



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

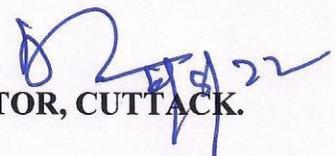
Email Id: dssoctc.od@gov.in

No. 3273 /SS, Dated 06/08/2022

(TENDER CALL NOTICE)

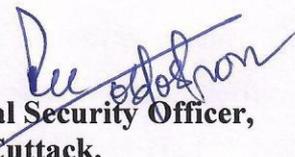
Sealed Tenders are invited from the intending Registered Firms / Suppliers having valid GSTIN & Income Tax Clearance Certificates with requisite reputation to have worked with Govt. Departments and credibility for Supply of Materials for running of Special Schools at IIC, CDA, Cuttack as per details and specification mentioned in Tender Form Part-II (Financial Bid) to the DSSO, Cuttack. The detailed terms and conditions with specification 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 16/08/2022 before 3 PM through Registered / Speed Post/Courier only which will be opened on 16/08/2022 at 5 PM in the New Conference Hall, Collectorate, Cuttack in presence of the Bidders or their authorized representatives.


COLLECTOR, CUTTACK.

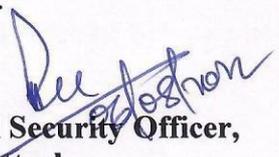
Memo No. 3274 /SS // Date 06.08.2022

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. 3275 /SS // Date 06.08.2022

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


District Social Security Officer,
Cuttack.

Memo No. 3276 /SS, dtd. 06.08.2022

Copy to O.I.C.(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 Certification of MSME, Odisha, Aadhar Udyam, Production Certificate, Test reports to be furnished to buyers on demand, OEM of offered products is ISO 9001:2015 certified, OEM of offered products is ISO 14001:2015 certified, OEM of offered products is ISO 18001:2007 certified.
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. The Tender process will followed in two stages a) Technical Bid and b) Financial Bid.
 - a) Technical Bid: All qualifying bidders will be intimated to display their sample products within two days from the date of opening of the tender. These items will be subjected to inspection by the Purchase Committee which will evaluate each of these products separately taking in to account its matching the specifications of the advertisement, quality and suitability for Specially Challenged Children. Only those products matching the specifications will be considered. They will be evaluated in terms of their quality and suitability in a scale of 1 to 25 each. A product will be selected for opening of financial bid only when it scores a minimum of 75% marks.


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- b) Financial Bid: For the selected items fulfilling the above mentioned eligibility criteria the financial bids will be opened to make the final selection of the bidder.
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.
 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. The authority may place extra 25% of the work order quantities in the same approved rate upto 12months.
 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.


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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 Aadhar Udyam Certificate)	
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.30000/- (Rupees Thirty 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.).	
13	Declaration by the Bidder that It should not be a black listed Organisation by any Government Department.	
14	Declaration by the Bidder that the defective or damaged materials if any will be replaced by the Organisation.	

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.	Name of the Items	Rate per Unit (in Rs.)	Remarks(if any)
1	Dual Desk for Classroom		
2	Teachers Table		
3	Teachers Chair		
4	Black board		
5	Notice Board		
6	Bedsheet		
7	Pillow		
8	Mosquito Net		
9	Study Table		
10	Bed		
11	Almirah/Cupboard		
12	Dining Table with bench fixed		
13	Chair for Office		

Place:

(Signature and Seal of the Authorized Signatory)

Date:


District Social Security Officer
Cuttack

Specification of the materials is as follows:

Dual Desk for Classroom:

Desk Specification	
Material of Desk Top +/- 2 mm (For shelf/ storage +/- 4 mm)	18mm thick other wood & self - 18mm thick / CR sheet with rectangular ventilation hole punching
Material of Support Structure or Side	Mild Steel Square Section of outside side minimum 25 mm and wall thickness minimum 1.6 mm
Material of Support Structure for Desks	i. 25"x 50 Rect Pipe ii. 25mm round pipe/25mm Sq. Pipe
Height of Desk Top in mm (± 5 mm)	750mm
Width of Desk Top in mm (± 5 mm)	450mm
Seating Specification	
Material of Seat and Backrest (if provided) (+/- 2 mm (For back rest +/- 4 mm)	18 mm thick prelaminated /MDF board(BSL) with 2mm PVC edge banding tape
Material of Support Structure	Mild Steel square Section of size 25x25 mm and wall thickness minimum 1.6 mm
Material of Seat Cushion	WITHOUT CUSHION
Width of Seating in mm (± 10 mm)	300mm
Height of Seat in mm (± 10 mm)	400mm
Width of backrest if provided in mm (± 5 mm)	250mm
Back Support for Seating of Same material as Seating	Provided without cushion
Warranty period in number of years	3yrs

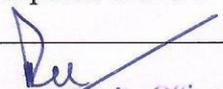
Teachers Table

Frame made of 32 X 32X 1.2mm thick MS powder coated frame with 17mm MDF Board top with PVC EDGE Banding	LENGTH X BREDTH X HEIGTH= 36"X24"X30"
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Teachers Chair

Made of 25X 1.2mm thick MS Round pipe with powder coated colour provided with 1.2mm polished ply	SEAT:16"X16" BACK:16"X8" HEIGHT:18"
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Black board	<ul style="list-style-type: none"> • Wall Mount Green Board • Size-5'x3' • Good quality of reputed brand available in the market
Notice Board	<ul style="list-style-type: none"> • Wall mount Pin up Board • Size-3'x2' • Good quality of reputed brand available in the market


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Bedsheet	<ul style="list-style-type: none"> • Cotton Single Bedsheet • Size- 90"x60" • Colour- Any Colour • Good quality of reputed brand available in the market
Pillow	<ul style="list-style-type: none"> • Cotton Pillow with Cover • Size- 20"x26" • Colour- Any Colour. • Good quality of reputed brand available in the market
Mosquito Net	<ul style="list-style-type: none"> • Material- Cotton • Size-72"x36" • Colour- Any Colour • Good quality of reputed brand available in the market
Study Table	<ul style="list-style-type: none"> • Metal Powder Coated Frame with MDF • Top Size-36"x24"x30" • Made of 25x25 square pipe
Bed	Frame MS Metal with Powder coating colour Size-72"x36"x17" with Mosquito net holder & 19 mm commercial Ply
Almirah/Cupboard	18mm MDF board having two shelves and separate door locking system. Feet are fitted with nylon shoe. Size- 54"x36"x15"
Dining Table with bench fixed	MS Metal powder coated frame Size- 72"x28"x30" Bench- 10"x72"x18" With water proof ply mica pasted top


 District Social Security Officer
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