



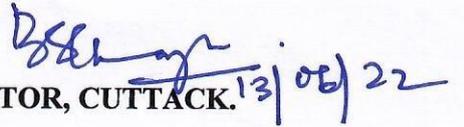
**OFFICE OF THE COLLECTOR AND DISTRICT MAGISTRATE, CUTTACK**  
**(SOCIAL SECURITY SECTION)**  
**Email Id: [dssoctc.od@gov.in](mailto:dssoctc.od@gov.in)**

No. 2071 /SS, Dated 13 / 06 /2022

**(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 Materials for running of Special Schools at IIC, CDA, Cuttack 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 Materials for running of Special Schools at IIC, CDA, Cuttack 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 13/06/22 before 5-30<sup>pm</sup> 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 27/06/22 at 12 noon in the New Conference Hall, Collectorate, Cuttack in presence of the Bidders or their authorized representatives.

  
COLLECTOR, CUTTACK. 13/06/22

Memo No. 2072 /SS // Date 13.06.2022

Copy to the 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. 2073 /SS // Date 13.06.2022

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

  
District Social Security Officer,  
Cuttack.

Memo No. 2074 /SS, dtd. 13.06.2022

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

  
District Social Security Officer,  
Cuttack.

**Terms and Conditions for Providing Supply of Materials for running of Special Schools at IIC, CDA, Cuttack of Cuttack District.**

The following terms and conditions must be fulfilled by the successful Bidder for providing Supply of Materials for running of Special Schools at IIC, CDA, Cuttack.

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. 2018-19, 2019-20, 2020-21 & 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 IDBI Bank , Naya Sarak, Cuttack which is non-refundable.
5. Demand Draft of **Rs.30,000/- (Rupees Thirty 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 Materials for running of Special Schools at IIC, CDA, Cuttack**" 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 **Integrated Infrastructure Complex(IIC), CDA, Sector-10, Cuttack** as per requirement 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.

  
District Social Security Officer  
Cuttack

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 cancel/modify any or all the Tenders without assigning any reason thereof and shall bear no liability what so ever consequent upon such decision.
17. The decision of the Committee on evaluation of material is final.
18. Supplier has to submit the product brochure with photographs of the product.
19. It should not be a black listed organisation by any Government Department.

  
District Social Security Officer  
Cuttack

**GENERAL INFORMATION for Providing "Supply of Materials for running of Special Schools at IIC,  
CDA, Cuttack (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 2020-21 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 <b>Bank Draft of Rs. 2000.00</b> in favour of D.S.S.O, Cuttack payable at IDBI Bank, Nayasarak, Cuttack towards <b>Cost of Tender Paper.</b> |             |
| 7       | Draft to be enclosed with <b>Earnest Money of Rs.30,000/- (Rupees Thirty Thousand) only</b> in shape of <b>Demand Draft</b> 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       | 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.**

  
 District Social Security Officer  
 Cuttack

**TENDER FORM**  
**Part – I**  
**(Technical Bid)**

|    |  |  |
|----|--|--|
| 1  | Name of the Firms / Supplying Agency<br>(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.<br>(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<br>DSSO, Cuttack towards <b>Tender Paper Cost.</b>                     |  |
| 10 | Demand Draft of Rs.30000/- (Rupees Thirty Thousand) only pledged<br>in favour of DSSO, Cuttack towards <b>Earnest Money Deposit.</b> |  |
| 11 | Declaration that the Tenderer agrees to abide by all terms and<br>conditions of tender.  |  |
| 12 | Whether all documents submitted are signed by the Authorized<br>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:

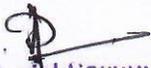
  
District Social Security Officer  
Cuttack

**TENDER FORM**  
**Part – II**  
**(Financial Bid)**

| <b>Materials required for Special School at IIC, CDA, Cuttack</b> |   |  |            |         |
|---|---|--|------------|---------|
| Sl No.  | Items                                       | Description  | Unit Price | Remarks |
| 1   | Blackboard                                  | Wall Mount GreenBoard<br>Size-5'x3'  |            |         |
| 2   | Notice Board                                | Wall mount Pin up Board<br>Size-3'x2'  |            |         |
| 3   | Desk with Bench                             | Description-Dual Desk<br>Seating Capacity- Three Students<br>Top Material- Engg wood with edge banding<br>Desk top size- 1500x860x750<br>Top Thickness-18mm<br>Frame Material- Powder Coated Sheet & Pipe<br>Frame |            |         |
| 4   | Table for Office<br>with one side<br>drawer | Sal wood frame and top (laminated top)<br>Size-42"x30"x30"   |            |         |
| 5   | Chair for Office                            | Plastic Chair with armrest of Standard make<br>Colour- Any Colour  |            |         |
| 6   | Table for<br>Classroom                      | Sal wood frame and top with 19mm ply and<br>laminated top<br>Size-30"x18"x30"  |            |         |
| 7   | Chair for<br>Classroom                      | Sal wood frame and seat with arm of standard size  |            |         |
| 8   | Bed   | MS Tube frame bed attached foam cushion<br>mattress (4") with ISI brand Ply(12mm)<br>Size-72"x36"  |            |         |
| 9   | Pillow                                      | Cotton Pillow with Cover<br>Size- 20"x26"<br>Colour- Any Colour  |            |         |
| 10  | Bedsheet                                    | Cotton Single Bedsheet<br>Size- 90"x60"<br>Colour- Any Colour  |            |         |
| 11  | Rack/Self                                   | Plain Cupboard made ISI brand ply and laminate<br>with 2nos. Shelves<br>Size-3'x3'   |            |         |
| 12  | Study Table                                 | MS Pipe made reading table, top with pre<br>laminated particle board<br>Size-30"x18"x30"   |            |         |
| 14  | Study Chair                                 | Sal wood frame and seat without arm of standard<br>size  |            |         |
| 15  | Mosquito Net                                | Single bed Size<br>Size-72"x36"<br>Colour- Any Colour  |            |         |

**Place:**  
**Date:**

**(Signature and Seal of the Authorized Signatory)**

  
District Social Security Officer  
Cuttack