

DISTRICT EMPLOYMENT EXCHANGE, DHENKANAL

E-mail id deo.dkl@rediffmail.com , Phone No. (06762) 226653

Quotation / Tender Call Notice No...../ DEEx, Dkl, Dtd.....

Sealed Quotations / Tenders are invited from the venders / dealers / distributors / suppliers / intending firms / agencies / advertising / printing agencies for supply / completion of schedule item of works as detailed in Annexure-IV for set up a Study Centre at Model Career Centre, District Employment Exchange, Dhenkanal. The complete bid document can be downloaded from the District website: www.dhenkanal.nic.in .The last date of receipt of quotation / bid at the office of the undersigned is 9.11.2020 up to 5.30 p.m.

Notwithstanding the above, the undersigned reserves the right to accept or reject any quotations / bids and to cancel the bidding process and reject all quotations / bids at any time or reduce or increase any schedule / schedules prior to the award of contract without indicating any reason thereof.


District Employment Officer
Dhenkanal

Memo No. 630 / DEE, DKL Date 19/10/2020

Copy submitted to the DIO, NIC, Dhenkanal for favour of kind information with a request to publish this quotation / tender call notice in detail in the district web site.


District Employment Officer
Dhenkanal

Memo No..... / DEE, DKL Date.....

Copy submitted to the PD, DRDA, Dhenkanal / Sub-Collector, Dhenkanal / Sub-Collector, Kamakshyanagar / Sub-Collector, Hindol / GM, RIC, Dhenkanal / DIPRO, Dhenkanal / Executive Officer, Dhenkanal Municipality / District Treasury Officer, Dhenkanal / Principal, Govt. ITI, Dhenkanal / Principal Govt. Polytechnic, Dhenkanal / JEO, Employment Sub-Office, Kamakshyanagar / JEO, Employment Sub-Office, Hindol for favour of kind information with a request to display in their notice board for wide publicity.


District Employment Officer
Dhenkanal

Memo No..... / DEE, DKL Date.....

Copy submitted to the Collector & District Magistrate, Dhenkanal for favour of kind information and for display at District Office notice board.


District Employment Officer
Dhenkanal

Memo No..... / DEE, DKL Date.....

Copy submitted to the Assistant Director of Employment, Sambalpur for favour of kind information.


District Employment Officer
Dhenkanal

Memo No..... / DEE, DKL Date.....

Copy submitted to the Director of Employment & CEO, OSDA, Odisha, Bhubaneswar for favour of kind information.


District Employment Officer
Dhenkanal

DISTRICT EMPLOYMENT EXCHANGE, DHENKANAL
E-mail id deo.dkl@rediffmail.com , Phone No. (06762) 226653

No...629.....

Date...19/10/2020

QUOTATION / TENDER CALL NOTICE

SUB:- INVITATION OF QUOTATION / TENDER FOR SUPPLY OF ITEMS / INFRASTRUCTURE SET UP FOR STARTING FUNCTION OF A STUDY CENTRE AT MODEL CAREER CENTER, DISTRICT EMPLOYMENT EXCHANGE, DHENKANAL.

Dear Sirs,

You are invited to submit your most competitive quotation / tender in enclosed format for the following goods / works of 23 (Twenty three) schedules as enclosed in Annexure- IV.

1. For infrastructure set up for starting a study centre at Model Career Centre, District Employment Exchange, Dhenkanal, those who intends to apply to be a part of the process of this credit to eligible payments under the contract for which this invitation for quotation / tender is issued.
2. **Bid Price:-**
 - a). The contract shall be for the full quantity of particular schedule as described above.
 - b). Corrections in the quotation, if any, shall be made by crossing out, initiating, dating & re-writing.
 - c). All duties, taxes and other levies payable on the raw materials and components shall be included in the total price.
 - d). GST in connection with the sale shall be shown separately.
 - e). Transportation and installation shall be included in the total quoted / bid price.
 - f). The rate quoted by the quotationer / bidder per unit including tax shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
 - g). The prices shall be quoted in Indian Rupees only.
 - h). In the bid document of format, it should specify detail specification and make / model of the item.

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3. **Each bidder shall submit only one quotation / bid** for one or more schedule. If submitting quotation / bid for more than one schedule shall fill up separate format of quotation / bid (Annexure- I) for each schedule and enclose all, to submit with one application bid in one sealed envelope.

4. **Validity of Quotation/ Tender:-**

Quotation / bid shall remain valid for a period not less than 60 days after the deadline specified for submission.

5. **Evaluation of Quotations / Bid documents:-**

The Purchaser / Party will evaluate and compare the quotations / bid documents determined to be substantially responsive i.e. which.

- a) Are properly signed; and
- b) Conform to the terms and conditions, and specifications.
- c) Verification of original PAN Card No., Aadhar No., DIC Registration No. (Udyagi Registration No.), GST Registration, GST Return (if applicable by due date) and Registered Authorized Dealership / Supplier Certificate (for electronics items) if any with submitted signed copy before award of contract.
- d) Verification of Demand Draft of EMD (Bid Security) submitted.
- e) Electronics items of other brands apart from quotation will not be considered for evaluation.
- f) Selection will be made on the unit rate / total amount of work quoted by the bidder for each schedule, including tax. Tax will be given calculated as per Government prevalent rate. Bidding price should include tax, transportation charge & installation charge. The quotations / bids will be evaluated separately for each schedule of item.

1. **Award of contract:-**

The Purchaser will award the contract to the bidder whose quotation / bid has been determined to be substantially responsive and who has offered the lowest evaluated quoted/ bid price.

- a) Notwithstanding the above, the Purchaser reserves the right to accept or reject any quotation / bid and to cancel the bidding process and reject all quotations / bids at any time prior to the award of contract.
- b) The bidder whose bid is accepted will be notified of the award of contract by the Purchaser prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the purchase / work order.



Handwritten signature and date: 19/10/20

2. **Payment Terms:-**

- a) The delivery period should be within one month from the date of issue of purchase order for goods or items to be supplied. The delivery period should be within two months from the date of issue of work order for completion of schedule of works.
 - b) Place of delivery item is at Model Career Centre, District Employment Exchange, Dhenkanal.
 - c) Payment shall be made after supply, installation, demonstration, completion of works and verification of goods / works within due date of delivery.
 - d) The tax will be calculated separately and will be paid as per market prevalent rate
3. Normal commercial warranty / guarantee shall be applicable to the supplied goods.
4. **The last date submission of quotation is 9.11.2020 up to 5.30 p.m.**
5. The quotations / tenders received will be opened on the date fixed by the District Committee and will be intimated to the participating Agencies.
6. We look forward to receive your quotations and thank you for your interest in this project.
7. Special conditions enclosed will also be applicable.

SPECIAL CONDITION

- 1) Bid security (EMD)

The firms participating in the quotation is required to submit Earnest Money Deposit (Bid Security) not less than @1% (Round up to nearest Hundred) of the quoted value per schedule in shape of Demand Draft drawn in favour of **District Employment Officer, MCC, Dhenkanal**, on any Nationalized Bank, payable at **Dhenkanal**, failing which the bid shall be summarily rejected. EMD of bidders applying for more than one schedule should submit single EMD of total Gross amount of all format of quotations (Annexure-I) of all schedules. The bid security shall be returned to unsuccessful bidders on finalization of order. In the event of failure to execute the supply order or violation of terms and conditions, the EMD shall be forfeited.

- 2) For supply of books and magazines, the bidder has to mention percentage of discount to be given on Maximum Retail Price (MRP) on books and magazines separately considering them as two separate items. Books as item no. (i) and Magazines as item no. (ii). Percentage of discount to be given is to be mentioned at Quoted unit rate column of Format of Quotation (Annexure-I). They have to submit an EMD of Rs 500/- (Five Hundred Rupees) only with the Bid document.


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3) For supply of items under CCTV installation schedule and inverter schedule, break up rate of each individual items of the schedules have to be submitted in Annexure-I.

4) Site visit is permissible within due period of quotation or tender, if required for observation of site, prior to submission of bids.

5) The Penalty clause also will be applicable in case of late delivery of items. The rate of penalty charge shall be 0.5% per week.

6) If tax rate decreases / increases during revision of GST rate, it will be deducted/added from/with Gross total cost and payment will be made accordingly

7) Bidders shall furnish signed copy of original PAN Card, Aadhar No., DIC Registration No. (Udyagi Registration No.), GST Registration, GST return and Registered Authorized Dealership/Supplier Certificate for electronics items (if any). Enclose detail Technical Literature / Brochure of the Product quoted for confirmation with specifications.

8) Proof of past performance

Details of experience and past performance of the bidder on items offered and on those of similar nature within the past three years and details of current contracts in hand and other commitments have to be submitted (maximum-4, at Annexure-II).

9) Delivery of Goods / Consignee / Completion of work

The material / work shall be delivered / completed at Model Career Centre, District Employment Exchange, Dhenkanal within 30 days from the date of issue of purchase order and within 60 days from the date of issue of work order for works to be completed. The goods on delivery will be physically verified by the team / District Employment Officer, Dhenkanal through local experts and it shall be responsibility of the suppliers to arrange demonstration on functioning of individual Goods within maximum 15 days from the date of supply.

10) The Purchaser reserves the right to cancel the bidding process or reduce or increase the item quantities or reduce the schedule / schedules at any time prior to the award of contract, without indicating any reason.


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District Employment Officer
Dhenkanal


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APPLICATION – BID

1. Name of the Bidding Agency :.....
2. Full address of Registered Office :.....
(with Pin Code)
- Telephone No. :.....
- Mobile No. :.....
- FAX No. / E-Mail :.....
3. Name and Mobile No. / e-mail address :.....
- of Authorized officer / person of Registered office:.....
4. PAN No. :.....
(Attach self attested copy)
5. DIC (Udyagi) Registration No. :.....
(Attach self attested copy)
6. Aadhar No. :.....
(Attach self attested copy)
7. GST Registration No. :.....
(Attach self attested copy)
8. GST Return (if any) :.....
(Attach self attested copy)
9. Registered authorized dealership / supplier certificate enclosed (if any) : Yes / No
(Attach self attested copy)
10. Details of Earnest Money Deposit (EMD) : DD No.....date.....
Rs..... Name of the Bank.....
Branch
11. Proof of past performance enclosed (Annexure-II) : Yes / No
(Enclose performance statement & orders)
12. Technical literature / brochure of the product for confirmation with specifications, attached –
Yes / No

Signature & seal of the bidder

Name of the authorized person:
Mobile No.:

Date :

Place :

E-mail address:

ANNEXURE-I

FORMAT OF QUOTATION/BID

Schedule No:.....

Sl. No.	Name of Goods / Equipment/work	Specifications with Make & Model	Quantity	Quoted Unit Rate	Value of Goods
	Total Amount-				
	Rate of Tax (GST) -				
	Amount of Tax (GST) -				
	Gross Total Cost-				

We agree to supply/ complete the above goods/ works in accordance with the technical specifications for a total contract price of Rs.....(Amount in figures) (Rupees.....) (amount in words) within the period specified in the Invitation for Quotation / Tender.

We also confirm that the normal commercial warrantee / guarantee of 12 months shall apply to the offered goods.

We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in bribery.

Signature of Supplier / Bidder
With Seal



ANNEXURE-II

PERFORMANCE STATEMENT

REF: BID NOTICE NO.....

(In proof of eligibility of bidders)

Order placed by the organisation with address	Order No. & Date	Name of the goods / works ordered	Value of order	Date of completion of delivery	Remarks indicating reasons for late delivery, if any	If the equipment are giving trouble free service / warranty. (Attach a certificate from the Purchaser / Consignee wherever applicable)

Signature of bidder
With seal


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ANNEXURE-III

DECLARATION

1. I,Son / Daughter / Wife of Shri
.....Proprietor / Partner / Director /
authorized signatory of the Bidding Agency
named:.....and competent to sign this
declaration and execute this tender document.

2. I have carefully read and understood all the terms and conditions of the client
and undertake to abide by them.

3. The information / documents furnished along with the above application are
true and authentic to the best of my knowledge and belief. I / we, am / are
well aware of the fact that furnishing of any false information / fabricated
document would lead to rejection of my tender at any stage besides liabilities
towards prosecution under appropriate law.

Date :
Place :

Signature of the authorized person
Name :
Seal :

Mobile no. :
E-mail address:


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ANNEXURE-IV

Sl. No.	Item of work / Equipment	Specification of the item	No. of Item
1	Reading Table	<ul style="list-style-type: none"> • Reading table of size 5' x 5' x 2'6" - 2 nos. and another 2 Nos. of size 5' x 5' x 2'6" semicircular shape • Made with 19 mm BWR ply • 1 mm laminates pasting on outer surface • Middle leg partition full covered with BWR ply • Two sides full covered with 19mm BWR ply with 1 mm laminates pasting over it • In the middle of table 6 mm. thick fine polished glass top will be fitted of 1 ft. width and 3" of below it long cupboard will be made for designing. • Edges full covered with BWR ply of 3" width with 1 mm laminates pasting over it • Inside long cupboard of 1' width of BWR ply, edges - teak wood polished beading • Foot rest of total length for foot of sal wood of 2" width and 1 ¼" thickness • Leg partition, inner side of two side wall, inner and outer side of long cupboard and foot rest painted with two coat primer with two coat enamel paint of approved colour and quantity • Adjustable leg fittings. 	Four
2	Reading Table	<ul style="list-style-type: none"> • Reading table of size 5' x 2' x 2'6" - 2 nos. • Top and edges made with 19 mm BWR ply • 1 mm laminates pasting on outer surface • Edges full covered with BWR ply of 3" width with 1 mm laminates pasting over it • Inner side of top and edges painted with two coat primer with two coat enamel paint of approved colour and quantity • Above structure fitted with stainless steel structural frame and 6 long legs of 1" Jindal stainless steel square frame / pipe of 16 gauge thickness with foot rest of total length 	Two
3	Reading Table	<ul style="list-style-type: none"> • Reading table of size 6' x 2' x 2'6" - 5 nos. • Top and edges made with 19 mm BWR ply • 1 mm laminates pasting on outer surface • Edges full covered with BWR ply of 3" width with 1 mm laminates pasting over it • Inner side of top and edges painted with two coat primer with two coat enamel paint of approved colour and quantity • Above structure fitted with stainless steel structural frame and 6 long legs of 1" Jindal stainless steel square frame / pipe of 16 gauge thickness with foot rest of total length 	Five
4	Study Chair	<ul style="list-style-type: none"> • Cantilever Stainless Steel study chair with arm • Model No.1160 of Ayesha Steel brand • 16 gauge 1" Jindal Stainless Steel Pipe • 18" x 18" base and sitting base with cushion • Semi circle hard plastic black arm • Back with netting model with hard plastic frame • Base height of chair of 18" • Back height of chair of 39" from base • Rubber / Plastic knob at base 	Thirty
5	Steel Almirah	<ul style="list-style-type: none"> • Size 78" x 36" x 12" - 05 nos. for book keeping • Thickness of 22 gauge of sheet • Front door, 2 piece, long frame door fitted with fiber glass in middle of each door for transparent look of books present inside Almirah. • Inside 05 (five) shelves for book keeping • One central lock system • Inner and outer side painted with two coat primer with two coat enamel paint of green colour and quantity 	Five
6	Steel Almirah	<ul style="list-style-type: none"> • Size 78" x 36" x 24" - 03 nos. for book keeping • Thickness of 22 gauge of sheet • Double door (door at both side) 2 piece at each side, long frame door fitted with fiber glass in middle of each door for transparent look of books present inside Almirah. • Inside 05 (five) shelves for book keeping • In the middle partition for book keeping at both side • Central lock system at both door • Inner and outer side painted with two coat primer with two coat enamel paint of green colour and quantity 	Three

7	Ceiling fan	<ul style="list-style-type: none"> Brand-USHA, Model-Striker One, Colour-Brown Rated Voltage - 220 V – 240 V, 50Hz, 1 Phase AC, Blade size 1200 mm, Wattage-78 watt, Warranty-2years 	Five
8	Pedestal fan	<ul style="list-style-type: none"> Brand-Havells, Model- Windstorm 500 Pedestal Fan. Body Colour-Bi-colour metallic finish, Blade finish- Metallic Rated Voltage - 230 V, 50Hz, 1 Phase AC, Sweep size-500 mm, Blades - 3, Wattage-155 watt, Height-1060-1260 mm Warranty-2years 	Four
9	CCTV installation	<ul style="list-style-type: none"> Providing & Installation of following items with ancillaries as required DVR- Brand – CP PLUS SRPL 16 Channel lite cosmic HD DVR – 1080P- H.265+, Model number – CP- UVR-1601E1-HC Hard Disk- Thoshiba 2TB HDD CCTV DVR Box Hard Disk, Hard Disk model DT01ABA200V Camera- CP Plus 2.4MP full HD IR Dome Camera- 20 mtr, Dome Camera Model CP-VAC-D24L2 Camera- CP Plus Bullet Camera CP Plus SRPL2.4MP, Bullet Camera Model- CP-GPC-T24PL2-S. SMPS- CP Plus-16 Channel power supply SMPS for surveillance (Dome & Bullet CCTV Camera). Cable for CCTV- D-Link 180 meter cable-3+1- DCC-WHI-180-3. 	DVR-1 Hard Disk-1 Dome Camera-4 Bullet Camera-2 SMPS-1 D-Link Cable (180 mtr.- 2 bundle)-
10	Projector installation and Electrical wiring	<ul style="list-style-type: none"> Installation of supplied projector, Installation of supplied sound system, Projector and sound system not required Electrical wiring for installation of Cona – 5 amp. switch 30 nos., Cona – 5amp. Socket – 30nos., Fan regulator-8 nos., 4x4 fiber board-22 nos., 4x6 fiber board-4 nos., 4x8 fiber board-4 nos., casing pipe 1”- 46 mtr., casing pipe 1.25”-18 mtr., Fixing of three 36 watt LED Street Light at outer side of study centre, fitted with two 3” GI Pipe of length 16’ each with necessary fittings Supply of 100 mtr. 6 mm ISI mark service wire with supply of 50 mtr. 6 mm GI wire for support Internal earth wiring. 	As per actual
11	Sun board with sticker printing	<ul style="list-style-type: none"> Printing, supply & fixing of Sun board with sticker printing and pasting for career literature display Sun board thickness- 5 mm 	200 sqft.
12	Vacuum cleaner	<ul style="list-style-type: none"> Brand- Eureka Forbes, Model- Trendy Steel Vacuum Cleaner, Colour- Steel Grey Both section and blower functions, Surface- Upholstery, Carpet Dimension- 21cm-L x 30cm-W x 18.5cm-H Voltage- 270 Volt, Corded Electric Type, Wattage-1300 watts 	One
13	Inverter	<ul style="list-style-type: none"> Providing inverter & installation of inverter with following ancillary items UPS- Luminous Eco Watt 1650 VA/24 V Inverter battery Luminous Model - 150 Ah - ILTT18000N, 12 volt Inverter battery trolley with cover for double tall tubular battery 	UPS-1 no. Battery-1 nos. Trolley- 1 no.
14	Curtain Cloth & Screen Pipe	<ul style="list-style-type: none"> Curtain Cloth Brand – OGA Home Candy Collection, Design No.1003, Shade No.09 Cloth of six nos. of size 1.9 mtrs. (1.9 mtrs x 6 piece) and fourteen nos. of size 1.3 mtrs. (1.3 mtrs. x 14 nos.) with stitching charge Supply and fixing of stainless steel screen pipe, Shape- round, Diameter- 1 inch, Thickness- 0.5 mm, Unit pipe length- 6 mtr. 	Cloth- 27.9 mtrs. Pipe - 6 nos.
15	Aqua guard and tap connection	<ul style="list-style-type: none"> Water pipe connection to supplied aqua guard, no aqua guard to be supplied Supply and fixing of PVC pipes with materials and labour cost, 1” PVC pipe of length 12 mtr., ½” PVC pipe of length 6 mtr. with required T, RS & band Quarter tern heavy brass water taps- 4 nos., stainless steel soap dish-3 nos., towel rod-2 nos. 	As per Actual
16	Library grill door & toilet grill	<ul style="list-style-type: none"> Supply and fixing of iron grill with materials and labour cost Toilet Grill of size 7’ x 3’6”-2 nos. One grill door of size 9 ft. x 9 ft. L-angle 1” size of thickness of 5 mm, Square rod of 10mm size. 	Three nos.
17	Interior coloring of the Library	<ul style="list-style-type: none"> Supply and colouring of library hall, corridor & room with materials and labour cost Two coat of interior wall emulsion for wall & Two coat of interior emulsion for ceiling as per approved rate and quantity 	123 sq. mtr.
18	Earthing point installation	<ul style="list-style-type: none"> Installation of one external earthing point Excavation of pit size 3’ x 3’ x 7’ of hard soil and lateritic stone, Galvanized iron pipe of 2” thickness of length 2 mtr, Copper plate of size 500 mm x 500 mm x 2 mm, Copper flat rod upto soil surface- 3mm x 15mm x 1600mm, Salt- 5kg, charcoal – 5kg Copper wire from earth pit to main switch- 3mm diameter- 10mtr, 	One
19	Steel framing display board	<ul style="list-style-type: none"> Providing and fixing of Signage of Stainless steel frame with materials and labour cost Signage board of size 4’ x 2’, Signage display board of frame of round stainless steel pipe of 3” diameter of 16 gauge thickness of height 8’ Printing and fixing of blue coloured fluorescent sticker writing over it. 	One

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20	Wall writing, Sticker writing	<ul style="list-style-type: none"> Supply of materials of colouring with labour cost, two coat of enamel primer paint & writing in enamel paint over it Six wall writings, three sign board writings, sticker writing over glass and writing over furniture / electrical / electronics items etc. 	36 sq. mtr.
21	Books & Magazines	<ul style="list-style-type: none"> Books and magazine for preparation of competitive examinations. Books for Banking, Railway, SSB, Defence, Medical Entrance Exam., Engineering Entrance Exam. and for examinations of OPSC, UPSC, SSSB etc. 	As per requirement
22	News paper reading standing table	<ul style="list-style-type: none"> Reading table of size 6' x 3' x 2'6" of stainless steel structural frame 4 standing legs of 1" Jindal stainless steel square frame / pipe of 16 gauge thickness, Reading frame of 45 degree sloping of 1/2" flat S.S. frame, Top of square frame fitted with fiber glass board of 3mm thickness. 	One no.
23	Display-cum- Magazine storage Rack	<ul style="list-style-type: none"> Display-cum-Storage Rack for Magazine of size 7' x 5' x 1'6" With four legs, five rows, five blocks in each row for display of magazine, each block of size 10" x 12" with 75 degree slopping with sliding type 25 nos. of pigeon holes behind each block for storing magazine, Each pigeon hole of size 10" x 10" x 12" Made with 19 mm BWR ply, 1 mm laminates pasting on front side, Edges of display rack and frame full covered with 1/2" molded teak wood border Inner side of pigeon holes / cupboards & outer side of rack painted with two coat primer with two coat enamel paint of approved colour and quantity 	One no.

Handwritten signature and date: 02.10.20