



ବନଖଣ୍ଡଅଧିକାରୀଙ୍କକାର୍ଯ୍ୟାଳୟ, ଢେଙ୍କାନାଳବନଖଣ୍ଡ

OFFICE OF THE DIVISIONAL FOREST OFFICER, DHENKANAL FOREST DIVISION
Tele Fax No-06762226717, e-mail ld-dfo.dhenkanal@odisha.gov.in

Letter No. 5539 /1F/Accts/2025/Dt. 11/08/2025

To

The Deputy Director,
Information and Public Relation Department (Adv),
& Deputy Secretary to Govt. of Odisha,
Bhubaneswar, Email-ipr.advt@gmail.com

Sub

Publication of Advertisement for Short Tender Call Notice for procurement of **Torch Light & Gajasathi (Logistics & Equipment- Uniform)** items of Dhenkanal Forest Division.

Sir,

Enclosed, please find herewith copy of advertisement for procurement of **Torch Light & Gajasathi (Logistics & Equipment- Uniform)** items of Dhenkanal Forest Division both in Hard and Soft Copy (Through email) in a shortest form. I would request you to kindly make necessary arrangement for publication of the same at least in two leading Odia Daily and one English Daily Newspapers as early as possible.

The Concerned Advertisement Manager may kindly be instructed to send complimentary copies of the same newspapers containing the Advertisement to the undersigned immediately after its publication for records in this office.

An early action in this matter is requested.

Encl: As above.

Yours faithfully,


11/8/2025
Divisional Forest Officer
Dhenkanal Division

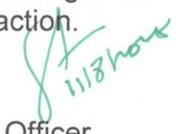
Memo No. 5540 dt. 11/08/2025

Copy along with its enclosures forwarded to the Chief Conservator of Forests (IT & GIS), O/o the Principal Chief Conservator of Forests & HoFF, Odisha, Bhubaneswar/ for favour of kind information and necessary action. He is requested to upload the above Short Tender Notice in the Website Pr.C.C.F&HoFF, Odisha Bhubaneswar as early as possible.


11/8/2025
Divisional Forest Office
Dhenkanal Division

Memo No. 5541 dt. 11/08/2025

Copy along with the copy of the abridged tender notice submitted to the Regional Chief Conservator of Forests, Angul Circle for favour of kind information and necessary action.


11/8/2025
Divisional Forest Officer
Dhenkanal Division

Memo No. 5542 dt. 11/08/2025

Copy along with its enclosures forwarded to the Collector & Dist. Magistrate Dhenkanal for information and necessary action. He is requested to upload the Short Tender Notice in District Portal website as early possible.

S/S 11/8/2025
Divisional Forest Officer
Dhenkanal Division

Memo No. 5543 dt. 11/08/2025

Copy along with its enclosure forwarded to the CDO-Cum-EO, Zillaparishad, Dhenkanal/Superintendent of Police Dhenkanal for favour of kind information and necessary action. It is requested to display the above said short Tender Notice in their office Notice Board.

S/S 11/8/2025
Divisional Forest Officer
Dhenkanal Division

Memo No. 5544 dt. 11/08/2025

Copy along with its enclosure forwarded to all Divisional Forest Officer (T & NT) Odisha for information and necessary action. It is requested to display the above said short Tender Notice in their office Notice Board.

S/S 11/8/2025
Divisional Forest Officer
Dhenkanal Division

Memo No. 5545 dt. 11/08/2025

Copy along with its enclosure forwarded to all Asst. Conservator of Forests of Dhenkanal Forest Division for information and necessary action.

S/S 11/8/2025
Divisional Forest Officer
Dhenkanal Division

Memo No. 5546 dt. 11/08/2025

Copy along with its enclosures forwarded to all Range Officers of Dhenkanal Forest Division for information and necessary action. They are instructed to display the above said Short Tender Notice in their Office Notice Board.

S/S 11/8/2025
Divisional Forest Officer
Dhenkanal Division



ବନଖଣ୍ଡଅଧିକାରୀଙ୍କକାର୍ଯ୍ୟାଳୟ, ଢେଙ୍କାନାଳବନଖଣ୍ଡ

OFFICE OF THE DIVISIONAL FOREST OFFICER, DHENKANAL FOREST DIVISION
Tele Fax No-06762226717, e-mail ld-dfo.dhenkanal@odisha.gov.in

Bid Identification No. DFO-DKL - 03 /2025-26 /Date: 11/08/2025

NOTICE INVITING TENDER

The Divisional Forest Officer, Dhenkanal Forest Division on behalf of Governor of Odisha invites Sealed Tender through offline, in **Double Cover System**, in **"OFF LINE"** mode for procurement of different articles required for various forestry management as enlisted in the Annexure-II from eligible Firms/ Vendors/ Suppliers registered with the State Governments, Central Government/ M.E.S./ Railways or other Licensing Authorities for supply of the articles enlisted on production of definite proof from the appropriate authority. The tender paper with details of terms and conditions can be available in the website <https://dhenkanal.odisha.gov.in> and office of the Divisional Forest Officer, Dhenkanal Division, Dhenkanal in any working day from **12.08.2025 to 21.08.2025 within official hour (10 AM to 5.30 PM)** after payment of requisite fee of Rs.2,000/- (Two Thousand) only in cash or Account payee Bank Draft in **favour of Divisional Forest Officer, Dhenkanal Division** with all requisite documents, The bid along with relevant documents should reach in the O/O the Divisional Forest Officer, Dhenkanal Forest Division AT/PO/PS/ Dist – Dhenkanal - 759001 on or before 15.10.2024 up to 5.30 PM through Registered / Speed Post / Courier Service or by hand only. The tender will be opened in the office of the undersigned on **22.08.2025 at 11.00 AM** hrs.


Divisional Forest Officer,
Dhenkanal Division



OFFICE OF THE DIVISIONAL FOREST OFFICER, DHENKANAL FOREST DIVISION
Tele Fax No-06762226717, e-mail dfo.dhenkanal@odisha.gov.in

NOTICE INVITING TENDER

The Divisional Forest Officer, Dhenkanal Forest Division on behalf of Governor of Odisha invites Sealed Tender through offline, in **Double Cover System**, in "OFF LINE" mode for procurement of different articles required for various forestry management as enlisted in the Annexure-II from eligible Firms/ Vendors/ Suppliers registered with the State Governments, Central Government/ M.E.S./ Railways or other Licensing Authorities for supply of the articles enlisted on production of definite proof from the appropriate authority. The bidders should have the following terms and conditions for supply of the articles as mentioned below.

A. Eligibility Criteria

1. The tenderer shall submit the information in the prescribed format.
2. The tender paper will be available in the website <https://dhenkanal.odisha.gov.in> and office of the Divisional Forest Officer, Dhenkanal Division, Dhenkanal in any working day from **12.08.2025 to 21.08.2025 within official hour (10 AM to 5.30 PM)**.
3. Copy of Valid Service Tax Certificate clearly mentioning Service Tax registration and Copies of receipts of Service tax payments made for the last three financial year (2022-23, 2023-24 & 2024-25)
4. Copy of the Income Tax PAN Card and Copies of the Income Tax Returns duly filled for the last 3 years.
5. Copy of filling of GST Return for the last 3 year (2022-23, 2023-24 & 2024-25)
6. Copies of supply orders in respect of Torch light, Uniform (T-Shirt, Cap, Water Bottle), etc. The tenderer must show and submit the Photo copies showing credential of experience in other Division/Office/Department.

7. Tenderers have to mention the Company, Model, Manufacture year and detailed Technical specification of the Torch Light in the Technical Bid. The Tender Evaluation Committee will scrutinize and verify the model & specification on the same date and will open the Financial Bid of technical qualified bidders.
8. The bidder shall have to deposit the cost of tender paper @ Rs. 2,000/- for participation in the bid in shape of Bank Draft / Banker's Cheque etc **in favour of Divisional Forest Officer, Dhenkanal Forest Division**. The Tender cost is non-refundable in nature.
9. A sum of Rs. **1,00,000/-** (Rupees One Lakhs) only towards in EMD Amount shall be deposited by the intending bidders in shape of Account Payee Bank Draft drawn in favour of the **Divisional Forest Officer, Dhenkanal Division, Dhenkanal** and submitted along with the tender paper as security deposit. After completion of tender process, the amount will be refunded to unsuccessful bidders.
10. An under taking by the tenderer declaring that the documents submitted by him are true to the best of his knowledge and in case any thing contrary arises in future, the tenderer shall remain solely liable for that.
11. The documentary evidence for meeting the eligibility criteria must mandatorily be submitted along with the offer. If the tenderer the does not submit the documentary evidence along with the offer then the bid shall be dis-qualified.
12. The Financial/Price Bids for the bidder whose Technical Bids found complete and conform the eligibility criteria, shall be opened.
13. ***Technical Evaluation System (TES)***
The Bidders should enclose documentary evidence for fulfilling the following Technical Evaluation Criteria. The Tender Scrutiny Committee (TSC) will evaluate the bids as per the below criteria. Bidders qualifying for TES need to make a presentation (Virtual /Physical mode) of the product to be supplied.

14. Valuation of technical proposal:
TSC will evaluate whether all the points/ requirements mentioned in the TENDER DOCUMENT are understood and addressed well. TSC will also evaluate whether the implementation methodology is in line with the requirement. The bidder must make a technical presentation and demonstration of projects on the date of opening of the tender i.e. on **22.08.2025**.
15. To declare a bidder as technically qualified, the bidder has to score a minimum of 35 Marks Torch light and Gajasathi Logistics & Equipment based on the above said (TES) and the financial bids of only those bidders who score 35 marks or above in the TES shall be opened.
16. The lowest financial bid from those who qualify TES will be termed as L1 and the contract will be awarded to L1 for supply of the items.
17. In case of a tie in financial bids, bid with higher TES will be awarded the contract for supply

Terms and Conditions

1. The tender document will be available in the website <https://dhenkanal.odisha.gov.in> and office of the Divisional Forest Office, Dhenkanal Division, Dhenkanal in any working day from 12.08.2025 to 21.08.2025 within official hour (10 AM to 5.30 PM). The tender will be opened in the office of the undersigned on **22nd August 2025 at 11.00 AM hrs**
2. The Tender documents should be submitted in separate sealed covers through Post/ offline in the Tender Box in the Office in the prescribed format along with all relevant documents.
3. The bidder shall have to deposit the cost of tender paper @ Rs. 2,000/- for participation in the bid in shape of Bank Draft / Banker's Cheque etc **in favour of Divisional Forest Officer, Dhenkanal Division, Dhenkanal** The Tender cost is non-refundable in nature.
4. A sum of Rs. 1,00,000/- (Rupees One Lakhs) only shall be deposited by the intending bidders in shape of Account Payee Bank Draft drawn **in favour of the Divisional Forest Officer, Dhenkanal Division, Dhenkanal** and submitted along with the tender paper as security deposit. After completion of tender process, the amount will be refunded to unsuccessful bidders.
5. Copy of the Income Tax PAN Card and Copies of the Income Tax Returns duly filled for the last 3 years.
6. Copy of filling of GST Return for the last 3 year (2022-23, 2023-24 & 2024-25)
7. The tenderer shall have to submit the bid in two separate envelopes, one for 'Technical' and other for 'Financial' bids.
8. Technical bid documents for Procurement of **Torch Light & Gajasathi (Logistics & Equipment- Uniform)** items of Dhenkanal Forest Division will be placed in one envelope super scribing on the envelope as **"Technical Bid Procurement of Torch Light & Gajasathi (Logistics & Equipment- Uniform) items of Dhenkanal Forest Division"**. The envelope must be securely sealed.

9. Financial Bids must be in the Prescribed Format filled in all respect of this notice and it will be placed in one envelope superscribing on the envelope as **“Procurement of Torch Light & Gajasathi (Logistics & Equipment- Uniform) items of Dhenkanal Forest Division”**.The Envelope must be securely sealed.
10. The Tender Documents incomplete in any aspect is liable for rejection.
11. The Tenders received after the scheduled date and time is also liable for rejection.
12. The Price quoted is inclusive of all taxes as mandatory under Government of Odisha like GST, TDS etc.
13. Documents which are not submitted inside the bids will not be added or entertained at the time of opening of the Bids
14. Only Securely Sealed quotations should reach the bid accepting desk of Office of Divisional Forest Officer, Dhenkanal Division at Dhenkanal through Registered Post or Couriers or Speed Post on or before **17:30 Hrs of 21.08.2024**
15. No reasons for delay in delivery of bids in office of Divisional Forest Officer, Dhenkanal Division at Dhenkanal through post or courier shall be entertained.
16. Failure to present the Originals at the time of Opening the Technical Bid, Shall lead to the disqualification of Technical Bid.
17. Any form of canvassing shall lead to disqualification in bidding. The DFO, Dhenkanal Division reserves the absolute rights for accepting or rejecting any of the bids without any further notice or intimation to the tenderers assigning any reasons.
18. After opening of the technical bid, the tender papers will be technically evaluated by the committee to be constituted by DFO, Dhenkanal.
19. The rate of successful bidder may be valid till next tender.
20. The undersigned reserve the right to reject/cancel any or all the tenders without assigning any reasons thereof and terminate the order in case of changes in the Government procedure of policy of instruction/ direction and exigencies.
21. The payment will be made through FTO in PFMS/IFMS Module or through NEFT RTGS after receipt of certificate of completion of work and physical verification of quantity and quality of the work by the Divisional Forest Officer, Dhenkanal Forest Division or any officer authorized by him.
22. 1% (One Percent) of gross bill of the bidder will be deducted towards the labour cess over and above the usual deduction.
23. While making final payment of works TDS for GST and Income Tax will be deducted.

24. The bidder who quoted lowest price would be entertained as be L-1 bidder (Selected Bidder).
25. If two or more valid Tenderers quote equal rate which is lowest are in equal quoted rate then transparent lottery will be held among them in the office of the Divisional Forest Officer, Dhenkanal Forest Division in presence of the contractor or their authorized agents.
26. If the office happens to be closed due to any reason, the date of sale, receipt and opening will be made on the next working day at the same time.
27. Bidders are to submit the TECHNICAL BID (ANNEXURE-II) and FINANCIAL BID (ANNEXURE-III) in a two Separate Sealed Cover quoting price in FINANCIAL BID both the cover to be enveloped in one Cover and dropped in the Drop Box or sent through the Postal or courier service.
28. An undertaking by the tenderer declaring that the documents submitted by him are true to the best of his knowledge and in case any thing contrary arises in future, the tenderer shall remain solely liable for that. (Annexure-IV)
29. The Authority will not be held responsible for any postal delay or other inconvenience during bidding process.
30. The Addendum/Corrigendum if any will be hosted in the district website only and bidders have to access the same from time to time during the bidding process.
31. The intending bidders are required to furnish their e-mail address and cell phone number to inform them any message relating to the tender.
32. The bidder have to deposit their sample of product to be supplied to the office of the undersigned with proper acknowledgement for quality assurance which will be finalized by the committee after opening of financial bids on another date to be intimated later on to the successful bidders in the technical and financial bids.
33. The bidders/ vendors / supplier will have to attend the office of the undersigned on the date intimated later on for checking of quality assurances by the committee.
34. The list of articles put to tender represents a tentative requirement for various forestry management tasks and is subject to procurement based on need and the availability of funds. The purpose of the bid is to empanel a list of bidders for different articles to streamline the procurement process. Selection as a bidder for any article does not guarantee supply, as it depends on the allocation of funds to the Division during the financial year and may change according to the guidelines issued by the Government of Odisha from time to time.
35. The bidder at their own arrangement shall take back the sample along with the accessories after generating of contract. This office shall not take any responsibility for returning of the sample.
36. All legal disputes shall be subject to the jurisdiction of the Civil Court, Dhenkanal


Divisional Forest Officer
Dhenkanal Division

Torch Light

Sl No.	Bid Evaluation Parameter	Marking Systems	Maximum Marks
01	Bidders Experience		
	<p>The Bidder should have supplied Torch Light to any Govt. Department of Odisha, Government for 1 year before the bid opening date along with order value for minimum 100 units of the quantity in a single order.</p> <p>Copies of relevant contracts to be submitted along with bid in support. (Copy of purchase order / supply order /Gem Contract shall be submitted by the bidder for technical qualification). Tampering of Purchase order/ Supply order/ GeM Contract by the seller shall be rejected without assigning any reason thereof.</p> <p>Experience of Bidder(Through valid purchase order or necessary documentation)</p>	<p>More than 10 years = 10 Marks 5 to 10 year = 05 Marks Less than 5 year = 02 Marks No experience = 0 Marks</p>	10
02	Supply order of minimum 1000 nos Torch light in Odisha in last 1 year (April 2024 to March 2025)	<p>More than 1000 units – 20 Marks 500 units to 1000 units sold – 10 Marks Less than 500 units sold – 05 Marks Zero units – 0 Marks</p>	20
03	<p>Technical Presentation</p> <ul style="list-style-type: none"> • Demonstration of the Products specifications and quality • Battery & Torch specification • Other quality of assurance • Suitability of product for use case 		20
Total Marks			50

The bidder shall be required to score at least 35 marks out of 50 marks to qualify for next stage i.e. opening of the financial bids

Gajasathi (Logistics & Equipment – Uniform)

Sl No.	Bid Evaluation Parameter	Marking Systems	Maximum Marks
01	Bidders Experience		
	<p>The Bidder should have supplied Torch Light to any Govt. Department of Odisha, Government for 1 year before the bid opening date along with order value for minimum 200 units of the quantity(uniform) in a single order</p> <p>Copies of relevant contracts to be submitted along with bid in support. (Copy of purchase order / supply order /Gem Contract shall be submitted by the bidder for technical qualification). Tampering of Purchase order/ Supply order/ GeM Contract by the seller shall be rejected without assigning any reason thereof.</p> <p>Experience of Bidder(Through valid purchase order or necessary documentation)</p>	<p>More than 10 years = 10 Marks 5 to 10 year = 05 Marks Less than 5 year = 02 Marks No experience = 0 Marks</p>	10
02	<p>Cumulative Supply order of uniform articles in Odisha in last 1 year (April 2024 to March 2025)</p> <p>Supplemented with supply order/invoice etc.</p>	<p>More than 1000 units – 20 Marks 500 units to 1000 units sold – 10 Marks Less than 500 units sold – 05 Marks Zero units – 0 Marks</p>	20
03	<p><u>Technical Presentation</u></p> <ul style="list-style-type: none"> • Demonstration of the Products specifications and quality. • Other quality assurance • Lead time (from order to delivery) 		20
Total Marks			50

The bidder shall be required to score at least 35 marks out of 50 marks to qualify for next stage i.e. opening of the financial bids

Annexure-I

1	Torch Light (High beam with higher wattage)	Rechargeable High Beam light	- Backup of 5 hours or higher - 1500maH or higher battery - High beam light	Rock light -7145A, Rock Light- 7155, Andslite Tejas or similar models
2	Torch light	Rechargeable	- Backup time for 4-5 hours - 2 watt or higher	Andslite Nano or equivalent
3	Public announcement / Mic system	Rechargeable	Hand hold public announcement system (Portable battery powered)	Ahuja or equivalent
		Vehicle Mounted	Vehicle mounted public announcement system.	Ahuja or equivalent
4	<u>Gaja Sathi</u>			
	T.Shirt	1900 Nos	Polo Cotton Collar shirt with Gaja Sathi logo	Cotton Collared polo shirt with Gaja sathi logo
	Cap	950 Nos	Cap with Gaja sathi logo	
	Water Bottle	950 Nos	Steel Bottle	Stainless steel bottle

TECHNICAL BID

01	Name of the Contractor/Firm	
02	Name of the Owner	
03	Name of the authorized representative	
04	Present address for communication	
05	Contact Telephone No/ WhatsApp No	
06	E-Mail ID	
07	Aadhar Card No. (A copy to be submitted)	
08	PAN Card No. (A copy to be submitted)	
9	GST Registration No. (A copy to be submitted along with GST clearance certificate issued by the competent authority.	
10	Income Tax Returns of Last 3 years ending 2024-25 (Copy enclosed)	
11	GST Returns of Last 3 years ending 2024-25 (Copy enclosed)	
12	Amount of Tender Paper Deposited with receipt No & Dt.	
13	BD No & Date of EMD Amount 1,00,000/- deposited (Original should be attached)	

15	Copy of supply orders in respect of Torch Light, Gaja Sahti Uniform, etc another Division / Office/ Department of last 1 year	
16	Bidder experience certificate (through adequate documentation)	
17	List of documents submitted with Tender Papers	
	a. b. c. d.	

Full Signature of the Tenderer/ Contractor

FINANCIAL BID

(To be submitted in a separate sealed cover by the bidders)

Sl. No.	Item	Specification	Brand, if any	Rate of the article in Rs	Taxes, if any	Transportation charges to Range HQ, if any	Total Cost per unit in Rs(all inclusive)
1							

DECLARATION

I declare that, the particulars furnished above are true to the best of my knowledge and I shall accept all the terms and conditions of this tender without any objections. I have also submitted all the required documents as asked for in the tender process.

Full Signature of the Tenderer/ Contractor

Place :

Date :-

UNDERTAKING

I S/o / D/o / W/o..... AT
..... PO PS..... Dist
..... do hereby undertake that I have read all the terms and conditions of the
Tender Paper and agrees to it and submitted the tender for **procurement of Torch Light &
Gajasathi (Logistics & Equipment- Uniform) items of Dhenkanal Forest Division**. Further, I
undertake that, I do not have any criminal proceedings pending against me and I never
defaulted in any works in previous occasion.

I / We also note that, non-submission of this certificate will render my / our tender
liable for rejection.

Place:

Date:

Signature with seal of the
Tenderer/ Contractor