

APPLICATION - TECHNICAL BID

**For supplying of tiles of (2'X2') size printed with multicolored logo to
District Rural Development Agency, Jharsuguda**

1. Name of the Firm:-

2. Full Address of Registered Office:-

Telephone

No: _____

FAX

No. _____

E-mail Address : _____

3. Full Address of Operating/ Branch Officer:

Telephone

No: _____

FAX

No. _____

E-mail Address : _____

4. Name & Telephone No. of Authorized Officer:-

5. Details of Earnest Money Deposit: BC/BD

No. _____ Cost:- _____

Date. _____ of _____ drawn on

Bank _____

2

6. Details of Cost of Tender Paper: BC/BD

No. _____ Cost:- _____

Date. _____ of _____ drawn on

Bank _____

7. PAN No. (Attach attested copy):

8. TIN No. (Attach attested copy):

9. GST No. (Attach attested copy):

10. Labour Registration No. (Attach attested copy):

11. EPF Registration No. (Attach attested copy):

12. ESI Registration No. (Attach attested copy):

13. Income Tax Return Certificate for the last three Financial Years:

Financial Year	Amount (in lakhs)	Remarks , if any
2016-17		
2017-18		
2018-19		

14. Additional information, if any (Attach Separate Sheet if space provided in insufficient):

15. Submit a sample of specified size of 2 feet X 2 feet with printed multicolored logo on it.

Date:

Place:

Signature of Authorized Person

Full Name:

Seal

2

Declaration

1. I, _____ Son / Daughter / Wife
of Sri. _____ Proprietor
/Director/ Authorized Signatory of the Firm _____,
mentioned above that, I am competent to sign this declaration and
execute this tender documents.

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

2. The information/ documents furnished along with the above application
are true and authentic and to the best of my knowledge and belief. I / We
do hereby undertake that furnishing of any false information/ fabricated
document would lead to rejection of my tender at any stage besides
accruing of liabilities towards prosecution under appropriate law.

Date:

Place:

Signature of Authorized Person

Full Name:

Seal:

APPLICATION -FINANCIAL BID

**For supplying of tiles in specified size printed with multicolored logo
to District Rural Development Agency Jharsuguda**

1. Name of the Firm: _____
2. Cost of the printed tiles of specified size with brand i.e. 2'X2' tile:-

Date:
Place:

Signature of Authorized Person
Full Name:
Seal:

Notes:

1. The total rates quoted by the tenderer should be inclusive of tile, all rates and taxes in force at the time of entering into the contract.

2

TERMS & CONDITION

1. The tender papers completed in all respect should reach the office of the Project Director, DRDA, Jharsuguda, At- DRDA Building (Near Collectorate), Post- OMP Line, Jharsuguda, PIN- 768204 on or before dt:- 11.03.2020 by 3:00 PM through Registered / Speed Post only and shall be opened on the same day at 4:00 PM in presence of the bidders or their authorized representatives.
2. The authorized representatives should have the written letter from the bidder to its effect that is authorized to represent his firm.
3. The Authorized representatives should have the written letter from the bidder to its effect that he is authorized to represent his firm. Any privatization in the prize bid shall lead to rejection of bid.
4. The bidders or their authorized representatives should bring a sample of the tile of 2 feet x 2 feet size printed with multi coloured logo which shall be placed before the tender committee for quality checking on the date of the opening of tender. Non production of the same will lead to rejection of the tender.
5. The tenderer should quote the rate per piece inclusive of tile, all rates and taxes. Any privatization in the price bid shall lead to rejection of bid.
6. The tender paper should accompany with Rs. 2,000 (Rupees two thousand only) towards EMD (refundable) and Rs.100/- (Rupees One hundred only) towards cost of tender paper in shape of BC/BD drawn on any Nationalized Bank at Jharsuguda in favour of "Project Director, DRDA, Jharsuguda" payable at Jharsuguda.

↓

DOCUMENTS TO BE PROVIDED WITH THE TECHNICAL BID

1. Application - Technical Bid
2. Attested copy of registration of the Firm.
3. Attested copy of PAN No./TIN No..
4. Attested copy of the latest IT return filed by the Firm.
5. Attested copy of the Labour registration certificate.
6. Attested copy of the EPF registration letter/certificate.
7. Attested copy of the ESI registration letter/certificate.
8. Certified documents in support of entries in Point. 13 of Technical bid application.
9. Copy of the terms and conditions in Tender Document with each page duly signed and sealed by the authorized signatory of the agency in token of their acceptance.
10. Original BC/BD amounting Rs.2,000/- towards EMD.
11. Computation of Income Statements for the last 3 financial years.

SCOPE OF WORK AND GENERAL INSTRUCTION FOR BIDDERS

1. The District Rural Development Agency, Jharsuguda, requires the services of reputed, well established and financially sound Firms to supply a printed tile with LOGO in specified size under "Ama Gaon Ama Bikash".
2. The tender for supplying of tiles is likely to commence after selection of the tenderer by the selection committee.
3. This DRDA, Jharsuguda has tentative requirement of **560 (Five hundred sixty)** numbers of tiles i.e.(2 feet X 2 feet) for all five blocks of Jharsuguda District. The requirement may increase or decrease in anytime.
4. The estimated cost of the tender is Rs. 2.80 lakhs (Rupees two Lakhs & Eighty thousand) only approximately.
5. The tender document can be downloaded from the official web site of NIC,Jharsuguda i.e. www.jharsuguda.nic.in .The cost of tender paper is **Rs.100/-(Rupees One Hundred)** only payable in shape of BC/BD in favour of Project Director, DRDA, Jhasuguda payable at any Nationalized Bank at Jharsuguda.
6. The interested Firms may submit their tender document complete in all respects along with Earnest Money Deposit (EMD) of **Rs.2000/- (Rupees Two Thousand)** and other requisite documents through Registered/ Speed Post by dt **11.03.2020 upto 3.00 PM** in the following address:-

Project Director,
DRDA, Jharsuguda,
DRDA, Building (Near Collectorate)
At- Beheramal, Po-OMP Line
Jharsuguda, Odisha, PIN-768204.

7. The various crucial dates relating to" **Tender for supplying of tiles in specified size printed with multicolored logo to the District Rural Development Agency, Jharsuguda,** are as below
 - (a) Last date and time of receipt of the sealed Tender documents by Speed Post/Registered Post : **dt 11.03.2020 upto 3.00 PM**
 - (b) Date and time for opening of
 - (i) Technical Bid : dt 11.03.2020 at 4:00 PM
 - (ii) Financial Bid of eligible Tenders : dt 11.03.2020 at 4.00 PM

8. The sealed tender shall be of two bids system i.e. Technical Bid and Financial Bid. The interested agencies are advised to submit two separate sealed envelopes super scribing **"Technical Bid for supplying of tiles in specified size printed with multicolored logo to District Rural Development Agency, Jharsuguda"** and **"Financial Bid for supplying of tiles in specified size printed with multicolored logo to District Rural Development Agency, Jharsuguda"**. Both these sealed envelopes should be kept in a third sealed envelope super scribing **"Bid papers for supplying of tiles in specified size printed with multicolored logo to District Rural Development Agency, Jharsuguda"**.
9. The Earnest Money Deposit (EMD) of Rs.2000/- (Rupees two Thousand) only refundable (without interest), should necessarily be accompanied with the Technical Bid of the service provider in the form of BC/BD drawn in favour of Project Director, District Rural Development Agency, Jharsuguda, **failing which the tender shall summarily be rejected.**
10. The bidding Firms are required to enclose self attested photocopies of the following documents, along with the Technical Bid, failing which their bids shall summarily be rejected and will not be considered any further:
- (a) Registration certificate of the applicants organization.
 - (b) Copy of PAN/TIN card.
 - (c) Copy of GST Certificate
 - (d) Copy of the IT return filed for the last three financial years.
 - (e) Copies of EPF and ESI certificate
 - (f) Copy of Labour registration certificate.
 - (g) Computation of Income statements of last three financial years.
11. **Any conditional bids shall not be considered and will out rightly be rejected at the very first instance.**
12. All entries in the tender form should be legible and filled up clearly. If the space for furnishing information is insufficient, a separate sheet duly signed by the authorized signatory may be attached. **No overwriting or correction is permitted in the Financial Bid form. In such cases, the tender shall be liable for rejection.** However, correction, if any, in the Technical Bid Application must be initialed by the person authorized to sign the tender bids.

13. The Technical bids shall be opened on the scheduled date and time i.e. at **4.00 P.M. on dt 11.03.2020** in the office of Project Director, District Rural Development Agency, Jharsuguda, in the presence of the tenderers or their authorized representatives.

14. The Financial Bid of only those tenderers shall be opened whose Technical bids are found to be in order. The Financial bids shall be opened at **4.00 PM** on dt 11.03.2020 in the office of Project Director, District Rural Development Agency, Jharsuguda in presence of the bidders or their authorized representatives, and anyone who wishes to be present on the spot at that time.

15. The Competent Authority of the District Rural Development Agency, Jharsuguda reserves the right to annul all bids without assigning any reason.