



OFFICE OF THE COLLECTOR AND DISTRICT MAGISTRATE, CUTTACK
(SOCIAL SECURITY SECTION)

Email Id: dssoctc.od@gov.in

No. 516 /SS, Dated 04/03/2020

(TENDER CALL NOTICE)

Sealed Tenders are invited from the intending Registered Firms / Suppliers having valid GSTIN & Income Tax Clearance Certificates with requisite reputation to have worked with Govt. Departments and credibility for supply of "Essential Commodities" for use of Leprosy Cured Person/Family as per details and specification mentioned in Tender Form Part-II (Financial Bid) to the DSSO, Cuttack. The detailed terms and conditions with general information for supply of "Essential Commodities" can be downloaded from the district website <http://www.cuttack.nic.in>.

The Tender complete in all respect should reach the District Social Security Office, Collectorate, Cuttack latest by **20th March, 2020 before 5.30 P.M** through Registered / Speed Post or in the Sealed Drop Box kept in the Office of the District Social Security Officer, Collectorate, Cuttack which will be **opened on 21st March, 2020 at 11.00 AM** in the New Conference Hall, Collectorate, Cuttack in presence of the Bidders or their authorized representatives.

By order of the Collector.

**Addl. District Magistrate,
Cuttack.**

Memo No. 517 /SS // Date 04.03.2020

Copy to Asst. Collector, Nizarat / Project Director, DRDA, Cuttack/ Sub-Collector, Sadar/Athagarh/Banki / CDMO, Cuttack / DI&PRO, Cuttack / All BDOs / All Tahasildars / All CDPOs of Cuttack District / G.M., DIC, Cuttack for information and necessary action with a request to display the Tender Call Notice in the Notice Board of their respective Offices.

**District Social Security Officer,
Cuttack.**

Memo No. 518 /SS // Date 04.03.2020

Copy submitted to the Steno to ADM (Gen.) for kind information of ADM.

**District Social Security Officer,
Cuttack.**

Memo No. 519 /SS, dtd. 04.03.2020

Copy to OIC(Res.) to Collector for kind information of Collector.

**District Social Security Officer,
Cuttack.**

ANNEXURE-A

Terms and Conditions for Providing "Essential Commodities" for the Leprosy Cured Person/Family of Leprosy Colonies of Cuttack District.

The following terms and conditions must be fulfilled by the successful Bidder for providing "Essential Commodities" for use of the Cured Leprosy Persons.

1. The intending Registered Firms/ Supplying Agencies should be bonafied Registered Body having Valid Registration Certificate issued from DIC.
2. GSTIN Clearance Certificate, Income Tax Return of last 3 years i.e. 2016-17, 2017-18, 2018-19 & Copy of Pan Card must be enclosed with the Tender Paper.
3. The unit rate should be quoted including all Taxes i.e. GST etc. as per Guideline. No extra cost will be given for transportation of the materials to the District Social Security Office. The rate of materials is negotiable.
4. The Bidder should have to produce the **Tender Paper Cost of Rs. 2000/- (Rupees Two Thousand) only** in shape of Bank Draft in favour of District Social Security Officer, Cuttack payable at UNION Bank , Choudhury Bazar, Cuttack which is non-refundable.
5. Demand Draft of **Rs.50,000/- (Rupees Fifty Thousand) only** pledged in favour of DSSO, Cuttack towards **Earnest Money Deposit**. Tenders without Earnest Money will be liable for rejection. The EMD of unsuccessful Bidder will be returned without interest on finalization of bid. EMD of successful Bidder will be converted to **Security Deposit**.
6. If the successful Bidder fails to deliver within the stipulated period i.e. **7 days** from the date of receipt of the indent order shall result in forfeiture of **Security Money** and punitive action as deemed fit for liquidated damage @ 2% per day of delay shall be deducted from the final payment by the authority.
7. The Tender will be in two parts i.e. **Technical Bid (Part-I) and Financial Bid(Part-II)**.The Bidders should submit their Technical Bid and Financial Bid separately in two envelopes and put them into another large cover super scribed as "**Tender for Supply of Essential Commodities for use of Leprosy Cured Person/Family**" in the **Office of the DSSO, Cuttack**".
8. Bidders who qualify Technical Bid will be eligible to participate in Financial Bid.
9. The Successful Bidder will deliver the **materials** to the **LCP Colonies** as per requirement and camp dates within 07 days from the date of receipt of Purchase Order.
10. The District Administration will have no liability regarding transportation, loading and unloading of materials indent for supply to the designated place in good condition and the defective or damaged materials, if any, will be replaced by the Organisation.
11. Conditional Tenders are liable to be rejected. The Tender, which is not as per specification will not be considered.
12. The District Administration will not pay any advance payment to the Organization. The Organization will have to carry out the entire job on its own and the amount will be paid only after satisfactory completion of the job and submission of bill in that regard.
13. Under no circumstance, the successful Tenderer shall not appoint any Sub-Contractor or sub-lease the contract. If it is found that the successful Tenderer has violated these conditions, the contract will be terminated forthwith without any notice and security deposited by the Tenderer shall be forfeited.
14. The rate quoted against this Tender shall remain valid up-to 12 months after publication of approved rate. No request to increase in rates will be allowed or entertained during this period.
15. Part Tender of specified quantity of an item will be accepted.
16. The Authority reserves the right to reject any or all the Tenders without assigning any reason thereof and shall bear no liability what so ever consequent upon such decision.
17. On the day of opening of Tender, the Tenderer will have to produce the sample of items before the Committee.
18. Quality of the product will be given due importance. The decision of the Committee on evaluation of material is final.
19. It should not be a black listed organisation by any Government Department.


District Social Security Officer
Cuttack

ANNEXURE-B

GENERAL INFORMATION for Providing "Essential Commodities" for the Leprosy Cured Person/Family (to be produced by the Tenderer)

Sl.No.	Particulars	Information
1	Attested photo copy of the valid Registration Certificate issued from DIC	
2	Attested photo copy of PAN Card	
3	Attested photo copy of GSTIN having 2018-19 Clearance Certificate	
4	Declaration by the Bidder that It should not be a black listed Organisation by any Government Department.	
5	Declaration by the Bidder that the defective or damaged materials if any, will be replaced by the Organisation.	
6	Draft to be enclosed with Bank Draft of Rs. 2000.00 in favour of D.S.S.O , Cuttack payable at UNION Bank , Choudhury Bazar, Cuttack towards Cost of Tender Paper.	
7	Draft to be enclosed with Earnest Money of Rs.50,000/-(Rupees Fifty Thousand)only in shape of Demand Draft pledged in favour of DSSO , Cuttack.	
8	Declaration to the effect that the Tenderer agrees to abide by all terms and conditions of Tender.	
9	Sample of items with specified nos. will have to produce by the Tenderer before the Committee on the day of opening of Tender.	
10	Whether all documents submitted are signed by the Authorized Signatory of the Organization (Yes / No.).	

"Certified that the information submitted above is true to the best of my knowledge and belief."

Date:

Place:

Full Signature of the Authorized Signatory.


4/3/2020
District Social Security Officer
Cuttack

TENDER FORM
Part – I
(Technical Bid)

1	Name of the Firms / Supplying Agency (in Block Letters)	
2	Address of the Organization	
3	Name of the Authorized Signatory (in block letters)	
4	Specimen Signature of Authorized Signatory	
5	Telephone Number of Authorized Signatory / Organization	
6	Registration No. (Attach attested copy of Registration Certificate issued from DIC)	
7	PAN No.(with a copy of PAN Card)	
8	GSTIN No. (with a copy of GSTIN)	
9	Bank Draft of Rs.2000/- (Rupees Two Thousand) only payable at DSSO, Cuttack towards Tender Paper Cost.	
10	Demand Draft of Rs.50000/- (Rupees Fifty Thousand) only pledged in favour of DSSO, Cuttack towards Earnest Money Deposit.	
11	Declaration that the Tenderer agrees to abide by all terms and conditions of tender.	
12	Whether all documents submitted are signed by the Authorized Signatory of the Organization (Yes/No.).	

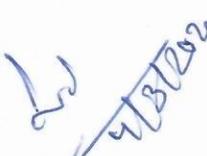
DECLARATION

I/We hereby certify that, the terms and conditions, specification etc. given with the Tender Call Notice have been read carefully and are acceptable to me/us and that the information furnished above is complete and correct to the best of my/our knowledge. I/We understand that in case of any deviation in the above statement at any stage, the Tenderers shall be blacklisted and action as deemed proper will be taken against him/her.

Place:

(Signature and Seal of the Authorized Signatory)

Date:


District Social Security Officer
Cuttack

TENDER FORM
Part – II
(Financial Bid)

Sl. No.	Item/Material	Quantity	Govt. Price		
1	MAT, SIZE-3.5ft*6ft / Quality-Good Quality Coarse COTTON DURRY (HEAVY TYPE)/COLOUR-DEEP COLOUR STRIPE MAT	01	RS.600/-		
2	BED SHEET, SIZE - 4 ft * ft / GOOD QUALITY COTTON BEDSHEET WITH GOOD QUALITY SELVEDGE / COLOUR- CHECK OR STRIPE COLOURED BEDSHEET	01	RS.200/-		
3	BLANKET, SIZE-4.5 ft * 6.5 ft /WEIGHT-1500 Gms, QUALITY –GOOD QUALITY WITH 4 SIDE POPLIN CLOTH STITCHING OR HAVING GOOD QUALITY SELVEDGE WITH BOTH END KNOTTING / COLOUR- DEEP COLOUR.	01	RS.400/-		
4	MOSQUITO NET, SIZE -6 ft *6 ft * 3.5 ft (DIMENSION)QUALITY-SYNTHETIC YARN WITH GOOD QUALITY STITCHING AND HAVING 3-0.5 ft HEIGHT WITH 6 INCHES CLOTH IN THE BOTTOM/COLOUR-LIGHT COLOUR OR WHITE	01	RS.400/-		
5	UMBRELLA, SIMPLE NON-FOLDABLE MEDIUM SIZE	01	RS.250/-		
6	DHOTI, SIZE 4 Mts * 1.20 Mts / MATERIAL-80% FINE COTTON- 20% POLYESTER / COLOUR-BLEACHED WHITE / QUALITY-FINE QUALITY WITH COLOURED BORDER	02	RS.2000/-		
7	SAREE, SIZE - 5.5 mtrs *1.20 mtrs / MATERIAL - 100% COTTON / COLOUR - DEEP / QUALITY - PRINTED SAREE (Good Quality)	02			
8	TOWEL, SIZE-1.5 Mts *0.76 Mts / MATERIAL-COARSE COTTON (2/20's / 2/18 NF)COLOUR LIGHT STRIPE OR DEEP OR CHECK/QUALITY-GOOD QUALITY	02			
9	TARPOLINE (15'*12')	01	RS.3000/-		
10	DEKCHI (1.5 K.G)	02	RS.1200/-		
11	KADHAI (400 gms)	01			
12	DUA (200 gms)	01			
13	CHATU (200 gms)	01			
14	PITHA PATIA (1 foot)	01			
15	ALUMINIUM BUCKET (18 Inches)	01		RS.700/-	
16	ALUMINIUM JUG (1 Ltr.)	01			
17	STEEL TRAY (18*10 Inches)	02	Rs.1500/-		
18	STEEL GLASS (6 Inches)	04			
19	STEEL SPOON (MEDIUM)	04			
20	STEEL PLATE (6 Inch DIAMETER)	02			
21	STEEL GINA SMALL	04			
22	STEEL KANSHA (MEDIUM)	01			
23	TOILET BRUSH (HEAVY)	01			
24	WASHING SOAP	05	Rs.600/-		
25	WASHING POWDER (2 K.g)	01			
26	PHENYLE – 1 Ltr.	01			
27	NOTEBOOK ROLLING(Number-6)	03	Rs.1000/-		
28	GEOMETRY BOX	01			
29	TRANSLATION BOOK (10 TH STANDARD), Odia to English	01			
30	SCHOOL BAG (Good Quality)	01			
31	WATER BOTTLE (1 Ltr. Food Grade Clear Plastic)	01			
32	TIFFIN BOX STEEL (MEDIUM)	01			
33	DICTIONARY (MEDIUM) (English to Odia)	01			

Place:
Date:

District Social Security Officer
Cuttack

(Signature and Seal of the Authorized Signatory)