



# ZILLA PARISHAD, MAYURBHANJ

BARIPADA - 757001 - ODISHA

E-Mail: [ori-dmayurbhanj@nic.in](mailto:ori-dmayurbhanj@nic.in)

Ph. No: 06792-260318, Fax - 260487

No. 1472 / ZP, Dt. 21 / 02 / 2025

## TENDER CALL NOTICE

### SUPPLY OF COMPUTATIONAL ITEMS TO BLOCK MISSION SHAKTI BHAWAN OF MAYURBHANJ DISTRICT

Sealed Tenders in Double Covers (Technical & Financial) with certain terms & conditions are invited from reputed & registered firms/ Agencies for supply of "COMPUTATIONAL ITEMS TO BLOCK MISSION SHAKTI BHAWAN OF MAYURBHANJ DISTRICT". The detailed tender document may be downloaded from the District website of Mayurbhanj District i.e., [www.mayurbhanj.odisha.gov.in](http://www.mayurbhanj.odisha.gov.in) from 21/02/2025 to 24/03/2025.

Interested bidders may submit their sealed tender documents in the prescribed format mentioning "Tender for Supply of Computational Items to Block Mission Shakti Bhawan of Mayurbhanj District" on the cover of the common envelope to the O/o the Chief Development Officer-cum-EO, Zilla Parishad, Mayurbhanj, Murgabadi, Bhanjpur, Baripada-757002 by 24/03/2025 through registered / Speed post only. Any other mode of submission of bid documents will be rejected. Bidders are required to submit Technical Bid and Financial Bid in separate envelopes (to be superscripted separately) and placed them in the common envelope.

The Technical Bid will be opened on 25/03/2025 at 03.00P.M. in the Gramsat Hall of Zilla Parishad, Mayurbhanj in presence of the bidders or their authorized representatives. The Financial Bid will be opened on the same day after opening of Technical Bid (if time permits else on a date finalized by the members of the committee on the date of opening of technical bid) and only the technically qualified bidders will be allowed to participate in the Financial Bid process. The bidders have to submit one Demand Draft worth Rs.10,000.00 (Rupees Ten Thousand) only made in favour of "Chief Development Officer-cum-EO, Zilla Parishad, Mayurbhanj" payable at Mayurbhanj from any Nationalized bank towards cost of Bid documents which can only be downloaded from the District website i.e. [www.mayurbhanj.odisha.gov.in](http://www.mayurbhanj.odisha.gov.in). Further the bidder must submit an EMD worth Rs.1,30,000.00 (Rupees One Lakh Thirty Thousand) only in shape of 01years Fixed Deposit/ Term Deposit made in any Nationalized bank duly pledged in favour of Chief Development Officer-cum-EO, Zilla Parishad, Mayurbhanj.

Tenders received after the due date and time will not be accepted. The Zilla Parishad, Mayurbhanj will not be responsible for any Postal delay or similar reasons. Tenders sent through any electronic mode shall not be accepted. Any corrigendum/addendum, if any, will be uploaded to the above-mentioned website.

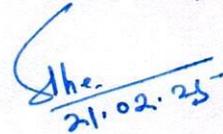
Zilla Parishad, Mayurbhanj reserves the right to accept or reject any or all tender without assigning any reason thereof. For any queries the bidders may contact at the following address: "ZILLA PARISHAD, MAYURBHANJ, MUGRABADI, IN FRONT OF RTO OFFICE, BHANJPUR, BARIPADA-757002".

*She.*  
21.02.25

Chief Development Officer-cum-EO,  
Zilla Parishad, Mayurbhanj

## Terms & Conditions for supply of Computational Items to Block Mission Shakti Bhawan of Mayurbhanj District

1. The Supplier shall provide their specifications for the computational items as mentioned in the **Annexure - A (II)**.
2. The materials will be delivered and installed at **25nos. of Block Mission Shakti Bhawan** of Mayurbhanj District **within 45days** from the date of issuance of the Work Order.
3. The Quoted rate will include the cost of items, transportation & Installation and all Taxes as applicable etc.
4. The purchaser will award the contract to the bidder whose Tender has been determined to be substantially responsive and has offered the lowest evaluated quotation price.
5. The suppliers will be paid centrally by the CDO-cum-EO, Zilla Parishad, Mayurbhanj based on the **PDI (Post Delivery Inspection) Report** received from the competent Authority to be fixed by the ZP, Mayurbhanj.
6. The Bid document can only be downloaded from the District website i.e. [www.mayurbhanj.odisha.gov.in](http://www.mayurbhanj.odisha.gov.in) (The bidder has to attach a Demand Draft worth **Rs.10,000.00 (Rupees Ten Thousand)** only in favour of **CDO-cum-EO, Zilla Parishad, Mayurbhanj** payable at Mayurbhanj from any Nationalized Bank towards cost of bid documents).
7. The Bid document will be available on the District website for download from **21/02/2025 to 24/02/2025**.
8. The documents completed in all respect should be submitted to the office of the **CDO-cum-EO, Zilla Parishad, Mayurbhanj** by **24/02/2025** through registered/ speed post only. No other medium of submission is acceptable.
9. The documents will be opened at **03:00PM** on **25/02/2025** in the **Gramsat Hall of Zilla Parishad, Mayurbhanj** in presence of the bidders or their authorized representatives.
10. The Bidders are required to submit an EMD of **Rs.1,30,000.00 (Rupees One Lakh Thirty Thousand)** only in shape of **01years Fixed Deposit/ Term Deposit** made in any **Nationalized bank** duly pledged in favour of **Chief Development Officer-cum-EO, Zilla Parishad, Mayurbhanj** along with the bid documents.
11. The Bidders are required to submit a copy of their Registration Certificate/Dealership License, GST Registration certificate, Income Tax return certificate of last 03 (Three) financial year (from 2021-22 to 2023-24), PAN card along with the bid document. (The detailed list of documents to be attached with Technical Bid & Financial Bid is annexed).
12. The bidder must submit bids specific authorization from the **OEM for 1. Laptop 2. Projector 3. LED TV 4. Inverter & Batteries.**
13. The bidder must have an average annual turnover of **Rs.1.00 Crore (Rupees One Crore)** only during the last 03 consecutive financial years.
14. Each Bidder must submit one bid document for the work. Submission of more than one bid document by a bidder shall be liable for rejection.
15. The original documents should be produced by the bidder for verification as and when asked for.
16. The EMD of an unsuccessful bidder will be refunded by the Zilla Parishad, Mayurbhanj on request in writing only after finalization of supplier.
17. The EMD of successful bidder will be retained at Zilla Parishad, Mayurbhanj till completion of the work.
18. The authority reserves the right to reject any or all the quotations without assigning any reason thereof. The decision of the committee is final and binding.
19. The Tender shall remain valid for a period not less than 180days after the date specified for submission.
20. Violations of any clause by the bidder stated in the Tender Call Notice will amount to rejection of the Tender Papers.
21. Any dispute in this regard is subject to Mayurbhanj jurisdiction only.

  
Chief Development Officer-cum-EO,  
Zilla Parishad, Mayurbhanj

## Documents to be submitted

### Technical Bid [Annexure - A (I)]

- Registration certificate of the firm must be submitted.
- The GST Registration certificate along with the latest GST Return copy must be attached.
- The bidder must submit the PAN (Permanent Account Number) details of the firm or the PAN of the proprietor in case of sole proprietorship.
- The bidder must submit Income Tax return for the FY 2021-22 to 2023-24 along with the bid documents.
- The bidder must have an average annual turnover of **Rs.1.00 Crore (Rupees One Crore) only** during the last 03 consecutive Financial Years. (Turnover certificate duly signed by Chartered Accountant must be submitted).
- The bidder must submit bids specific authorization from the **OEM for 1. Laptop 2. Projector 3. LED TV 4. Inverter & Batteries.**
- The bidder must have experience regarding supply & installation of Computational items or any similar types of work to any Government Offices/Banks/PSUs/Corporates. Supply orders for the same should be attached as proof of experience in the technical bid.
- Affidavit under the seal of the firm regarding non association with any employees of the Zilla Parishad, Mayurbhanj & undertaking that the firm has never been blacklisted by any Government organization/Banks/PSUs.
- The bidder must submit the Self-attested Tender documents for a line of confirmation of the Terms & Conditions of the Tender.
- Bank Account Details (Copy of front page of the passbook/ cancelled cheque).
- Demand Draft worth **Rs.10,000.00 (Rupees Ten Thousand) only** in favour of **CDO-cum-EO, Zilla Parishad, Mayurbhanj** payable at Mayurbhanj from any Nationalized Bank towards cost of bid documents.
- EMD of **Rs.1,30,000.00 (Rupees One Lakh Thirty Thousand) only** in shape of **01years Fixed Deposit/ Term Deposit** made in any **Nationalized bank** duly pledged in favour of **Chief Development Officer-cum-EO, Zilla Parishad, Mayurbhanj** along with the bid documents.

### Financial Bid [Annexure - B]

- Rate quoted per unit (Item wise) in the prescribed format (**Annexure - B**) as enclosed in the Bid documents.
- The rates should include all taxes; charges & transportation cost for installation of the same to the Block Mission Shakti Bhawans of Mayurbhanj District.
- Any overwriting, use of whitener is strictly prohibited in the Financial Bid document. The bidder should use a separate format in case of any correction or overwriting. Submission of Financial bid with overwriting or use of whitener is liable for rejection.

**Chief Development Officer-cum-EO,  
Zilla Parishad, Mayurbhanj**

**Memo No: 1473/ZP; Date: 21/02/2025.**

Copy to the Notice Board of the Collector & DM, Mayurbhanj/All PA, ITDAs/Dy. Collector, Nizarat, Collectorate, Mayurbhanj / all BDOs / Sub-Collector, Baripada/ Udala/ Rairangpur / Karanjia/ All Tahasildars / Executive Officer, Baripada Municipality/DI & PRO, Mayurbhanj, Baripada with a request to affix the above tender call notice in their notice board for wide publicity.

**Chief Development Officer-cum-EO,  
Zilla Parishad, Mayurbhanj**

**Memo No: 1474/ZP; Date: 21/02/2025.**

Copy to the **DeGM, OSWAN, Mayurbhanj** for information. She is requested to webhost the Quotation Call Notice in the District website for wide publication.

**Chief Development Officer-cum-EO,  
Zilla Parishad, Mayurbhanj**

**Technical Bid****SUPPLY OF COMPUTATIONAL ITEMS TO BLOCK MISSION SHAKTI BHAWAN OF  
MAYURBHANJ DISTRICT**

Name of the Supplier/Agency :

Complete Address :

Contact Number :

Sl. No.	Name of Items	Preferred brand	Specifications	Brand Name to be Provided (Only One Brand to be mentioned)	Name of the Model (Only One Model to be mentioned)	Actual Specification to be Provided
1	Laptop	HP/Dell/Lenovo	Intel core i5-12 <sup>th</sup> Gen or above processor, minimum 8GB RAM or above, 512 GB SSD, 15.6', windows 11 with MS office, backlit keyboard, camera privacy shutter with minimum 02yrs Onsite Warranty or above.			
2	Projector	Epson/BenQ/Optoma	Multimedia projector (4000 or higher lumens in colour brightness and white brightness) inbuilt speakers, HD-1080			
3	Projector screen	Inlight, Epson, Suvira, Legendary or equivalent	Motorized home theatre projector screen 8ft*6ft-diagonal, 16:9			
4	LED TV	Sony/LG/Samsung	55 inches Ultra HD smart LED, google play & android TV			
5	Video conferencing Mic, Camera	Logitech/Polycom or equivalent	Video conferencing web cam (full HD) with Mic			
6	Inverter & Battery	Exide/Microtek/Luminous	180Ah tall tubular battery (02nos.) with 60 months warranty & 2KVA pure sine wave inverter			
7	Training hall mic set and speaker	Ahuja/JBL	20watt X 4 speaker, Amplifier - 4 channel Mic - 02nos.			

**Certified that, the information submitted above is true to the best of my knowledge & belief.**

**Seal & Signature  
of the Bidder / Firm**

**Financial Bid**

Sl. No.	Name of Items	Total Quantity Required	Brand Name mentioned in the Annexure - A (II) by the bidder	Name of the Model mentioned in the Annexure - A (II) by the bidder	Quoted Price (Per Unit) in Rs. Including all Taxes/ Transportation/ Installation at Block Point	TOTAL Quoted Price (in Rs.) Including all Taxes/ Transportation/ Installation at Block Point
1	Laptop	25				
2	Projector	25				
3	Projector screen	25				
4	LED TV	25				
5	Video conferencing Mic, Camera	25				
6	Inverter & Battery	25				
7	Training hall mic set and speaker	25				
<b>Total Price for 25 Block Mission Shakti Bhawan (including all items)</b>						

- (All price quoted should be inclusive of all taxes; charges & transportation cost for installation of the above items to the Block Mission Shakti Bhawans of Mayurbhanj District.)
- 1% Income Tax (TDS) in case of sole proprietorship / 2% Income Tax (TDS) in case of other will be deducted from the Bill of the Bidder on payment and will be deposited under the proper head of account.
- 2% GST (TDS) will be deducted from the Bill as per the norms of the GST and will be deposited under proper head of account.

**I am to certify that the information submitted above is true to the best of my knowledge and belief.**

**Seal & Signature  
of the Bidder / Firm**