

**INTEGRATED TRIBAL DEVELOPMENT AGENCY,
KAPTIPADA, UDALA.**

Email. - itdakpd@nic.in / Phone - 06795-232239 (Off.), 06795-232239 (Fax)

NOTICE

No. 563 / ITDA

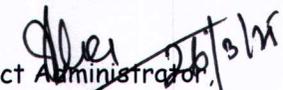
Dated : 26/03/25

Expression of Interest (EOI) are invited by the Integrated Tribal Development Agency, Kaptipada, Udala invites sealed Expression of Interest (EOI) from reputed firms / organization / interested suppliers / Empanelled Agencies with Animal Resource Department preferably of Mayurbhanj District having valid and up to dated GST No. for supply of Goat, Poultry Bird and allied items to be provided to the tribal beneficiaries of Kaptipada Sub-division covering 4 blocks during 2024-25 under the Scheme Mukhyamantri Janajati Jeevika Mision (MMJJM) on terms & conditions specified in EOI document.

The Expression of Interest (EOI) documents can be obtained from the website www.mayurbhanj.nic.in. Downloaded documents should be accompanied with DD at the time of submission.

Further, the Expression of Interest (EOI) should be accompanied by a refundable EMD of Rs. 10,000/- (Refundable) in the form of Demand Draft drawn in favour of Project Administrator, ITDA, Kaptipada, Udala.

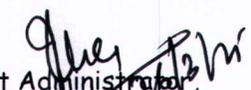
The date of receipt of EOI is from date **05.04.2025 up to 11.00 PM** during office hours through **speed post / registered post / courier only** and the date for opening will be date **05.04.2025 at 11.30 AM** in the Office Chamber of the Project Administrator, ITDA, Kaptipada, Udala.


Project Administrator,
ITDA, Kaptipada, Udala

Memo No. 564 /ITDA, dated 26/03/25

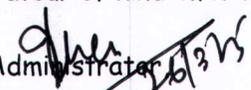
Copy to Office Notice Board.

Copy to the CDVO, Mayurbhanj, Baripada / SDVO, Kaptipada, Udala / Sub-collector, Kaptipada, Udala / Block Development Officer (Udala / Kaptipada / Khunta / G.B. Nagar) for information & necessary action.


Project Administrator,
ITDA, Kaptipada, Udala

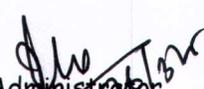
Memo No. 565 /ITDA, dated 26/03/25

Copy submitted to the MD, MMJJM, Odisha, Bhubaneswar for favour of kind information.


Project Administrator,
ITDA, Kaptipada, Udala

Memo No. 566 /ITDA, dated 24/03/25

Copy submitted to the Collector & District Magistrate, Mayurbhanj for favour of kind information.


Project Administrator,
ITDA, Kaptipada, Udala

**INVITATION FOR
EXPRESSION OF INTEREST (EOI)**

FOR

SUPPLY OF GOAT, POULTRY BIRD AND ALLIED ITEMS

TO 04 BLOCKS OF KAPTIPADA ITDA FOR 2024-25

UNDER MUKHYAMANTRI JANAJATI JEEVIKA MISION (MMJJM) SCHEME

**INTEGRATED TRIBAL DEVELOPMENT AGENCY, KAPTIPADA, UDALA
ST & SC DEVELOPMENT DEPARTMENT,
(GOVT. OF ODISHA)**

DISCLAIMER

The information contained in this Expression of Interest document (the EOI") or subsequently provided to interested parties, whether verbally or in documentary or any other form by or on behalf of ITDA, Kaptipada, Udala or any of their employees or advisors is provided to interested Parties on the terms and conditions set out in this EOI and such other terms and conditions subject to which such information is provided.

This EOI is not an agreement and is neither an offer nor invitation by ITDA, Kaptipada, Udala, to the prospective Parties or any other person. The purpose of this EOI is to provide interested Parties with information that may be useful to them in making their Offers/Proposals pursuant to this EOI. This EOI includes statements, which reflect various assumptions and assessments arrived at by the ITDA, Kaptipada, Udala, in relation to the Project. Such assumptions, assessments and statements do not purport to contain all-the information that each Interested Party may require. This EOI may not be appropriate for all persons and it is not possible for ITDA, Kaptipada, Udala, its employees or advisors to consider the investment objectives, financial situation and particular needs of each Interested Party who reads or uses this EOI. The assumptions, assessments, statements and information contained in this EOI, may not be complete, accurate, adequate or correct. Each Party should, therefore, conduct its own investigations and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments, statements and information contained in this EOI and obtain independent advice from appropriate sources.

Information provided in this EOI to the Interested Parties is on a wide range of matters, some of which may depend upon interpretation of law. The information given is not intended to be an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. The ITDA, Kaptipada, Udala, accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on law expressed herein.

ITDA, Kaptipada, Udala, its employees and advisors make no representation or warranty and shall have no liability to any person, including any party under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this EOI or otherwise, including the accuracy, adequacy, correctness, completeness or reliability of the EOI and any assessment, assumption, statement or information contained therein or deemed to form part of this EOI or arising in any way for participation in the Bidding Process.

ITDA, Kaptipada, Udala, also accepts no liability of any nature whether resulting from negligence or otherwise howsoever caused arising from reliance of any Interested Parties upon the statements contained

in this EOI. ITDA, Kaptipada, Udala, may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumptions contained in this EOI.

The Interested Party shall bear all its costs associated with or relating to the preparation and submission of its offer including but not limited to preparation, copying, postage, delivery fees, expenses associated with any demonstrations or presentations which may be required by ITDA, Kaptipada, Udala, or any other costs incurred in connection with or relating to its offer. All such costs and expenses will remain with the Party.

Either the issue of this EOI or its submission by the party does not vest any right in the interested party for being selected for award of the project.

ITDA, Kaptipada, Udala, reserves the right to reject all or any of the offers without assigning any reason whatsoever.

Expression of Interest (EOI) for participating in the supply of Goat, Poultry Bird and allied items under the Scheme Mukhyamantri Janajati Jeevika Mision (MMJJM) of ITDA, Kaptipada, Udala

Goats and Poultry birds are multi-functional animal and plays a significant role in the economy and nutrition of landless, small and marginal tribal farmers in the state. Goat and Poultry birds rearing is an enterprise which has been practiced by a large section of population in rural areas. Goat and Poultry birds can efficiently survive on available shrubs and trees in adverse harsh environment in low fertility lands where no other crop can be grown. In pastoral and agricultural subsistence societies in Odisha, Goat and Poultry birds are kept as a source of additional income and as an insurance against disaster. They are also used in ceremonial feastings and for the payment of social dues. In addition to this, Goat and Poultry birds have religious and ritualistic importance in many societies.

1. Objectives

1. With the objective of employment generation, entrepreneurship development, increase in per animal productivity and thus targeting increased production of meat, goat milk augmenting local needs in the District and providing rich source of protein to the child for a healthy tomorrow, and at the same time provide sustainable livelihood to ST families, the ITDA, Kaptipada, Udala intends to invest on Goat and Poultry bird Farming in cluster location i.e. in 4 Blocks of Kaptipada, Udala District. The concept of the Scheme is to develop the entrepreneurs in order to create the forward and backward linkage for the produce available at the unorganized sector and to link with the organized sector.
2. The scheme has been formulated keeping in mind certain assumptions.
 - a) That in past years the ITDA has supported farmers in the form of subsidy whether in Dairy, Goatery or Poultry farming, but the overall impact has not yielded much result.
 - b) That even though farmers are now aware of the potential of Goat and Poultry farming, yet the courage to venture into this activity is not there due to lack of financial resources etc.
 - c) The initial investment needed for Goat and Poultry farming is low. Due to small body size and docile nature, housing requirements and management problems with goats are less. Goats are prolific breeders and achieve sexual maturity at the age of 10-12 months gestation period in goats is short and at the age of 16-17 months it starts giving milk. Twinning is very common and triplets and quadruplets are rare. In drought prone areas risk of goat farming is very much less as compared to other livestock species. Unlike large animals in commercial farm conditions both male and female goats have equal value. Goats are ideal for mixed species grazing. The animal can thrive well on wide variety of thorny bushes, weeds, crop residues, agricultural by- products unsuitable for human consumption. Under proper management, goats can improve and maintain grazing land and reduce bush encroachment (biological control) without causing harm to the environment. Slaughter and dressing operation and meat

disposal can be carried without much environmental problems. The goat meat is more lean (low cholesterol) and relatively good for people who prefer low energy diet especially in summer and sometimes goat meat (chevon) is preferred over mutton because of its "chew ability". Goat milk is easy to digest than cow milk because of small fat globules and is naturally homogenized. Goat milk is said to play a role in improving appetite and digestive efficiency. Goat milk is non allergic as compared to cow milk and it has anti-fungal and antibacterial properties and can be used for treating urogenital diseases of fungal origin. Goats are 2.5 times more economical than sheep on free range grazing under semi arid conditions. Goat creates employment to the rural poor besides effectively utilizing unpaid family labour. There is ample scope for establishing cottage industries based on goat meat and milk products and value addition to skin and fibre. Goat is termed as walking refrigerator for the storage of milk and can be milked number of times in a day.

- d) That, there is an immediate and urgent imperative now to motivate, encourage and attract the tribal people to take up Goatery farming in a more sustainable way.
 - e) Virtually every aspect of goat performance is controlled by genetics - milk, fat, protein, yield, reproduction, feed efficiency, length of life in the herd, calving ability and the ability to resist diseases- are all linked to unique genetic make-up. Thus the aim of the programme would be to have organized animal breeding services to cover this breed able population of Does & bucks by extending and institutionalizing door step Artificial insemination (AI) services so that the livestock can have faster genetic gain, on an economically sustainable basis.
3. The scheme has been formulated keeping the following objectives in mind.
- a) To develop Goatery and Poultry bird Farming as an economic activity in the District of Mayurbhanj
 - b) To encourage and increase stake holder investment participation in the whole value chain and production process of Goatery and Poultry bird.
 - c) To encourage and facilitate sustainable models of production.
 - d) To encourage and mobilize farmers' stakes as partners in the same process such that a sense of ownership is instilled amongst the farming community leading to better ownership responsibility and accelerating the adoption of technology, financial discipline and quality control culminating in improved and sustainable economic returns.
 - e) To develop and strengthen the risk taking ability of the farming community through a combination of technology, assured markets, credit linkages and institutional support.
 - f) To enable the farming community to capture opportunities generated by the new climate of market oriented production and value chain approach.
 - g) Given the importance of genetics in the animals in the herd, it is important to manage

genetic change and improvement. To provide Veterinary services and extension services for genetic improvement of the cattle for promotion of healthy and more productive animal.

With the intention of meeting the above aim and objectives, the ITDA, Kaptipada, Udala intends to invite proposals from interested, reputed and qualified organizations / Firms for supply of Goat (Does & Bucks), Poultry Bird and allied items to the tribal beneficiaries.

The EOI should be accompanied by a refundable EMD of Rs. 10,000/- (Rupees ten thousand) for all bidder in the form of demand drafts drawn in favour of "The Project Administrator, ITDA, Kaptipada, Udala". The ITDA, Kaptipada, Udala reserves the right to reject any /all applications without assigning any reasons thereof. The EOI document can be downloaded from our website: <http://mayurbhanj.nic.in>.

The proposals / EOIs, should be addressed to the Project Administrator, ITDA, Kaptipada, Udala, Mayurbhanj, State - Odisha, Pin - 757041, and should be reach by 11.00 P.M on or before 05.04.2025

2. BROAD SCOPE OF WORK:

- i. Bidder's scope of work and supply shall comprise supply of Goat (Does & bucks), Poultry Bird and allied items as per specification supported by a declaration certificate from a registered veterinary practitioner on genetic character of each Goat, breed, age.
- ii. To also support with detail health status, vaccination record, last calving date etc, duly certified by a registered Veterinary Practitioner.
- iii. The Goats to be supplied should have valid insurance cover for not less than 1 year on the date of supply.
- iv. Bidder should declare the number of goats available at their possession with detail history as mentioned in (i) above."

3. ELIGIBILITY CRITERIA:

Bidder intending to bid shall fulfill the following eligibility criteria:

- a) Shall be an Institution / Firm / Farms / registered society etc..
- b) Should have proven financial services capability, particularly in financing programmes / projects.
- c) Proof of Financial Status in the form of balance sheet/ITR

4. OUTPUTS: The selected Bidder is expected to:

- i. Propose a draft work-plan within 7 working days of the assignment in consultation with the Office of the PA, ITDA, Kaptipada. The draft work-plan should include the Plan of Action to undertake the assigned task for supply of goats to different location as specified.
- ii. Any other information deemed proper on the part of the Bidder.

5. BIDDING PROCEDURE:

- i. The Bidder qualifying the above criterion shall submit the bids in two separate sealed envelopes i.e. one for Technical Bid (Envelop - A (Annexure-II) & another for Financial bid (Envelop- B

(Annexure-III).

- ii. Sealed Envelope (A) would include Technical Bid and EMD (Earnest Money Deposit) along with detail declaration as per Annexure-II and also a brief history/background of their organization/Firm.
- iii. Sealed Envelope (B) would include the Price Bid as per Annexure-III
- iv. Both Envelope A and Envelope B must then be placed in one larger envelope(sealed) super scribing "Supply of Goats & Poultry Birds for ITDA, Kaptipada, Udala, Dist - Mayurbhanj, State -Odisha, Pin - 757041."
- v. Unsealed materials will not be accepted.'
- vi. Bids must be written in English.
- vii. Price should be quoted in Indian Rupee both in figure and in words
- viii. Any Bid received after the deadline for submission of Bid will be rejected outright and bidder will have to collect their bid document at their own expenses.
- ix. Bid will be opened on **05.04.2025 at 11.30 AM** in presence of the Bidder and/or his/her authorized representative,

6. DOCUMENTS TO BE SUBMITTED WITH THE BID:

- I. Expression of Interest (EOI) as per detail specification of goats & poultry birds at Annexure-I
- II. EMD in the form of Demand Draft.
- III. Organizational / history background of the Firm.
- IV. Infrastructure and other facilities available with the Firm/Farm/Institution including details of similar assignment done in the past and Financial Status (to be supported by document).
- V. Accreditation / quality certification (if any) of the Firm / Farm / Institution.
- VI. Authenticated copy of certificates of incorporation/registration and Memorandum of Association/Articles of Association/Trust Deed/Constitution of the organization.

The applicant in addition to furnishing complete information with the documents shall furnish a complete document on the proposed approach and work plan for rendering the services asked for.

Every sheet of EOI document and all forms / Annexure complete in all respect shall be signed by the person/persons duly authorized to sign on behalf of the applicants as a token of having understood and accepted all terms and conditions mentioned in EOI document. Any /all corrections made in the offer shall be duly authenticated by the signature of the authorized signatory.

7. Period of Validity of Bids:

- i. Validity of Bids shall be for a period of not less than 12 (twelve) months after the date of bid opening. A bid valid for a shorter period shall be rejected by the ITDA, Kaptipada, Udala as non-responsive.
- ii. In exceptional circumstances, ITDA, Kaptipada, Udala may solicit the Bidder's consent to an

extension of the period of validity. The request and the responses thereto shall be made in writing. The Earnest Money provided shall also be suitably extended. A Bidder may refuse the request without forfeiting its Earnest Money. A Bidder granting the request will not be permitted to modify its bid condition.

8. Earnest Money Deposit (EMD)

- i. The Bidder shall furnish, as a part of its bid, Refundable Earnest Money of Rs. 10,000/- for all bidder.
- ii. The Earnest Money is required to protect the ITDA, Kaptipada, Udala against the risk of Bidder's conduct, which would warrant the security's forfeiture.
- iii. The Earnest Money shall be in the form of Demand Draft pledged in favour of the PA, ITDA, Kaptipada, Udala,
- iv. Any bid not accompanied by Earnest Money will be rejected.
- v. Unsuccessful Bidder's Earnest Money will be discharged or returned as promptly as possible as but not later than ninety (90) days.
- vi. The successful Bidder's Earnest Money will be released upon the Bidder signing the contract.
- vii. The Earnest Money may be forfeited:-
 - a. If a Bidder withdraws its bid during the period of bid validity specified by the Bidder on the Bid Form; or
 - b. In case of a successful Bidder, fails to sign the contract.

9. Terms & Conditions:

- i. The rates quoted should be valid for a period of at least 12 months from the date of opening of bids.
- ii. A health certificate from registered veterinary practitioner/competent authority should be enclosed for each animal.
- iii. Test report on Brucellosis should also be enclosed against each goat. Random test will be conducted at the spot to confirm Brucellosis free. Bidder will facilitate arrangement of feed and fodder supplies along with water at the delivery point till all test is completed/which may last for 2-3 days.
- iv. The Animals should be supplied at convenient intervals as required by the Agency and supply of animals should be affected as per work plan approved by the ITDA Office.
- v. All the laws related to transport etc. should be followed as per the guidelines of CPCSEA and Government of India.
- vii. The animals should be supplied tentatively at the following holding location: Kaptipada, Udala Khunta & Gopabandhu Nagar Block Cluster area to the SHG Members.
- viii. The animals will be quarantined and if any diseases animals are detected, the Supplier will remove such animals from the Agency premises at his own cost.

10. Award Criteria:

- i. The payment will be limited to the budget approved vide Letter No. 1209, dt. 24.10.2024 of Mission Director, Mukhyamantri Janajati Jeevika Mission (MMJJM).
- ii. The Financial bids for animals will be finalized based on the cost quoted per Goat & Poultry Bird (Including transportation price). The bids for supply of does & buck will be finalized based on the price per animal (Including transportation price).

11. ITDA, Kaptipada, Udala right to vary no. of animals at time of award: The ITDA, Kaptipada, Udala reserves the right at the time of contract award to increase or decrease the number of animals originally specified in the scheduled of requirements without any charge in unit price or other terms and conditions.

12. ITDA, Kaptipada, Udala Right to accept any Bid and to reject any or all Bids: The Procurement Committee reserves the right to accept or reject any bid, and to annul bid process and reject all bids at any time prior to contract award, without thereby incurring any liability to the affected Bidder or bidders or any obligation to inform the affected Bidder or bidders of the grounds for the ITDA, Kaptipada, Udala action.

13. Signing of Contract

The supplier, on award of the contract should execute an agreement with ITDA, Kaptipada, Udala on non-judicial stamp paper of Rs. 100/- (Rupees one hundred) only at the expense of the supplier incorporating the terms and conditions.

14. Security Money

- i. Within seven (7) days of receipt of the Notification of contract award, the successful bidder shall furnish to the ITDA, Kaptipada, Udala the Security Deposit at the rate of 2% of the value of supply order.
- ii. The Security Deposit shall be in one of the following forms: (a) Bank Guarantee, issued by a reputable bank payable to Project Administrator, ITDA, Kaptipada, Udala.
- iii. The proceeds of the Security Deposit shall be payable to the Office of the Project Administrator, ITDA, Kaptipada, Udala as compensation for any loss resulting from the Supplier's failure to complete the obligations under the contract.
- iv. Failure of the successful Bidder (L₁) to sign the contract and/or furnish the Security Deposit shall constitute sufficient grounds for the annulment of the award and forfeiture of the Earnest Money, in which event the Project Administrator, ITDA, Kaptipada, Udala may make the award to the next lowest evaluated Bidder (L₂) or call for new bids.
- v. The Security Deposit will be released by the Project Administrator, ITDA, Kaptipada, Udala and returned to the Supplier not later than 90 days following the date of completion of the Supplier's performance obligations under the contract.

15. PENALTY CLAUSE

For non-performance / delayed performance, the following penalties may be imposed on the successful bidder:

- (i) For feature of Security Deposit.
- (ii) Deduction of 2% of the value of supply order for each fortnight of delay.

16. Resolution of Disputes

- i. The Project Administrator, ITDA, Kaptipada, Udala and the agency / Firm shall make every effort to resolve amicably by direct informal negotiation any disagreement or dispute arising between them under or in connection with the contract, failing which either party may approach a competent court at Udala having jurisdiction to resolve the dispute.

17. Standards:

The services provided under this contract shall conform to the standards mentioned in the Technical Specifications.

18. Transportation:

The transportation cost of Goat to be mentioned clearly as per FOR holding location mentioned in 9.vii.

19. Payment:.

- i. No advance payment shall be made by the Department to the awardee.
- ii. 90% payment shall be released after the Provisional Acceptance Certificate (PAC) is received duly certified by Veterinary Department that the animals has been received in good condition as per the specification and balance 10% will be released on satisfaction of performance of each goat over a certain period of time.
- iii. For bids denominated in Indian Rupees, the payment shall be made through Cheque / Demand Draft / A/c of the bidder / Firms through off-line / online mode by the Agency.

20. Taxes and Duties:

The supplier entirely responsible for all taxes and duties etc. incurred until completion of the contract.

21. Acceptance:

Acceptance both provisional and final regarding the bid will be by the Project Administrator, ITDA, Kaptipada, Udala.

22. Amendment of EOI:

At any time prior to the last date of receipt of bids Project Administrator, ITDA, Kaptipada, Udala may for any reason, whether at its own initiative or in response to a clarification requested by a prospective bidder, modify the EOI document by an amendment. In order to provide prospective bidder reasonable time in which to take the amendment in to account in preparing their bids, the Project Administrator, ITDA, Kaptipada, Udala may as its discretion, extend the last date for receipt of bids and / or make other changes in the requirements set out in the invitation to EOI.

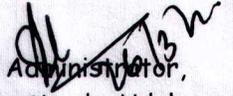
Contact

Address

- Integrated Tribal Development Agency, Kaptipada, Udala
At/Po- Udala, Near State Bank of India
PIN- 757041 (Odisha)

Email

- itdakpd@nic.in

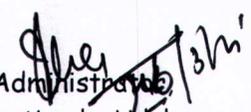

Project Administrator,
ITDA, Kaptipada, Udala

Annexure - I
SPECIFICATION FOR GOAT

Sl. No.	Characteristic	Details
1	Age	Female Goat - 5 to 6 months Male Goat - 6 to 7 months
2	Sex	Female & Male (Does & Bucks)
3	Dentition	1-2 pairs permanent teeth
4	Body weight	6-8 Kg.
5	Breed	Black Bengal / Recognized Local Breed
6	Health	Good Health & free from any observable abnormalities
7	Disease Status	Apparently free from detectable contagious or infectious disease at the time of supply
8	Vaccination status	Must be vaccinated from any disease and dewormed
9	Requirement (Approximate)	No. of Does - 300 Nos. No. of Bucks - 20 Nos.
10	Utensils, Medicines, Nutritional supplements, Deworming etc.	As per requirement
11	Insurance of animals	For one year

SPECIFICATION FOR DESHI POULTRY BIRD / ASEEL CROSS

Sl. No.	Characteristic	Details
1	Age	2 months old
2	Sex	Male / Female
3	Body weight	300 to 400 gm.
4	Breed	Deshi Poultry Bird / Aseel Cross
5	Health	Good Health & free from any observable abnormalities
6	Disease Status	Apparently free from detectable contagious or infectious disease at the time of supply
7	Vaccination status	Must be vaccinated from any disease and dewormed
8	Requirement (Approximate)	1000 Nos.
9	Medicines, Nutritional supplements, Deworming etc.	As per requirement


 Project Administrator
 ITDA, Kaptipada, Udala

Annexure - II

TECHNICAL BID (SEPARATE SHEET) FOR SUPPLY OF GOAT (DOES & BUCKS) AND DESHI POULTRY BIRD / ASEEL CROSS

(TO BE FILLED AND SUBMITTED BY THE BIDDER)

Sl. No.	Particulars	To be filled in by the bidder
1	Name & Address of the bidder / Supplier	
2	Telephone No. / Mobile No. / E-mail / Website	
3	Date of establishment of the Agency / Farm	
4	Registration Number under the GOI Act if any (Plz. attach)	
5	Specification and number of Does / Bucks / Poultry birds	
6	PAN / TIN No.	
7	GST Registration No.	
8	Ernest Money Deposit (EMD submitted)	Yes / No
9	<u>EMD Details</u> DD No. - Date - Drawn on Bank - For Rs. -	
10	Proof of financial status of the agency in form of balance sheet / ITR	
11	Remarks if any	

Note : it is mandatory to attach the attested copy of required certificates / proof with above information.

Date & Place

(Name & Seal of the authorized signatory of the agency)

Annexure - III

FINANCIAL BID FORMAT

Name of the Item :

Sl. No.	Particulars		To be filled in by the bidder
1	Price per unit including all the duties and levies (per unit in Indian Rupees)	:	
2	Central Sales Tax	:	
3	Entry Tax	:	
4	Other Charges (to be specified)	:	
5	Total unit price of the item	:	
6	Terms of delivery	:	
7	Terms of payment	:	

(Name & Seal of the Bidder)

FORMAT FOR THE COVERING LETTER

(On the Applicant Letter Head)

To

The Project Administrator,
ITDA, Kaptipada, Udala
At/PO- Udala, Dist- Mayurbhanj-757041

Sub :- Expression of Interest (EOI) for selection - Submission of Application

Dear Sir,

In response to your invitation for EOI published in the website <http://www.mayurbhanj.nic.in> in getting selection with the ITDA, Kaptipada, Udala and are submitting our application for the same. We have examined the details provided in the EOI and hereby are submitting the relevant information with this application.

The applicant details are as follows :

1. Name of the applicant institution :
2. Authorized Contact Person and Designation :
3. Postal Address of the Authorized Contact Person :
4. Land Line & Mobile Number of the Authorized Contact Person :
5. Email ID of the authorized Contact Person :

We hereby certify that:

- A. All the statements made and information furnished in the application and the enclosures are true and correct.
- B. We have furnished all information and details necessary for EOI and have no further pertinent information to supply (unless specifically asked for the ITDA, Kaptipada, Udala at a later stage)
- C. We agree that, the Project Administrator, ITDA, Kaptipada, Udala or their authorized representatives can approach individuals, employees and firms to verify our competence and general reputation.
- D. We submit certificates and documents in support of our suitability, technical knowhow and capability for having successfully providing the required services, in prescribed format
- E. We agree that, the discretion and decision of the ITDA in respect of the selection of the coaching industries is final and bidding.

Signature and seal of Authorized contact person
Name & designation of Signatory Date: