



ZILLA PARISHAD, MAYURBHANJ
PANCHAYATI RAJ & DRINKING WATER DEPARTMENT, GOVERNMENT OF ODISHA
Baripada, Murgabadi, Mayurbhanj - 757002
ori-dmayurbhanj@nic.in

**TENDER DOCUMENT
FOR
SUPPLY & INSTALLATION OF WOODEN WALL UNIT FOR STORING OF
VEGETABLES & COOKING UTENSILS IN THE KITCHENS OF AWCs IN
MAYURBHANJ DISTRICT**

Tender Call Notice no : 4191 dated. 05/06/2025
Closing Date. : 02/07/2025 up to 01:00PM
Receive of Tender : 02/07/2025 up to 01:00PM
Tender Opening Date. : 03/07/2025 at 11:00AM
Venue : GRAMSAT Hall, O/o Zilla Parishad, Mayurbhanj

CONTENTS OF THE BID DOCUMENT

Sl. No.	Description of contents	Page Number
1.	Notice Inviting Tender/Tender Call Notice	1
2.	Request for Proposal & Disclaimer	2-3
3.	Section - 1 : Information to the Bidder	4
4.	Section - 2 : General Definition & Scope of Contract	5
5.	Section - 3 : Bid Schedule.	6
6.	Section - 4 : Special Conditions of Contract.	7
7.	Section - 5 : General Conditions of Contract.	8-17
8.	Section - 6 : Technical Specifications	18
9.	Section - 6 (A) : Format for Specification of Product	19
10.	Section - 7 (A) : Format for Technical Bid.	20
11.	Section - 7 (B) : Format for Financial Bid.	21
12.	Section - 8 : Annexure A (Affidavit), B (Indent) & C (Bank Guarantee)	22-24

ZILLA PARISHAD, MAYURBHANJ

BARIPADA - 757001 - ODISHA

E-Mail: ori-dmayurbhanj@nic.in

Ph. No: 06792-260318, Fax - 260487

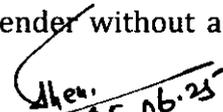
No.....4191..... Date: 05/06/2025

TENDER CALL NOTICE

Supply & Installation of Wooden Wall Unit for Storing of Vegetables & Cooking Utensils in the Kitchens of AWCs in Mayurbhanj District

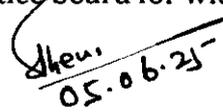
Sealed tenders are invited in 2-parts (Tech/Commercial Bid & Financial Bid) in the prescribed application from the intending **Odisha Small Manufacturing Enterprises (OSMEs)** having valid **UDYAM registration certificate** for **Supply & Installation of Wooden Wall Unit for Storing of Vegetables & Cooking Utensils in the 2297nos. of Kitchens of AWCs in Mayurbhanj District**. The tender paper containing detailed specifications with terms and conditions can be obtained from the web site www.mayurbhanj.odisha.gov.in. The tender will be received up to 01:00 PM of Dt...02/07/2025... and Part-I (Tech /Commercial Bid) will be opened on Dt...03/07/2025... at 11:00 AM in the presence of the bidders or their authorized representatives at **Gramsat Hall of Zilla Parishad, Mayurbhanj**.

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


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

Memo No: 4192 /ZP; Date: 05 / 06 /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**

REQUEST FOR PROPOSAL

Selection of Agency for "Supply & Installation of Wooden Wall Unit for Storing of Vegetables & Cooking Utensils in the 2297nos. of Kitchens of AWCs in Mayurbhanj District".

Zilla Parishad, Mayurbhanj invites proposal from the eligible bidders for "**Supply & Installation of Wooden Wall Unit for Storing of Vegetables & Cooking Utensils in the 2297nos. of Kitchens of AWCs in Mayurbhanj District**" through Intra-State Tender amongst OSMEs. The list of 2297 AWCs is given in Indent at Annexure-B.

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

Sl. No.	Particulars	Date and time
1	Date for release of Bid <u>05/06/2025</u>
2	Date & time of hoisting bid submission in web site <u>05/06/2025</u> 11:00 AM
3	Date & time for opening of Technical Bid <u>03/07/2025</u> at 11:00 AM
4	Date for Evaluation of Bid through QCBS	The eligible bidders shall participate in QCBS evaluation process in the same day.
5	Submission of Sample for Evaluation	By <u>02/07/2025</u> 01:00PM At Zilla Parishad, Mayurbhanj

The proposal complete in all respect must be submitted through **Registered/Speed Post** only latest by ... 02/07/2025 ... **upto 01:00PM**. The Addendum/Corrigendum if any will be hoisted in the website www.mayurbhanj.odisha.gov.in only. The authority reserves the right to reject any/all proposals without assigning any reason thereof.

Contact Officer:
Chief Development Officer-cum-EO, ZP, Mayurbhanj
At: Baripada -757002
Email: ori-dmayurbhanj@nic.in
Phone: 06792-260318

DISCLAIMER

The Intra-State Tender is issued by CDO-cum-EO, ZP, Mayurbhanj for selection of Agency towards **"Supply & Installation of Wooden Wall Unit for Storing of Vegetables & Cooking Utensils in the 2297nos. of Kitchens of AWCs in Mayurbhanj District"**. 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 PR & DW 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 CDO-cum-EO, ZP, Mayurbhanj. It does not claim to contain all the information that the recipient may require for the purpose 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.

CDO-cum-EO, Zilla Parishad, Mayurbhanj shall be the sole and final Authority in respect to selection of a bidder through this tender.

S/Hev.
05.06.25-

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

SECTION: 1

INFORMATION TO THE BIDDERS

- 1.1 The Chief Development Officer-cum-EO, Zilla Parishad, Mayurbhanj invites Intra-State Tender from the eligible OSMEs bidders for “**Supply & Installation of Wooden Wall Unit for Storing of Vegetables & Cooking Utensils in the 2297nos. of Kitchens of AWCs in Mayurbhanj District**” in the Year 2025-26.
- 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** : Technical Specification.
 - h. **Section -7 (A) & (B)** : Part-I Technical Bid formats & Part-II Financial Bid Format
 - i. **Section - 8** : Annexures.
- 1.3 The bid/tender document published by the Bid Inviting Officer (CDO-cum-EO, Zilla Parishad, Mayurbhanj as Procurement Officer - Publisher) in the open procurement portal www.mayurbhanj.odisha.gov.in will appear in the “Tenders”. The Bidders/Users can download the Bid/Tender documents from the web sites www.mayurbhanj.odisha.gov.in and submit it through **Speed post/ Regd. Post** upto **01:00 PM of ...02/07/2025** 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- 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 CDO-cum-EO means Chief Development Officer-cum-Executive Officer, Addl. EO (Admn.) means Additional Executive Officer (Administration), ZP means Zilla Parishad.
- 2.1.2 Bid / Tender Inviting Authority is the CDO-cum-EO, ZP, Mayurbhanj as per order of Collector-cum-CEO, ZP, Mayurbhanj under Govt. of Odisha.
- 2.1.3 *Tender Committee, Financial Evaluation Committee & Technical Evaluation Committee* are Committees authorized by the Collector & District Magistrate, Mayurbhanj, CDO-cum-EO, ZP as Chairperson, Addl. EO (Admn.), ZP as Member Convener and others 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 **"Supply & Installation of Wooden Wall Unit for Storing of Vegetables & Cooking Utensils in the 2297nos. of Kitchens of AWCs in Mayurbhanj District"** to be supplied to the AWCs for Mayurbhanj district of the State of Odisha.

- 2.2.1 The bidders cannot withdraw their bid after opening of technical bid, within the minimum bid **validity period of 180 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 the agreement will lead to the 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	CDO-cum-EO, ZP, Mayurbhanj
2	Method of Selection	Quality & Cost Based Selection (QCBS)
3	Availability of Tender Document	From Date <u>05/06/2025</u> Downloadable from website: www.mayurbhanj.odisha.gov.in
4	Publishing Tender Notice in News paper	Published by the Director Information & Public Relation Deptt., Bhubaneswar in two leading Odia and one leading English News Paper.
5	Last Date and Time for receipt of sealed tender	<u>02/07/2025</u> up to 01:00PM
6	Submission of Sample for Evaluation	<u>02/07/2025</u> up to 01:00PM at Zilla Parishad, Mayurbhanj
8	Place of Opening of Technical Bid	Gramsat Hall, Zilla Parishad, Mayurbhanj Baripada, Murgabadi Golei - 757002
9	Declaration of Bidders eligible in Technical Bid	On spot declaration by the Committee
10	Date for Evaluation of Bid through QCBS	The eligible bidders shall participate in QCBS evaluation process in the same day.
11	Date of Completion of supply & installation	Within 180 days of issue of PO (Purchase Order)
12	Contact Officer	CDO-cum-EO, ZP, Mayurbhanj Telephone No:- 06792-260318, ori-dmayurbhanj@nic.in
13	Currency of the bid/tender	The bidder should quote the price in Indian Currency only.
14	Validity of the bid	Proposals / bids following submission shall remain valid for a minimum period of 180 days. However, the Tender Inviting Authority (TIA) may extend the period of validity in case of exigency, with mutual consent.
15	Consortium/Sub-Contract	Consortium or sub-contract is strictly prohibited.
16	Bid submission	To be submitted through Registered Post/Speed Post only addressed to The Chief Development Officer-cum-EO, Zilla Parishad, Mayurbhanj at Murgabadi, In front of RTO Office, Baripada, Mayurbhanj -757002 Superscribing on top of the envelop "Supply & Installation of Wooden Wall Unit for Storing of Vegetables & Cooking Utensils in the 2297nos. of Kitchens of AWCs in Mayurbhanj District"

SECTION: 4

SPECIAL CONDITIONS OF CONTRACT

4.1 Time Limits Prescribed

Sl. No.	Activity	Time Limit
4.1.1	Delivery period	At the Kitchens of the AWCs within 180 days from the date of issue of Purchase Order from CDO-cum-EO, ZP Mayurbhanj. For detail Please refer to Clause no. 5.15 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 5.17 of General Condition of Contract.

4.2 Eligibility / Pre-Qualification criteria:

- 4.2.1 An intra-State Tender is invited from the intending **Odisha Small Manufacturing Enterprises (OSMEs)** who have a valid **UDYAM registration certificate**.
- 4.2.2 The bidders must have valid registration under Goods and Services Tax (GSTIN), Income Tax (PAN).
- 4.2.3 The bidders must have the latest GST returns (GSTR-3B and GSTR-1).
- 4.2.4 Income Tax Return of the last 03 years or since incorporation.
- 4.2.5 Audited Balance Sheet, P/L Account and Trading Account for the last 03 financial years or since incorporation
- 4.2.6 Production Certificate
- 4.2.7 The bidder shall have to provide a minimum of 03 years' comprehensive on-site warrantee.
- 4.2.8 Performance security shall be collected from the selected bidder/s at a concessional rate.
- 4.2.9 Start-up companies or business entities, registered with Start-up Odisha working in Odisha in the Manufacturing sector and having total investment in Plant & Machinery upto Rs.10 Crore and annual Turnover upto Rs.50.00Crore shall also be treated as OSMEs.
- 4.2.10 An OSME must have a valid Udyam Registration Number (URN) and must submit an undertaking in shape of affidavit in **Annexure - A as per Notification No - 566/MSME; dt: 24-01-2024** at the time of bidding.
- 4.2.11 The bidder who has been blacklisted / debarred / banned by any State Govt. / UT / Central Govt./Govt. organization / Govt. Institution / PSU / Govt. or convicted by any court of law due to (a) Service or quality supplied (b) submission of fake or forged documents (c) submission of incorrect information/ suppression of vital information and facts / misrepresentation of quality certificates (d) non-performance or non-supply, cannot participate in the tender during the period of blacklisting / debarment / banned.
- 4.2.12 The bidder must submit declaration in prescribed format in shape of an affidavit before Executive Magistrate / Notary Public as per **Annexure-A**.
- 4.2.13 The bidders other than the OSMEs applied for this Tender are outrightly Rejected.

SECTION: 5

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 and 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.odisha.gov.in for downloading.
- 5.1.3 The documents shall be submitted through **Speed Post/Registered Post only Superscribing on top of the envelop "Supply & Installation of Wooden Wall Unit for Storing of Vegetables & Cooking Utensils in the 2297nos. of Kitchens of AWCs in Mayurbhanj District". If not, then the bid document shall be outrightly Rejected.**

5.2 Quantity Required:

At present the total quantity required is for **2297nos. of Kitchens of AWCs in Mayurbhanj District**. Actual indent will be +/- 25%. Block wise indent is attached at **Annexure-B**. The quantity may increase/decrease as per need which will be communicated in the Supply order.

5.3 Specification of the Wooden Wall Unit is provided in Section-6 of the BID document.

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

- 5.4.1 The bidder shall examine all instructions, forms, terms and specifications contained in the Bid Document and verify all the contents mentioned in the 'Bid Document'.
- 5.4.2 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.

5.5 Guidelines for Preparation of Bid:

- 5.5.1 The Bidder shall bear all costs associated with the preparation and submission of its bid and the CDO-cum-EO, Zilla Parishad, 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.
- 5.5.2 **In the event of documentary proof as required not being 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.
- 5.5.3 An offer submitted in vague / ambiguous financial terms shall be termed as non-responsive and shall be summarily rejected.
- 5.5.4 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.mayurbhanj.odisha.gov.in). However, it shall be the duty of the prospective bidder to ensure that the clarifications sought for have been properly received in time by the Tender Inviting Authority.
- 5.5.5 Any clarification on the Tender procedure shall be obtained from CDO-cum-EO, ZP, Mayurbhanj.

5.6 Submission of Bid:

5.6.1 The bids are to be submitted in two parts i.e. Technical/Commercial Bid & Financial Bid i.e Part-I as Technical/Commercial Bid and Part-II as Financial Bid. So, the main envelope contains two envelopes i.e. Part-I as Technical/Commercial Bid and Part-II as Financial Bid. On top of the envelope, it must be superscribed in bold letter as "**Part-I Technical/Commercial Bid**" "**Part-II Financial Bid**". Main envelope superscribed as "**Supply & Installation of Wooden Wall Unit for Storing of Vegetables & Cooking Utensils in the 2297nos. of Kitchens of AWCs in Mayurbhanj District**". **If not, then the bid document shall be outrightly Rejected.**

5.6.2 Submission of Technical/Commercial Bid:

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

- Copy of manufacturing license from Appropriate Authority of Government.
- Copy of GST Registration Certificate.
- Copy of GST Return (GSTR-3B & GSTR-1) filed for the last Tax period.
- Copy of the PAN
- Income Tax Return of the last 03 years
- Production Certificate
- Audited Balance Sheet, P/L Account and Trading Account for the last 03 financial years
- Declaration in prescribed format (**Annexure-A**) in shape of an affidavit before Executive Magistrate / Notary Public.
- Check list as in **Section-7 A**.
- All the above documents should be submitted with seal & signature of the bidder.

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

5.6.3 Submission of Financial Bid:

- **PART II as FINANCIAL BID** (in the required Format) shall be submitted **separately**. Multiple Financial bids submitted by the same bidder shall lead to rejection of all bids of that bidder.
- A bid submitted with an adjustable/variable price quotation will be treated as non - responsive and liable for rejection.
- Prices quoted by the Bidder shall be fixed during the period of the contract and not subject to variation on any account.
- Price offered shall be in Indian rupees and there shall also be no hidden costs.
- The price quoted shall be **at the respective AWC Point** which means that prices shall include the cost of delivery, Installation at destination (**list at Annexure - B**). All the transit risks shall be the responsibility of the supplier.
- Bidder shall quote prices in all necessary fields in the available format. The price shall be entered into separately in the following manner:
- **Base Price:** Base price is inclusive of all other taxes, charges, levies, duties, cost of packing, transportation up to delivery points etc. except GST as applicable.
- **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.
- Bidder cannot alter / modify the financial bid / BOQ format, if so, its bid is liable for rejection.
- 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.
- No bidder shall be allowed at any time on any ground, whatsoever it may be to claim revision or modification of the rates quoted by him. Representation to make corrections in the tender documents on the grounds 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.

5.6.4 Performance Security of Bid Submission:

After final selection of the bidder, the bidder is required to deposit the Security Money as calculated, i.e. 2.5% of order value.

5.6.5 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.

5.6.6 The Bidder can withdraw its bid before the closure date and time of receipt of the bid by writing a letter addressing to the CDO-cum-EO, Zilla Parishad, 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.

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

5.7 Opening of the Technical and Financial Bid.

5.7.1 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 the technical bid evaluation as well as qualified in demonstration of the product. The date of opening of the financial bid shall be informed in advance of the qualified bidder/s.

5.7.2 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.

5.7.3 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.

5.7.4 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 the Tender Inviting Authority in this regard is final and binding on all the bidders.

5.7.5 There shall be no overwriting 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.

5.8 Evaluation of BID

Proposals for this Tender will be assessed in accordance with Quality and Cost-based Selection (QCBS) system. All bids will primarily be evaluated based on eligibility criteria. The Tender Committee will carry out a detailed evaluation of the Technical Proposals, only those who qualify all eligibility criteria by considering the following factors:

- **Eligibility Criteria:**

- Manufacturing license from Appropriate Authority of Government.
- GST Registration Certificate.
- GST Return (GSTR-3B & GSTR-1) filed for the last Tax period.
- PAN
- Income Tax Return of the last 03 years or since incorporation.
- Audited Balance Sheet, P/L Account and Trading Account for the last 03 financial years or since incorporation.
- Production Certificate
- Declaration in prescribed format (**Annexure-A**) in shape of an affidavit before Executive Magistrate / Notary Public.
- Tender documents to be submitted with seal & signature of the bidder for a line of Confirmation of the Terms & Condition of the Bid.

Bidders satisfying all the eligibility criteria would be considered for technical evaluation. Bidders qualifying in the technical evaluation will only be considered for further financial bid evaluation. Bids of Tenders which don't possess the minimum specified documents will be considered technically non-responsive and hence debarred from being considered for further evaluation.

TECHNICAL & FINANCIAL EVALUATION:

Under QCBS selection, the technical proposals will be allotted weightage of 70% (Seventy percent) while the financial proposals will be allotted weightages of 30% (Thirty percent). Proposal with the lowest cost will be given a financial score of 100 (Hundred) and other proposals given financial scores that are inversely proportional to their prices w.r.t. the lowest offer. Similarly, proposals with the highest technical marks (as allotted by the evaluation committee) shall be given a score of 100 (Hundred) and other proposals be given technical score that are proportional to their marks w.r.t. the highest technical marks. The total score, both technical and financial, shall be obtained by weighing the quality and cost scores and adding them up. Based on the combined weighted score for quality and cost, the bidder shall be ranked in terms of the total score obtained. The proposal obtaining the highest total combined score in evaluation of quality and cost will be ranked as H-1 followed by the proposals securing lesser marks as H-2, H-3 etc. The proposal securing the highest combined marks and ranked H-1 shall be recommended for award of contract. In the event of two or more bids having the same score in final ranking, the bid with the highest technical score will be H-1.

Bidders need to score a minimum of 70 Marks out of 100 marks for qualifying in Technical Evaluation. The bidders who score more than 70 Marks in Technical Evaluation, will qualify for Financial Bid. Details of Technical Evaluation will be done on the following criteria:

CRITERIA	MAX MARKS
Existence of the Firm since inception 0 - <5 years- 05 Marks 5 years and above - 10 Marks	10
Financial strength of the bidder (Annual Turnover) ₹ 30.00 Lakhs to ₹1.00 Crore – 3 Marks Above ₹1.00 Crore up to ₹ 3.00 crore – 05 Marks Above ₹3.00 Crore – 10 Marks	10
Experience of the Bidders (Technical Capabilities) during the last 03 Financial years with State Govt. / UT / Central Govt. / Govt. organization / Govt. Institution / PSU Assignments (10.00Lakhs - <50.00Lakhs) – 05 Marks Assignments (50.00Lakhs & more) – 10 Marks	10
ISO 9001:2015 and ISO 14001:2015	05
Trademark Certificate	05
Pollution Clearance Certificate	05
ZED (Zero Defect Zero Effect) Certificate	05
Quality of the Product as per Specification	30
Demonstration of the Product	20
Total	100

Opening of Financial Bid:

The financial proposals of the qualified bidders shall be opened.

Financial Score: The lowest financial proposal will be given a financial score of 100 points.

An evaluated Bid Score will be calculated for each responsive bid using the following formula.

Technical Score (TS) = $T / T_{high} \times 100$	
Financial Score (FS) = $F_{low} / F \times 100$	
Where,	
T =	Technical Score awarded to the Bid
T _{high} =	Highest Technical Score achieved by the bid among all responsive bid
F =	Price quoted by the bidder
F _{low} =	Lowest price quoted by the bidder among all responsive bid

Combined & Final Evaluation:

$$\text{Combined Evaluation (CE)} = (\text{TS} \times 70\%) + (\text{FS} \times 30\%)$$

80

5.9 Award of Contract, Signing of Agreement and deposit of Performance Security

The proposal securing the highest combined marks and ranked H-1 shall be recommended for award of contract. In the event of two or more bids having the same score in final ranking, the bid with the highest technical score will be H-1.

1. The selected bidder will have to enter into an **agreement with CDO-cum-EO, Zilla Parishad, 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.100/- (Rupees Hundred) 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.100/- if stamp paper of Rs.100/- denomination is not available, a number of small denominations may be used in that place.
2. The selected bidder shall have to submit **Performance Security deposit of 2.5%** of the contract value in shape of Bank Draft / Bank Guarantee (BG) drawn on any Nationalized / scheduled bank in **favour of the CDO-cum-EO, ZP, Mayurbhanj for 2297 nos. of AWCs along with the Agreement**. In the case of Bank Guarantee, the valid period shall be one year 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-C**.
3. The Authority reserves the right to modify any term in the bid document at the time of execution of the 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.

5.10 Acceptance or Rejection of the Bids:

- (a) CDO-cum-EO, ZP, Mayurbhanj 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.**

5.11 Delivery Schedule & installation:

- (a) The successful bidder is to deliver and install at Kitchens of the AWCs (**Annexure-B**) as per indent within 180 days from the date of issue of **Purchase Order** by the CDO-cum-EO, ZP, Mayurbhanj for **2297 nos.** of AWCs.

PDI: After Delivery and Installation of Wooden Wall Unit in the Kitchens of AWCs in Mayurbhanj District the following Standard Operational Procedure should be followed strictly.

- I. Pre and Post Execution Geo-Tagged Photograph of Kitchen (from inside) in presence of AWW;**
- II. Work Completion / installation certificate duly signed by the concerned AWW and JE/AE of the GP / Municipality / NAC;**
- III. The overall Work Completion Certificate must be verified & countersigned by the concerned BDOs/EOs of ULBs.**

- (b) Based on PDI report, payment will be released. If inferior quality supply is found/not matching with specifications/sub-standard materials are used, the entire purchased items will be rejected & in such situations no payment will be made or as per the Committee report, part payment may be released. Proper visual documentation will be taken up during PDI.

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

- i. The original Delivery Period may be re-fixed by the CDO-cum-EO, ZP, Mayurbhanj for **2297 nos.** of AWCs 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 Authority i.e. the CDO-cum-EO, ZP, Mayurbhanj for **2297 nos.** of AWCs 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 Authority i.e. the CDO-cum-EO, ZP, Mayurbhanj for 2297 nos. of AWCs 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 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.

- (iv) 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, Authority i.e. the CDO-cum-EO, ZP, Mayurbhanj for 2297 nos. of AWCs reserves the right to exercise their 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.

5.13 Payment Terms:

- (i) **Delivery and Installation at Destination: The payment will be released in 03 phases i.e. 30% - 40% - 30% of the overall work order value within 30 days after receipt of the required reports / Papers/ documents as under.**
- a. Pre and Post Execution Geo-Tagged Photograph of Kitchen (from inside) in presence of AWW;
 - b. Work Completion / installation certificate duly signed by the concerned AWW and JE/AE of the GP / Municipality / NAC;
 - c. The overall Work Completion Certificate must be verified & countersigned by the concerned BDOs/EOs of ULBs.
 - d. On fulfillment of all other conditions of the agreement.
 - e. Two self-inking carbon copies of the GSTIN invoice as well as bank account details.
 - f. Any other documents as and when required by the payment authority.
 - g. If inferior quality supply is found/not matching with specifications/sub-standard materials are used, the entire purchased items will be rejected & in such situations no payment will be made or as per the Committee report, part payment may be released.
- (ii) a. **No advance payment** shall be made, or no payment shall be entertained on negotiation through Bank.
- b. The deduction of tax at source shall be made at the appropriate rate as per the prevailing law.
 - c. The authority reserves the right towards the release of the payment after obtaining approval & allotment of funds from the appropriate Authority.

(iii) **Payment Authority:**

5.14 The CDO-cum-EO, ZP, Mayurbhanj is entitled for release of payment for **Supply & Installation of Wooden Wall Unit for Storing of Vegetables & Cooking Utensils in the 2297nos. of Kitchens of AWCs in Mayurbhanj District.**

5.15 Bid validity period:

The BID shall remain valid for a period of **180 (One Eighty Days)** from the date of opening of the Financial Bid. The authority reserves the right 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.

5.16 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.

5.17 "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.

5.18 Submission of more than one competitive bid by the same firm in response to the tender call notice is prohibited. In such cases, the bids will not be considered.

5.19 The bidder may use separate pieces 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.

5.20 All the information uploaded & submitted or supplied in the formats of this tender document shall be presumed to be true to the best of knowledge of the bidder.

5.21 Entire tender document, duly filled in, shall be treated as part of the contract agreement for supplies in case of successful bidder/s and shall be submitted in the original.

5.22 The Authority reserves the right to modify any term in the bid document at the time of execution of contract, if felt necessary.

5.23 Any objection / suggestion / complaint by any bidder regarding 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.

5.24 Resolution of Disputes:

- (a) Any dispute between the Tender Inviting Authority (CDO-cum-EO, ZP, 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. The Collector & District Magistrate, Mayurbhanj, is the Conciliation Chairman. The arbitration proceeding shall be as per the provisions of the Arbitration and Conciliation Act 1996 of India.

5.25 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/High Court of Odisha, Cuttack.
- (c) Prior notice shall be given to the CDO-cum-EO, ZP, Mayurbhanj for **2297 nos. of AWCs** in writing in their respective letter heads signed only by the designated signatories as in contract agreement for all proceedings related to the Contract. Arbitration shall be invoked as a pre-condition before approaching courts and tribunals.

Allex
05.06.25

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

Section - 6

SPECIFICATION FOR WOODEN WALL UNIT FOR STORING OF VEGETABLES & COOKING UTENSILS IN THE KITCHENS OF AWCs including TRANSPORTATION & INSTALLATION CHARGES

Sl. No.	Type of Specification	Details
1	Size	Total Length - 36inch. Total Depth - 18inch. Total Height - 72inch.
2	Frame	The frame of the unit must be made of High-Quality Engineered Wood, i.e. HDHMR Board with Pre-laminate (Make: Action Tesa / Century / Green Ply) for strength and durability. The board should be waterproof. Thickness of the board must be 18 mm.
3	Shelves	The shelves inside the unit must be 04Nos and will be made from the same material as the frame i.e. 18mm thickness board. They must be designed to be adjustable, allowing to customize the storage space according to the needs.
4	Doors & Panels	The doors & front panels of the unit must be made from the same material & same thickness as the frame. The back panel must be of the same material as frame and thickness should be minimum 12mm. Doors must be fitted with auto hinges.
5	Finishes	The unit must be finished with good quality Matt / Gloss finish pre-laminates to enhance the aesthetics and provide protection against moisture and stains.
6	Additional Features	The overall unit must have detachable facility. The overall frame should be slightly elevated from the ground level with 3-4th to 1inch buffer.
7	Accessories	Thali basket / Vegetable basket made of Stainless Steel. Must have Commodity / Utensils drawer. (Minimum 02 Nos. at the Bottom Section)
8	Accessories Hardware	The Hardware components must be made from durable material such as High-Quality alloys to ensure smooth operation and longevity.
9	Warranty	Minimum 03 years

Section - 6 (A)

**FORMAT FOR CONFIRMATION OF SPECIFICATION FOR WOODEN WALL UNIT FOR STORING OF
VEGETABLES & COOKING UTENSILS IN THE KITCHENS OF AWCs**

Sl. No.	Type of Specification	Details as per Bid	Specification provided by the Bidder (in Details)
1	Size	Total Length - 36inch. Total Depth - 18inch. Total Height - 72inch.	
2	Frame	The frame of the unit must be made of High-Quality Engineered Wood, i.e. HDHMR Board with Pre-laminate (Make: Action Tesa / Century / Green Ply) for strength and durability. The board should be waterproof. Thickness of the board must be 18 mm.	
3	Shelves	The shelves inside the unit must be 04Nos and will be made from the same material as the frame i.e. 18mm thickness board. They must be designed to be adjustable, allowing to customize the storage space according to the needs.	
4	Doors & Panels	The doors & front panels of the unit must be made from the same material & same thickness as the frame. The back panel must be of the same material as frame and thickness should be minimum 12mm. Doors must be fitted with auto hinges.	
5	Finishes	The unit must be finished with good quality Matt / Gloss finish pre-laminates to enhance the aesthetics and provide protection against moisture and stains.	
6	Additional Features	The overall unit must have detachable facility. The overall frame should be slightly elevated from the ground level with 3-4th to 1inch buffer.	
7	Accessories	Thali basket / Vegetable basket made of Stainless Steel. Must have Commodity / Utensils drawer. (Minimum 02 Nos. at the Bottom Section)	
8	Accessories Hardware	The Hardware components must be made from durable material such as High-Quality alloys to ensure smooth operation and longevity.	
9	Warranty	Minimum 03 years	

Signature of the Bidder



Section - 7 (A)

Technical/Commercial Bid Format

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

1. Details of the Applicant:

Name & Address of the OSME with Contact No.	GST No.	PAN No.	Regd. Certificate No.

2. Bidders Credentials:

Audited Balance Sheet, P/L Account of last 03 FY	IT-Return for the last 03 FY	Latest GST (GSTR-3B and GSTR-1)	ISO Certificates	Order copy (From any Govt./PSU/Corporate), if any

3. 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.

Date:.....

Place:.....

Seal & Signature of the Bidder



Section - 7 (B)

Financial Bid Format

1. Supply & Installation of Wooden Wall Unit.

2. Details of the Applicant:

Name & Address of the Bidder with contact No.	
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3. Rate Quoted: INR

Items	Base Rate (Incl. Transportation & Installation at AWC Point of MBJ)	GST	Total Cost (Base + GST)	In words
Wooden Wall Unit (Per Unit Cost)				

(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.

Date:.....

Place:.....

Seal & Signature of the Bidder

Section - 8

Annexure-A

**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 the CDO-cum-EO, ZP, Mayurbhanj, Odisha for **Supply & Installation of Wooden Wall Unit for Storing of Vegetables & Cooking Utensils in the 2297nos. of Kitchens of AWCs in Mayurbhanj District** 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 (CDO-cum-EO, ZP, Mayurbhanj) can forfeit the Performance Security Deposit and blacklist our entity for a period of **03 (three)** 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 / CDO-cum-EO,ZP, 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 CDO-cum-EO, ZP, Mayurbhanj.

I/we also under take that; I/we are not involved in any unfair / fraudulent practice and also not blacklisted by any State Govt. / Union Territory / Govt. of India / Govt. Organization / Govt. Institutions / PSUs / Government autonomous body.

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 & install Wooden Wall Unit for Storing of Vegetables & Cooking Utensils in the 2297nos. of Kitchens of AWCs in Mayurbhanj District 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)

Indent for Supply & Installation of Wooden Wall Unit for Storing of Vegetables & Cooking Utensils in the 2297 nos. of Kitchens of AWCs in Mayurbhanj District

Sl. No.	Name of the Block / ULB	Total AWCs to be Taken up
1	Badasahi	122
2	Bahalda	113
3	Bangiriposi	64
4	Baripada	78
5	Baripada Municipality	36
6	Betnoti	26
7	Bijatala	47
8	Bisoi	59
9	GB Nagar	21
10	Jamda	37
11	Jashipur	160
12	Kaptipada	223
13	Karanjia	21
14	Karanjia NAC	4
15	Khunta	34
16	Kuliana	131
17	Kusumi	135
18	Morada	134
19	Rairangpur	58
20	Rairangpur Municipality	2
21	Raruan	36
22	Rasgovindpur	61
23	Saraskana	72
24	Shamakhunta	136
25	Sukruli	55
26	Suliapada	71
27	Thakurmunda	193
28	Tiring	62
29	Udala	102
30	Udala NAC	4
TOTAL		2297

PERFORMANCE BANK GUARANTEE FORMAT

To

The CDO-cum-EO, Zilla Parishad, Mayurbhanj

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

AND WHEREAS it has been stipulated by the CDO-cum-EO, ZP, Mayurbhanj for supply & installation of Wooden Wall units in the kitchen of 2297nos. of AWCs 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 _____, Bhubaneswar, 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**