Rs.1 crore each year for last 3years: 2020-21, 2021-22, 2022-23)	Yes/No
13	Confirm to carry out assignments as per the scope of work of the Bid Document	YES
14	Confirm to accept all the terms and conditions as specified in the Bid Document	YES

Place:

Date:

BIDDER/S'S OFFICIAL SIGNATORY
Name & Designation with Rubber Stamp

Check list of documents & Items to be enclosed with Technical Bid

Sl. No	Nature and Type of Document/Items	Whether enclosed (with page reference)	
		Yes / No	Page no.
1	Valid Aadhar Udyog Registration.		
2	Address of Business location		
3	Valid PAN		
4	Valid GST Registration Certificate		
5	Filed Income Tax Return for the Financial Year 2020-21, 2021-22, 2022-23		
5(i)	Audit Report for Financial Year 2020-21, 2021-22, 2022-23		
5(ii)	Average Annual Turnover minimum Rs.100 lakh with a single work order value of Rs.100.00 lakh		
6	DD/Banker's cheque amounting to Rs.5000/- as bid processing fee (non refundable)		
7	EMD in shape of Demand Draft / Bankers cheque (refundable)		
8	Duly filled in signed & sealed Tech-1, Tech-2, Tech-3 & Tech-4 formats.		
9	Sample Packets one: for CI-I to III & another: for CI-IV & V to be submitted in the sealed tender application Form.		
10	Proof of work order for execution of supply of TLM Materials.		
11	Duly filled in FIN-1 & FIN-2 Form		

Place:
Date

BIDDER/S'S OFFICIAL SIGNATORY
Name & Designation with Rubber Stamp/
Official Seal of the Bidder.

(In Bidder's letter Head)

[Location, Date]

To:
The District Project Co-Ordinator
Samagra Shiksha, Mayurbhanj

Undertaking / Declaration

I, _____ Son / Daughter / Wife of Shri _____ Proprietor
/ Director/ Authorized Signatory of the bidder, mentioned above, am competent to sign this
declaration and execute this bid document;

1. I/we have carefully read and understood all the terms and conditions of the BID document and undertake to abide by them.
2. 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 BID at any stage besides liabilities towards prosecution under appropriate law.
3. I/we also certify that our firm has not been blacklisted / debarred / banned by any State Govt. / UT / Central Govt. /Govt. organization / Govt. Institution / PSU / Govt. run autonomous body, Society / OSEPA and or convicted by any court of law due to (a) Service or quality supplied (b) submission of fake or forged documents (c) submission of incorrect information/ suppression of vital information and facts / misrepresentation of quality certificates (d) non-performance or non-supply (e) any other reasons.
4. This is also certified that neither my-self nor my organization will be indulged in any corrupt practices so far as this bidding is concerned.

Authorized Signatory [In full and initials]

**Name and Designation of Signatory with Date and Seal:
Address of the Bidder**

COVERING LETTER

(In Bidder's Letter Head)

[Location, Date]

To

**The District Project Co-ordinator,
Samagra Shiksha , Mayurbhanj**

Subject: Supply of TLM Materials – FINANCIAL PROPOSAL

Madam/Sir

I, the undersigned, offer to Supply TLM Materials(Drawing Book, Crayons, Geometry Box) Class-I to V as per Indent in packets in accordance with your Tender Call Notice No. _____, Dated: _____.

Our attached Financial Proposal is at Financial Bid - 2

The quoted rate is inclusive of transportation to Block Point & Packeting School- wise, Cluster –wise, Block- wise packing. I do hereby undertake that, in the event of acceptance of our bid, the supply shall be made in respect to the terms and conditions as stipulated in the BID document.

Our financial proposal shall be binding upon us subject to the modifications resulting from contract negotiations, up to expiration of the validity period of the proposal of <90> days from the date of opening of the Financial bid. I have carefully read and understood the terms and conditions of the Bid document and do hereby undertake to provide the article accordingly.

I understand that you are not bound to accept any proposal you receive.

I remain,

Yours faithfully

Authorized Signatory *[In full and initials]*

**Name and Designation of Signatory with Date and Seal:
Address of the Bidder :**

FINANICAL BID -2**(In Bidder's Letter Head)**

						In INR Rs.
Particulars	Provisional Quantity	Rate per set	GST on Col.3	Total Cost per Set	Total Value	Total value in Rs. In words
1	2	3	4	5=3+4	6=5x2	
Class I to III (one set-as one Drawing Khata, one Wax Crayon Box)	109894 Set					
Class IV & V (one branded Geometry Box)	76938 nos					
Total value of both categories (Rupees)						

The Set (TLM packet ie CI-I to III, CI-IV & V) rate is inclusive of Class-wise, School-wise Packeting/ CRC- wise Packeting / Block- wise packing including transportation cost/other charges up to block point.

Place:

BIDDER'S OFFICIAL SIGNATORY

Date:

**Name & Designation with Rubber Stamp/
Official Seal of the Bidder.**

PERFORMANCE BANK GUARANTEE FORMAT

To,

**The District project Co ordinator,
SSA, Mayurbhanj**

WHEREAS _____ (Name and address of the supplier) (hereinafter called "the supplier") has undertaken, in pursuance of contract No _____ dated _____ for Supply of TLM items for Class-I to Class-V (herein after called "the contract").

AND WHEREAS it has been stipulated by you in the said contract that ___the supplier shall furnish you with a bank guarantee by a scheduled commercial bank recognized by you for the sum specified therein as security for compliance with its obligations in accordance with the contract;

AND WHEREAS we have agreed to give the supplier such a bank guarantee;

NOW THEREFORE we hereby affirm that we are guarantors and responsible to you, on behalf of the Consultant, up to a total of _____ (amount of the guarantee in words and figures), and we undertake to pay you, upon your first written demand declaring the consultant to be in default under the contract and without cavil or argument, any sum or sums within the limits of (amount of guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified there in.

We hereby waive the necessity of your demanding the said debt from the consultant before presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the contract to be performed there under or of any of the contract documents which may be made between you and the consultant shall in any way release us from any liability under this guarantee and we hereby waive notice of any such change, addition or modification.

This performance bank guarantee shall be valid until the _____ day of _____, <Year>

Our branch at _____ (Name & Address of the Bank) is liable to pay the guaranteed amount depending on the filing of claim and any part thereof under this Bank Guarantee only and only if you serve upon us at our _____*branch a written claim or demand and received by us at our _____*branch on or before Dt. _____ Otherwise bank shall be discharged of all liabilities under this guarantee thereafter.

.....

(Signature of the authorized officer of the Bank)

Name and designation of the officer.....

Seal, name & address of the Bank &Branch

***Preferably at district head quarter.**