



DISTRICT PROJECT OFFICE
SAMAGRA SIKSHYA MAYURBHANJ
Baripada, Murgabadi, Deuli Road, Mayurbhanj -757002
www.mayurbhanj.nic.in & www.osepa.odisha.gov.in

TENDERDOCUMENT

FOR

PROCUREMENT OF INCINERATOR & VENDING MACHINE
for
1023 Schools of Mayurbhanj District

IFB

Tender Call Notice no: 1222 Dtd. 28.03.2025

Closing Date. : 06.05.2025

Receive of Tender : 06.05.2025 up to 05.00 PM

Tender Opening Date. : 07.05.2025 at 10.00 AM

Venue. : Conference Hall, DEO Office Mayurbhanj

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**DISTRICT PROJECT OFFICE
SAMAGRA SIKSHYA MAYURBHANJ**

No.....1222..... Date: 28/03/2025

TENDER CALL NOTICE

Purchase, Installation of Incinerator & Vending Machine

Sealed tenders are invited in 2-Part(Tech/Commercial Bid & Fin Bid) the prescribed application from the intending Manufacturers, Chanel Partners, Authorised Distributors/Dealers/Sellers having valid registration certificate, Authorisations, GST regd no. for supply of Branded Top & Good quality Incinerator & Vending Machine. The tender paper containing detailed specifications with terms and conditions can be obtained from the web site www.mayurbhanj.nic.in and www.osepa.odisha.gov.in. The cost of tender paper is to be paid in shape of Demand draft in favour of District Project Coordinator, SSA, Mayurbhanj payable at Baripada & to be attached in the tender Application. The tender will be received up to 5.00 P.M. of Dtd...06-05-2025... and Techo-Commercial Bid & Fin Bid will be opened on 07-05-2025 at 10.00 am in the presence of the tenderer or their authorized representatives at Conference ...D.E.O.,....., Mayurbhanj.

The undersigned reserves the right to reject any or all the tender without any notice and assigning any reason thereof.


Collector & Chairman
Mayurbhanj

DISTRICT EDUCATION OFFICE, MAYURBHANJ

REQUEST FOR PROPOSAL

Selection of Interested Party for "Supply & Installation of Incinerator & Vending Machine" for 1073 nos Schools under Samagra Sikshya" in Mayurbhanj District.

Dist Education Office, Mayurbhanj invites proposal from the eligible bidders for "**Supply & Installation Incinerator & Vending Machine**" through open tender procurement methodology . It has been planned to Install **Supply, Installation Incinerator & Vending Machine** in 1023 nos School proposed under Samagra Sikshya of the District.(details as in Indent at Annx-C)

The Tender Document containing **details of scope of work, technical specifications & other parameters** can be accessed and downloaded from web portal www.mayurbhanj.nic.in & www.osepa.odisha.gov.in The key events of the above bidding process are as follows:

Sl.no	Particulars	Date and time
1	Date & time of release of bid	28.03.2025, 10.00 AM
2	Date & time of hoisting bid submission in web site	30.03.2025 at 10.00 AM
3	Cost of tender paper / Bid processing fee (non refundable)	Rs.15000.00
4	EMD amount	Rs.250000.00
5	Date & time of Technical bid Opening	07.05.2025 at 10.00 AM
6	Date of opening of Financial Bid	Only technically qualified bidders on after evaluation of Technical/Comm Bid, may be on the same day or date of opening of financial bid will be intimated to qualified bidders

The proposal complete in all respect must be submitted through Registered/Speed Post only latest by 06.05.2025. upto 5.00pm. The Addendum/Corrigendum if any will be hoisted in the website www.mayurbhanj.nic.in and www.osepa.odisha.gov.in only. The authority reserves the right to reject any/all proposals without assigning any reason thereof.

Contact Officer:

Dist Education Officer cum Dist Project Coordinator, SS, Mayurbhanj
At: Baripada -757002 Email: dpcmayurssa.opepa@nic.in Mob No.9437193982

DISCLAIMER

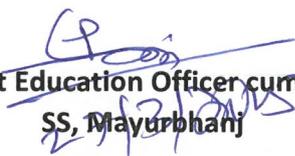
The open Tender is issued by DEO cum DPC, SS, Mayurbhanj on behalf of 1023 nos Schools proposed for procurement of "Supply & Installation Incinerator & Vending Machine" .While the information in this Bid document has been prepared in good faith, it does not support to be comprehensive or to have been independently verified. Neither the OSEPA/ S & ME Department nor any of its officers or employees, accept any liability or responsibility for the accuracy, reasonableness or completeness of ,or for any errors, omissions or mis-statements, negligent or otherwise, relating to the proposed assignment, or makes any representation or warranty, express or implied, with respect to the information contained in this Tender Document or on which this Tender Document is based or with respect to any written or oral information made or to be made available to any of the recipients or their professional advisers and, so far as permitted by law and except in the case of fraudulent misrepresentation by the party concerned, and liability therefore is here by expressly disclaimed.

The information contained in this Tender Document is selective and subject to updating, expansion, revision and amendment at the sole discretion of the DEO cum DPC, SS, Mayurbhanj. It does not claim to contain all the information that are recipient may require for the purposes of making a decision for participation in this selection process. Each bidder must conduct its own analysis of the information contained in this Tender Document, to correct any inaccuracies there in and is advised to carry out its own investigation into the proposed assignment, the regulatory regime which applies there to and by and all matters pertinent to the project and to seek its own professional advice on the legal, financial and regulatory consequences of entering into any agreement or arrangement relating to the project.

This Tender Document includes certain statements, information, projections and forecasts with respect to the proposed assignment. Such statements, information, projections and forecasts reflect various assumptions made by the management, officers and employees of this Office/ Department, which the assumptions and the base information on which they are made may or may not prove to be correct.

No representation or warranty is given as to the reasonableness of forecasts or the assumptions on which they may be based and nothing in this Tender Document is, or should be relied on as, a promise, representation or warranty.

Collector & DM cum Chairman, Samagra Sikshya, Mayurbhanj shall be the sole and final Authority with respect to selection of a bidder through this tender.


Dist Education Officer cum DPC
SS, Mayurbhanj


Collector & Chairman
SS, Mayurbhanj

SECTION: 1

INFORMATION TO THE BIDDERS

1.1 District Education Officer cum Dist Project Coordinator, Samagra Sikshya, Mayurbhanj invites Tender from the eligible bidders for Procurement of "Incinerator & Vending Machine"

1.2 This BID document includes the following :

- a. **Disclaimer**
- b. **Section - 1** : Information to the Bidders.
- c. **Section - 2** : General Definition & Scope of Contract
- d. **Section - 3** : Bid Schedule.
- e. **Section - 4** : Special Condition of Contract.
- f. **Section - 5** : General Condition of Contract.
- g. **Section - 6** : Specification and Design.
- h. **Section - 7 A & B** : Part-I Technical/Comm Bid formats & Part-II Financial Bid Format
- i. **Section - 8** : Annexures.

1.3 The bid/tender document published by the Bid Inviting Officer (DEO cum DPC, SS Mayurbhanj as Procurement Officer-Publisher) in the open procurement portal www.mayurbhanj.nic.in & www.osepa.odisha.gov.in will appear in the "Tenders". The Bidders/Users can download the Bid/Tender documents from the web sites www.mayurbhanj.nic.in & www.osepa.odisha.gov.in and submit it through speed/regd post from 28/03/2025 to 5.00PM of 06/05/2025 after which the same will be removed from the list of "Tenders".

1.4 **PARTICIPATION IN BID**

1.4.1 - **DOWNLOADING OF BID:**

The bidder can download the bid of his / her choice and undertake the necessary preparatory work and post the completed bid at their convenience much before the closing date and time by which it can reach the inviting Officers destination before due time only through registered/speed post.

1.4.2 - **PAYMENT OF EMD AND COST OF BID DOCUMENT:**

The detail guideline for payment of EMD & Cost of Bid Document is mentioned at General Condition of Contract- Section 5. (Clause 5.2.5).

1.4.5- **SUBMISSION AND SIGNING OF BID.**

The detail guideline for submission of & signing of bid is mentioned at General Condition of Contract- Section 5 (Clause 5.12).

SECTION: 2
GENERAL DEFINITION & SCOPE OF CONTRACT

2.1 General Definitions:

- 2.1.1 DEO cum DPC means District Education Officer cum Dist Project Coordinator, DPO means District Project Office, SSA means Sarva Sikshya Abhiyan, SS means Samagra Sikshya, PS Primary School, HS means High Schools
- 2.1.2 Bid / Tender Inviting Authority is the DEO cum DPC, SS, Mayurbhanj as per order of Collector & DM, Mayurbhanj under Govt of Odisha, calls the bid.
- 2.1.3 *Tender Purchase Committee, Financial Evaluation Committee & Technical Committee* are Committees authorized by the Government / comprises members as Collector & District Magistrate as Chairperson, DEO cum DPC, SS as Member Convenor, ADEO(Scheme as Member, Sr Technical Consultant as Member(Tech Specialist), GM-DIC/MSME as Member, & other as selected by Chairperson.
- 2.1.4 *Blacklisting / debarring* – the event occurring by the operation of the conditions under which the bidders will be prevented for a period of 3 years from participating in the future bids of Tender Inviting Authority, more specifically mentioned in the Special Conditions of Contract (Section - 4) and General Conditions of Contract (Section - 5) of this bid document, the period being decided on the basis of number of violations in the bid conditions and the loss / hardship caused to the Tender Inviting Authority on account of such violations. In case of violation of bid conditions / contract, the Tender Inviting Authority may write Government for blacklisting the bidder/supplier.

2.2 Scope

The bid is invited for the Procurement of “**Incinerator & Vending Machine**” to be supplied & installed in 1023 nos of Schools proposed for transformation under Samagra Sikshya Programme of Mayurbhanj districts of the State of Odisha.

- 2.2.1 The bidders can't withdraw their bid after opening of technical bid, within the minimum bid validity period of 90 days from the date of opening of the financial bid & also after accepting the supply order.
- 2.2.2 Withdrawal or non-compliance of agreed terms and conditions after the execution of agreement will lead to invoking of penal provisions and may also lead to blacklisting.

SECTION: 3
BID SCHEDULE

BIDDER DATA SHEET

Sl	Particulars	Details
1	Name of the Client	1023 Schools on behalf of Dist Education Office, Mayurbhanj
2	Method of Selection	Least Cost Selection (LCS) Method (Incinerator & Vending Machine)
3	Availability of Tender Document	From Date 28.03.2025 Downloadable from website: www.mayurbhanj.nic.in & www.osepa.odisha.gov.in
4	Publishing of Tender Notice through News paper	The Samaja & The Eastern Media Ltd -Sambad
5	Last Date and Time for receipt of sealed tender	06.05.2025 upto 5.00pm
6	Place of Opening of Technical Bid	Conference Hall of DEO Office Mayurbhanj – 757002, Baripada, Murgabadi Golei, Deuli Road
8	Declaration of Bidders qualified Technical Bid	On spot declaration by the Committee
9	Date of opening of Financial Bid	After technical bid evaluation & on the same date
10	Date of Completion of supply	Within 60 days of issue of PO
11	Contact Officer	DEO cum DPC, SS, Mayurbhanj, Telephone No:– dpcmayurssa.osepa@nic.in , Mob No. 9437193982
12	Tender Application/Bid Processing Fee (Non-Refundable)	Tender Document/RFP can be downloaded from www.mayurbhanj.nic.in . & www.osepa.odisha.gov.in The bidders are required to deposit as document processing fee of Rs 15000/- .(Rupees Fifteen thousand) only through DD drawn District Project Office, SSA, Mayurbhanj payable at Baripada
13	Earnest Money Deposit (EMD) (Refundable)	Earnest Money Deposit of Rs.2,50,000.00 shall be deposited through DD & attached along with tender application
14	Currency of the bid/tender	The bidder should quote price in Indian Currency only.
15	Validity of the bid	Proposals / bids following submission shall remain valid for a minimum period of 90 days. However the Tender Inviting Authority (TIA) may extend

		the period of validity in case of exigency, with mutual consent.
16	Consortium/Sub contract	Consortium or sub-contract is strictly prohibited.
17	Bid submission	To be submitted through Registered Post/Speed Posts only addressed to The District Project Office, Samagra Sikshya, Murgabadi, Baripada, Mayurbhanj -757002 superscribinnng on top of the envelop "Incinerator & Vending Machine"

SECTION: 4

SPECIAL CONDITIONS OF CONTRACT

4.1 Time Limits Prescribed

Sl.no	Activity	Time Limit
4.1.1	Delivery period	1023 nos School points within 60 days from the date of issue of Purchase Order/ letter from DEO, Mayurbhanj.. For detail please refer Clause no. 5.18 of General Condition of Contract.
4.1.2	Submission of performance security and signing the contract agreement	Within 07 days from the date of issue of the PO.
4.1.3	Release of Payment	For details please refer Clause no 5.23 of General Condition of Contract.

4.2 Eligibility / Pre-Qualification criteria:

- 4.2.1 Tenders is invited from Manufacturer/OEM or Supplier/authorized distributor/dealer or Company having legal status/ having valid Authorisation Certificates having Sales & Service point at Mayurbhanj.
- 4.2.2 The bidder have valid registration under Goods and Services Tax (GSTIN), Income Tax (PAN), MSME/EPM/DIC/Distribution authorization.
- 4.2.3 The bidders of Odisha State must have the GST Registration Certificate issued by the Competent Authority of Odisha along with the GST returns (GSTR-3B and GSTR-1) filed for the last Tax period. Similarly, the bidders from outside State must have the GST Registration Certificate in Odisha, copy of GST Return of last Tax period.
- 4.2.4 The bidder must have annual average turnover of Rs.150 lakhs or more during the last 3 financial years i.e. 2021-22, 2022-23, 2023-24. For this, the bidder submit (i) Income Tax Return, (ii) Audited Balance sheet, Profit & Loss account, Trading Account duly certified by Chartered

Accountant.

- 4.2.5 The bidder must have minimum one contract of supplying Incinerator & Vending Machine to Govt./Govt aided organization/Schools/Colleges/Banks/PSU in any one of years from 2021-22 to 2023-24 valued more than Rs.200 lakh.
- 4.2.6 The bidder shall have to provide minimum 2 years comprehensive warrantee at site & it may be extended another 2 years beyond warrantee periods as an add on AMC contract.
- 4.2.7 The bidder shall have to submit EMD and cost of the document as mentioned in the tender document. No exemption to MSEs from payment of EMD & cost of documents vide this office Metter no.
- 4.2.8 The bidder who has been blacklisted / debarred / banned by any State Govt. / UT / Central Govt./Govt. organization / Govt. Institution / PSU / Govt. 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, cannot participate in the tender during the period of blacklisting / debarment / banned.
- 4.2.9 The bidder has to submit declaration in prescribed format in shape of an affidavit before Executive Magistrate / Notary Public as per **Annexure-B**.

SECTION: 5
GENERAL CONDITIONS OF CONTRACT

5.1 **Bid Document availability and submission:**

5.1.1 The detailed technical specifications and terms and conditions governing the supply, quality testing, payment after supply etc are contained in this "Bid Document".

5.1.2 The bid document shall be made available in the website www.mayurbhanj.nic.in and www.osepa.odisha.gov.in for downloading. Bidder shall submit Cost of tender paper / Bid Processing Fee (mentioned in Section - 3).

5.1.3 The documents shall be submitted through Speed Post/Registered Post & Sample by hand as per date mentioned.

5.2.1 Payment of cost of Tender paper (**Rs.15,000.00**) & Earnest Money Deposit (EMD) (**Rs.2,50,000.00**).

5.3 Exemption for Micro & Small Enterprise (MSEs) registered with respective DICs, NSIC. Exemption /preference for payment of EMD shall not be allowed to any SSI units/local MSEs or any other agencies vide OSEPA Letter no. 8108/FIN/12 Dtd.03.09.2012

5.4 **Quantity Required:**

At present the total quantity required would be around 1023 nos Incinerator & Vending Machine approximately. Actual indent may be +/- 5%.

School-wise indent is attached at **Annexure-C**. The quantity may increase/decrease as per need which will be communicated in the Supply order.

5.7 Specification of Incinerator & Vending Machine.

The specification of the "Incinerator & Vending Machine" is provided in the **Section-6** of the BID document.

5.8 Responsibility of the bidder to verify the Contents of Bid Document:

5.8.1 The bidder shall examine all instructions, forms, terms and specifications contained in the Bid Document and verify that all the contents mentioned in the 'Bid Document'.

5.8.2 Failure to furnish any information as required in the bid document and submission of an offer not substantially responsive to it in every respect shall be at the bidder's risk and may result in the rejection of the bids, without any further notice.

5.9 Guidelines for Preparation of Bid:

5.9.1 The Bidder shall bear all costs associated with the preparation and submission of its bid and DEO, Mayurbhanj, as "Tender Inviting Authority" will in no case be responsible or liable for these costs, regardless of the conduct or outcome of the bidding process.

5.9.2 In the event of documentary proof as required being not enclosed, the Bid shall be liable for rejection. All pages of the bid shall be signed by the authorized person or persons signing the bid along with the seal/stamp of the bidder.

5.9.3 An offer submitted in vague / ambiguous financial terms and the like, shall be termed as non-responsive and shall be summarily rejected.

5.9.4 Clarifications on specific requests, if felt necessary by the Tender Inviting authority, shall be responded through e-mail and general clarifications, affecting all the bidders shall be published in the official website of the Tender Inviting Authority (www.osepa.odisha.gov.in)(www.mayurbhanj.nic.in). However, it shall be the duty of the prospective bidder to ensure that the clarifications sought for has been properly received in time by the Tender Inviting Authority.

5.9.5 Any clarification on the Tender procedure shall be obtained from DEO cum DPC, SS, Mayurbhanj (contract no. of DEO cum DPC: 9437193982)

5.10 Submission of Bid:

The bids are to be submitted in two parts ie Technical/Commercial Bid ie Part-I and Financial Bid as Part -II. So, main envelope contain two envelopes ie Part-1 as Technical/Commercial Bid and Part-II as Financial Bid. On top of the envelope it must be superscribed in bold letter as "Part-1 Technical/Commercial Bid" "Part-II Finance Bid". Main envelope superscribed as "**Tender for Incinerator & Vending Machine**".

5.10.1 Submission of Technical/Commercial Bid:

The list of documents (all enclosures) as part of Technical/Commercial Bid are mentioned below:

- (a) Copy of manufacturing license from Appropriate Authority of Government if bidder is a manufacturer.
- (b) Copy of Authorisation Certificate of Distributor/Dealer/Chanel Partner of quoted items
- (c) Copy of GST Registration Certificate.
- (d) Copy of GST Return (GSTR-3B & GSTR-1) filed for the last Tax period in case of GST Registration Certificate issued by the Competent Authority of Odisha.
- (e) Copy of the PAN
- (f) Copy of the Income Tax Return, Audited Balance Sheet, P/L Account and Trading Account for the year in which the annual avg turnover is Rs.150 lakh or more in last 03 financial years i.e. 2021-22, 2022-23 & 2023-24
- (g) Documentary proof of work order/contract agreement/supply completion certificate from Govt./govt aided organization/PSU in support of experience in supplying Incinerator & Vending Machine in the years i.e. 2021-22,2022-23 & 2023-24,
- (h) If EMD & PS in shape of DD, enclose as necessary documents.
- (i) Declaration in prescribed format (Annexure-B) in shape of an affidavit before executive Magistrate / Notary Public.
- (j) Check list as in **TECH-3**.
- (k) Sample: Sample is the paramount factor for selection in Tech Bid. Only Good & top quality & branded Incinerator & Vending Machine can be selected along with other clause of Tech Bid in the evaluation of Tech Bid. The Tender Committee Members have their discretions to select Good & top quality & branded Incinerator & Vending Machine for evaluation in technical bid.
- (l) Sample to be deposited physically at DPC, SS, Mayurbhanj one day before opening of Technical bid. Sample must be in sealed packages & One bidder must submit one sample(Incinerator & VM). If bidder quoted more than one brand & submit more than one sample will be disqualified in the technical bid.

All above documents & Sample should be submitted with seal & signature of the bidder.

Note: Any financial information should not be mentioned in the Technical Bid.

5.10.2 Submission of Financial Bid:

- (a) **PART II as FINANCIAL BID** (in the required Format) shall be submitted **separately**. Multiple Financial bid submission by bidder shall lead to rejection of bid.
- (b) A bid submitted with an adjustable/variable price quotation will be treated as non - responsive and liable for rejection.
- (c) Prices quoted by the Bidder shall be fixed during the period of the contract and not subject to variation on any account.
- (d) Price offered shall be in Indian rupees and there shall also be no hidden costs.

- (e) The price quoted shall be F.O.R. destination i.e. **at respective School locations** which means that prices shall include the cost of delivery, Installation at destination (**at list at Annexure – C**). All the transit risk shall be the responsibility of the supplier.
- (f) Bidder shall quote prices in all necessary fields in the available format. The price shall be entered separately in the following manner:
 - (i) **Base Price** : Base price is inclusive of all other taxes, charges, levies, duties, cost of packing, transportation upto delivery points etc...except GST as applicable.
 - (ii) GST as applicable is to be quoted separately in the specified field in numeric values and in Indian Rupees. If the field is left blank, value will be taken as Zero and the quoted price will be treated as inclusive GST.
- (g) Bidder cannot alter / modify the Financial bid / BOQ format, if so its bid is liable for rejection.
- (h) No bidder shall be allowed at any time on any ground, whatsoever it may be to claim revision or modification in the rates quoted by him. Representation to make correction in the tender documents on the ground of Clerical error, typographical error, etc., committed by the bidder in the Bids shall not be entertained after final submission of the tender. Conditions such as "SUBJECT TO AVAILABILITY" "SUPPLIES WILL BE MADE AS AND WHEN SUPPLIES ARE RECEIVED" etc., will not be entertained under any circumstances and the tenders of those who have given such conditions shall be treated as incomplete and accordingly the Tenders will be liable for rejection.

5.10.3 Security of Bid Submission:

After final selection of bidder for issue of PO, the bidder required to deposit the Security Money as calculated, ie 5 % of order value.

5.10.4 Resubmission and withdrawal of Bids:

Resubmission of bid by the bidders for any number of times before the final date and time of submission is allowed.

5.10.5 The Bidder can withdraw its bid before the closure date and time of receipt of the bid by writing a letter addressing to the DEO cum DPC, Mayurbhanj (Officer Inviting Bid) citing reasons for withdrawal. Withdrawal is not allowed after expiry of the closure time/last date for submission of the bid.

5.10.6 The bidder should avoid submission of bid at the last moment to avoid the postal delivery delay. In such case, the Tender Inviting Authority is not responsible in any manner.

5.11 Opening of the Technical and Financial Bid.

5.11.1 The technical bid shall be opened in the scheduled date. The date of opening of Financial bid shall be decided by Tender Inviting Authority for those bidders who have qualified in technical bid evaluation. The date of opening of the Financial bid shall be informed in advance to the technically qualified bidder/s.

5.11.2 In the event of the specified date for opening of bid being declared holiday/strike, the Bid shall be opened at the appointed time on the next working day.

5.11.3 The tenders (also called Bids) not submitted in prescribed format or in the prescribed manner, shall be rejected by the Tender Evaluation Committee at the risk and responsibility of the bidder.

5.11.4 All the information/documents as called for in the tender document should be submitted truly, clearly, legibly, transparently, unambiguously and without the use of abbreviations. The decision of Tender Inviting Authority in this regard is final and binding on all the bidders.

5.11.5 There shall be no over-writing in the tender document and other papers. All the additions, alternations, deletions and cuttings should be initialed with Rubber-Stamp (or Seal) by the same person who signed the tender document failing so, the tender may be rejected.

5.12 Evaluation of BID

The Technical Evaluation / Purchase Committee constituted by Collector & DM shall evaluate the BID as under:

- (i) **Technical Bid:** The technical bid shall be scrutinized by the Technical Evaluation Committee formed for the purpose. The decision of the Technical Committee shall be final and binding on all the bidders.
- (ii) **Financial Bid:** The names of the technically qualified bidders after evaluation will be declared by the Committee Members and & Financial Bid of only the technically qualified bidders will be opened.
- (iii) **Financial Evaluation:** Manual evaluation shall be carried out by the Tender Inviting Authority (TIA) based on the quoted price in the Financial Format, after correction of arithmetic error, if any, prevailing rate of GST etc...and the evaluation criteria mentioned above to arrive at the lowest evaluated responsive bid.

5.13 Award of Contract, Signing of agreement and deposit of performance security

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

1. The selected bidder will have to enter into an agreement with the Tender Inviting Authority i.e. DEO cum DPC, SS, Mayurbhanj. The agreement duly filled in indicating the amount of "Performance Security" and signed by the supplier(s) with the attestation and common seal affixed with special adhesive stamp (Non-Judicial) not less than worth of Rs.10/- (Rupees Ten) only should be submitted within 07 days from the date of issue of supply order. The first page of the Agreement should be written on non-judicial stamp paper of Rs.10/- if stamp paper of Rs.10/- denomination is not available, a no. of small denomination may be used in that place.

2. The selected bidder shall have to submit **Performance Security Deposit of 5%** of the contract value in shape of Bank Draft / Bank Guarantee (BG)/FDR pledged in fav of District Project Coordinator,SSA, Mayurbhanj drawn on any Nationalized / scheduled bank in favour of District Project Coordinator,SSA, Mayurbhanj along with the agreement. In case of Bank Guarantee, the valid period shall be one years from the date of issue of supply order. The "Performance Security" may be forfeited partly or fully for failure to fulfill the terms and conditions of supply and obligation as mentioned in Contract Agreement. The Bank Guarantee if furnished towards performance security should be enforceable and payable at Baripada and should be as per **Annexure-D**.
3. The Authority reserves the right to modify any term in the bid document at the time of execution of agreement, if necessary.
4. If a special situation arises, where the lowest evaluated responsive bidder is not in a position to supply the full quantity required, the remaining quantity, as far as possible, be ordered on the next higher responsive bidder(s) at the rate offered by the lowest evaluated responsive bidder, after obtaining approval from the competent Authority on the specific recommendation of the respective purchase Committee.

5.14 Acceptance or Rejection of the Bids:

- (a) Collector & DM cum Chairman 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 bidders on account of such rejections.
- (b) Any bid with incomplete information is liable for rejection.

5.15 Delivery Schedule, installation & fitting:

- (a) The successful bidder is to deliver, install, at Schools(**Annex-C**) as per indent within 60 days from the date of issue of **PO**.
- (b) **PDI:** After delivery, installation at School point, the members from District Purchase/Technical Committee shall check the quality, installation & specifications. Basing on PDI report, payment will be released. If inferior quality found/not matching with specifications/sub-standard materials used, the entire Incinerator & Vending Machine delivered will be rejected & in such situations no payment will be made or as per Committee report part payment may be released. Proper visual documentation will be taken up during PDI.
- (c) The HM of Schools will receive consignment & make necessary stock entry of Incinerator & Vending Machine. The HM of Schools will supervise, monitor & co-ordinate the delivery & installation of Incinerator & Vending Machine, make records thereof for scrutiny by various Audit/Inspection authorities.

5.16 Extension of Delivery Period , Liquidation Damages, Force Majeure and Penalty:

- i. The original Delivery Period may be re-fixed by the Tender Inviting Authority (DEO cum DPC,SS, Mayurbhanj) without any Liquidated damages subject to Force Majeure conditions mentioned below and also on the ground/reasons of delay attributable to the Tender Inviting Authority.
- ii. **Liquidated Damages:** If the Supplier fails to deliver any or all of the items within the original/re-fixed delivery period(s) specified in the contract, the Tender Inviting Authority i.e DEO cum DPC, SS,, Mayurbhanj will be entitled to deduct/recover the Liquidated Damages for the delay, unless covered under Force Majeure conditions as mentioned below, @ 1% per week or part of the week of delayed period of the value of the quantity supplied after the original/re-fixed delivery period(s) as pre-estimated damages not exceeding 10% of the value of the quantity supplied after the original/re-fixed delivery period(s) without any controversy/dispute of any sort whatsoever.
- iii. **Force Majeure Conditions:**

If at any time during the continuance of the Contract agreement, the performance in whole or in part by either party of any obligation under this Contract shall be prevented or delayed by the reasons of any war, hostility, acts of the public enemy, epidemics, civil commotion, sabotage, fires, floods, explosion, quarantine restrictions, strikes, lockouts or act of God provided notice of happening of such event duly evidenced with documents is given by one party to the other within 10 days from the date of occurrence thereof, neither party shall be by reasons of such event, be entitled to terminate the Contract nor shall either party have any claim for damages against the other in respect of such non-performance or the delay in performance, and deliveries under the contract shall be resumed as soon as practicable after such event has come to an end or ceased to exist, and the decision of the Tender Inviting Authority i.e. DEO cum DPC, SS, Mayurbhanj as to whether the deliveries have been so resumed or not, shall be final and conclusive, Provided further that if the performance in whole or part of any obligation under this contract is prevented or delayed by reason of any such event for a period exceeding **10 days**, either party may at its option terminate the contract provided also that the Tender Inviting Authority shall be at liberty to take over from the Supplier at a price to be fixed by Tender Inviting Authority which shall be final, all unused, undamaged and accepted material, bought out components and Goods in course of manufacture in the possession of the Supplier at the time of such termination or such portion thereof as the Tender Inviting Authority may deem fit excepting such materials, bought out components and Goods as the Supplier may with the concurrence of the Tender Inviting Authority elect to retain.

- (v) Overall responsibility of the quality confirming the tendering specification shall rests with successful bidder. If the goods supplied are not fully in conformity to the required specification, TIA reserves the right to exercise its discretion to impose penalty such as price reduction/cancel order, forfeit of performance security, initiating of proceedings towards blacklisting of bidder etc... which will be binding on the supplier.

5.17 Payment Terms:

- (i) **On Delivery, Install & Fitting at Destination:** 100% of the supplied value basis on supply order shall be paid at within 60 days after receipt of the required reports / Papers/ documents as under.
- a. Challans with geo-tag photograph (2 nos) towards satisfactory completion of supply of full quantity to concerned HM as per supply order.
 - b. Receipt of "**Receive & Stock Entry Certificate**" from concerned HM of Schools.
 - c. On fulfillment of all other conditions of the agreement.
- (ii) Four self-inking carbon copies of the GSTIN invoice and challans with geo-tagged visual records duly sealed, signed and countersigned by the receiving Authorities at the School level as well as bank details for payment purpose.
- a. Complete supply of quantity as per supply order.
 - b. Outcome of post-delivery sample Evaluation (PDI) Report.
 - c. Four self-inking carbon copies of the GSTIN invoice as well as bank details for payment purpose.
- (iii) a. No advance payment shall be made, or no payment shall be entertained on negotiation through Bank.
- b. Deduction of tax at source shall be made at the appropriate rate as per prevailing law.
 - c. Authority reserves the right towards release of payment after obtaining approval & allotment of funds from appropriate Authority.

5.18 Bid validity period.

The BID shall remain valid for a period of **90 (Ninety Days)** from the date of opening of the Financial Bid. The authority reserves the rights to reject a proposal valid for a shorter period as non-responsive and will make the best efforts to finalize the selection process and award of the contract within the bid validity period. The bid validity period may be extended on mutual consent.

5.19 Amendments to BID terms ,conditions and issue of Corrigendum/addendum:

- (i) Seven days before the last date of submission of Bids, authority may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, modify the Bidding Documents by amendment/corrigendum.
- (ii) The amendment in shape of corrigendum/addendum will be notified on the above websites and the prospective bidders are requested to take cognizance of such notification/s while submitting their tender proposal.

- (iii) In order to allow prospective Bidders reasonable time in which to take the amendment into account in preparing their bid, authority may, at its discretion, extend the deadline for the submission of bids.
- 5.20** "Legal Status" of a bidder shall mean either proprietorship or partnership or private / public limited company or otherwise (to be specified), as the case may be.
- 5.21** Submission of more than one competitive bid by the same firm in response to the tender call notice is prohibited. In such case, the bids will not be considered.
- 5.22** The bidder 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 while uploading.
- 5.23** 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.
- 5.24** Entire tender document, duly filled in, shall be treated as part of the contract agreement for supplies in case of the successful bidders and shall be submitted in original.
- 5.25** The Authority reserves the right to modify any term in the bid document at the time of execution of contract, if felt necessary.
- 5.26** Any objection / suggestion / complaint by any bidder with regard to tender shall be intimated in writing in respective letter head to the tender inviting authority. The Chairman / Members of Technical / Purchase Committee would not entertain any correspondence / discussion in the above matter.

5.27 Resolution of Disputes:

- (a) Any dispute between the Tender Inviting Authority (DEO cum DPC, SS , Mayurbhanj) and the successful bidder 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. Collector & Chairman, Mayurbhanj is the Conciliation Chairman. The arbitration proceeding shall be as per the provisions of the Arbitration and Conciliation Act 1996 of India.

5.28 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/HC Cuttack.
- (c) Prior notice shall be given to DEO cum DPC, SS , Mayurbhanj in writing in their respective letter heads signed only by the designated signatories as in contract agreement all proceedings related to the Contract. Arbitration shall be invoked as a pre-condition before approaching courts and tribunals.

Section – 6 Technical Specifications

Good Quality & Top Brand Incinerator & Vending Machines must have the following minimum specifications
Incinerator – Capacity – 100 to 150 pad burning per day

1. Incinerator with Smoke control unit
2. Wall Mountable
3. Fully Automatic operated
4. Power Supply 180 to 230V AC
5. Front Feed
6. 20-25 pads per burning cycle
7. Burning Cycle time: 25-35 minutes
8. Burning cycle auto start & auto off
9. Gross weight: 15 to 20 KG
10. Material: Mild Steel, 1.2 mm CRCA
11. Dimension of Machine: L 250 to 300mm, B 250 to 300mm, H 500 to 600 mm
12. Chamber Size: 160mm x 160mm x 160mm
13. Smoke Control unit: 200mm x 200mm x 200mm with carbon filter & exhaust pipe
14. Insulation type: Thermal Ceramic sheet /Board – 50 mm
15. Heater : Ceramic Heater with SS 304 dual covering
16. Lock: Magnet/Latch lock
17. Door: Auto close mechanism
18. Burning temperature: 800^oC
19. Heater Wattage: 1000 to 1250 watt
20. Warranty : 2 years on site
21. Electrical Safety: Protected from Current leakages & high voltage
22. MCB, LED display, Timer & ISO certificates
23. Certificates of occupational Health & Safety, (OH&S), GMP, CE etc

A) **Vending Machine** – Capacity – 50 or more pad

1. Automatic /Manual operated
2. Wall Mountable
3. Power Supply 180 to 230V AC
4. Material: Mild Steel 1.2m CRCA
5. Storing capacity 50 or more pads to be loaded
6. Weight: 15 to 20 KG
7. Dimension: L 600 to 800, B 150 to 200, H 450 to 600 mm Coin operated
8. Electrical Safety: Protected from shock & over voltage protection
9. Safety & hygiene: Protection from insects, dust, water & anti bacterial with anti fungal cabinet
10. Warranty : 2 years on site
11. LED display & Battery back up, Charger & lock
12. ISO certificates

Section – 7 A

(Part – I)

Technical/Commercial Bid Format

All relevant Documents, Annexures required as described terms & conditions (Technical/Commercial & General) must enclose alongwith this format:

1. Details of the Applicant:

Name & Address of Manufacturers & OEM/MSEs/Supplier with contact No.	GST No & GST deposited up to.	PAN no.	Regd/OEM/Auth Certificates No

2. Details of Tender Application Fees & EMD Money etc.:

Details of Tender Application Money	Details of EMD Money	Brand Quoted	Similar Work Experience in any School/PSU/Corporates (attach Order copy)

3. Bidders Credentials:

Last 3 years avg. turnover	Audited B/S,P/L,-3 yr	IT Return-3 yr	GST (GSTR-3B and GSTR-1)	Sample deposited & selected by Committee

4. Enclosures:-

Documents			

Declarations:- I, Sri/Smt.....Proprietor/Director/ Partner of.....declare that I have read the tender documents thoroughly & I have agreed to supply with the terms & conditions of this tender notice. If any documents enclosed herewith found false/fabricated at any time, my candidature will be liable for rejection & no right to participate in the tender process & my EMD will be forfeited.

Date:.....

Place:.....

Seal & Signature of the Bidder

Remarks: For Official Use only:.....

Signature of Tender Committee Members

Section – 7 B

**(Part – II)
Financial Bid Format**

1. Details of the Applicant:

Name & Address of Bidders & OEM/MSEs/Supplier/Auth Dealers with contact No.	
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2. Rate Quoted.: INR(per Lab all equipments)

Items	Base Rate	GST	Total Cost	In words
Top Quality & Branded Incinerator				
Top Quality & Branded Vending Machine				

(no over writing/correction fluid to be used)

Declarations:- I, Sri/Smt.....Proprietor/Director/ Partner of.....declare that I have read the tender documents thoroughly & I have agreed to supply with the terms & conditions of this tender notice. If any documents enclosed herewith found false/fabricated at any time, my candidature will be liable for rejection & no right to participate in the tender process & my EMD will be forfeited.

Date:.....

Place:.....

Seal & Signature of the Bidder

Annexure-B

PROFORMA FOR SUBMISSION OF AFFIDAVIT IN RUPEES OF TEN OF INDIA NON- JUDICIAL STAMP PAPER BY THE BIDDERS FOR DECLARATION. (**Affidavit** before Executive Magistrate / Notary Public)

I / Wehaving my / our office at.....do declare that I / We have carefully read all the terms & conditions of bid floated by DEO, Mayurbhanj, Odisha for the supply of Incinerators & Vending Machine to 1023 Schools and abide by them. I will abide with all the terms & conditions set forth in the **Bid document Reference no.**_____ **dated**_____ along with the subsequent amendment, if any.

I / We agree that the Tender Inviting Authority(DEO, Mayurbhanj) can forfeit the Earnest Money Deposit, Performance Security Deposit and blacklist our entity for a period of **02 (two)** years if any information furnished by us is found to be false at the time of inspection / verification and not complying with the Bid terms & conditions. In case I/We are de- recognized / black listed / banned / by any State Govt. / Union Territory / Govt. of India / Govt. Organization / Govt. Institutions / PSUs / Government autonomous body, Society / DEO, MAYURBHANJ and or convicted by any court of law **on and from the date of floating of the tender**, I/We undertake to inform the same to DEO, MAYURBHANJ.

I/we also under take that, I/we are not involved in any unfair / fraudulent practice.

I/we_____do hereby undertake that the samples provided by our firm for technical evaluation is in conformity with the tendering specification and non-toxic as set forth in the Bid document vide Bid Reference no._____dated _____along with the subsequent amendment, if any.

I / Wedo hereby declare that I / We will supply the Incinerators & Vending Machines to 1023 Schools as per the terms, conditions & specifications of the bid document.

Identified

Advocate

(With Seal Stamp)

Deponent:

Name & Address:

The above named deponent being

identified by Shri _____

Advocate_____solemnly affirm and states before me that the contents of this affidavit are true to the best of his knowledge.

Dt.Executive Magistrate/Notary: (With Seal Stamp)

PERFORMANCE BANK GUARANTEE
FORMAT

To

The DEO, MAYURBHANJ

WHEREAS..... (Name and address of the supplier) (hereinafter called "the supplier") has undertaken, in pursuance of contract no..... dated.....to supply Incinerator & Vending Machines to 1023 Schools (description of goods & services) (herein after called "the contract").

AND WHEREAS it has been stipulated by DEO cum DPC, SS, MAYURBHANJ 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 supplier, 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 supplier 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 therein.

We hereby waive the necessity of your demanding the said debt from the supplier 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 supplier 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..... , 20_____

Our _____ branch at _____, _____, Odisha (Name & Address of the _____*branch) 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