



Forest Department Odisha
OFFICE OF THE DIVISIONAL FOREST OFFICER
JHARSUGUDA FOREST DIVISION

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TENDER CALL NOTICE

Tender Call Notice No. 212 Dated. 10/12/2022

Sub: - Tender Call Notice for Procurement & Installation of Community Aromatic Oil Extraction Unit (304 SS Type) during 2022-23 under District Mineral Foundation (DMF) during 2022-23 raised in Jharsuguda Forest Division.

Sealed Tenders are invited from reputed Dealer / Manufacturer / Individuals for Procurement & Installation of Community Aromatic Oil Extraction Unit (304 SS Type) as required in Jharsuguda Forest Division during the year 2022-23 so as to reach in the O/o the Divisional Forest Officer, Jharsuguda Forest Division on or before **29.12.2022** up to **05.00 PM**.

The application form of Tender containing Technical Bid & Financial Bid information and terms and conditions for Procurement & Installation of Community Aromatic Oil Extraction Unit (SS Type) will be available from 13.12.2022 to 29.12.2022 in the website www.dfojharsuguda.org on deposit of **Rs. 4000/- (Rupees Four Thousand only)** in shape of **Non-Refundable Demand Draft from any State Bank of India in favour of "Divisional Forest Officer, Jharsuguda Forest Division"** towards Tender Paper cost in the sealed bid document should be submitted, failing which the bidding in tender process is liable for rejection.

The last date of submission of sealed tender by the Registered / Speed Post / Courier Service / by hand on **29.12.2022 upto 05.00 PM**. The **Technical bids will be opened on 30.12.2022 at 11.00 AM & Financial Bid will be opened on 31.12.2022 at 11.00 AM** in presence of the bidder or his authorized representatives in the office of the undersigned. The financial bids shall be opened after evaluation of the technical bids by the Tender Selection Committee. Final selection of the bidder shall be done on L1 basis based on cost of the Procurement & Installation of Community Aromatic Oil Extraction Unit (304 SS Type). The undersigned reserves the right to reject any or all tender without assigning any reason thereof.

Divisional Forest Officer,
Jharsuguda Forest Division.

TENDER DOCUMENT

**FOR PROCUREMENT & INSTALLATION OF COMMUNITY AROMATIC OIL
EXTRACTION UNIT (304 SS TYPE) IN JHARSUGUDA FOREST DIVISION, JHARSUGUDA
DURING 2022-23**

It has been decided to procure & install the Community Aromatic Oil Extraction Unit (304 SS Type) by inviting sealed tenders. The Reputed Dealer/Manufacturer/Individuals or Persons expressing interest shall download the tender Application Form, from www.dfojharsuguda.org / www.jharsuguda.nic.in from **13.12.2022 to 29.12.2022 upto 5.00 PM.**

The Cost of the Tender paper of Rs.4000/- (**Rupees Four Thousand only**) shall be deposited in shape of **Demand Draft from any State Bank of India only drawn in favour of the "Divisional Forest Officer, Jharsuguda Forest Division"** payable at State Bank of India of Jharsuguda Branch while submitting the tender.

The Tenderer has to furnish all required documents & rate of the material, Taxes separately in the application form. The tenderer has to submit the **Technical bid and Financial bid in two separate closed covers. Name of the item should be superscribed on the top of the envelope.** The undersigned reserves the right to reject any or all tender without assigning any reasons thereof.

Eligibility:-

1. The invitation to participate in the Tender Document is open to Reputed Registered Dealer / Manufacturer/ Individuals.
2. The Tenderer must not have been banned or black listed by any Government organization.
3. There must not be any adverse action pending against the Tenderer.

- A. Download of Tender Document : 13.12.2022 to 29.12.2022, by 5.00 PM
- B. Last Date for Submission of : 29.12.2022 by 5.00 PM

Sealed Tender Document

- C. Opening of Technical Bid : 30.12.2022 at 11.00 AM
- D. Opening of Financial Bid : 31.12.2022 at 11.00 AM


Divisional Forest Officer,
Jharsuguda Forest Division

LIST OF DOCUMENTS TO BE SUBMITTED ALONG WITH ORIGINAL TENDER PAPERS

1. Detailed address of the Person / Firms / Traders with mobile no. of contact.
2. DD of Rs.4,000/- (Rupees Four Thousand only) drawn from any State Bank of India only in favour of DFO, Jharsuguda Forest Division payable at Jharsuguda towards Tender Paper Cost.
3. Copy of Valid GST Registration Certificate.
4. Copy of valid PAN card.
5. Valid Bank Account Number with details of bank of the Firm/Trader.
6. GST Clearance Certificate of the Firm/Trader for the month October 2022.
7. Income Tax return of Last three years of the Firm/Individuals from 2019-20, 2020-21 & 2021-22.
8. Copy of Work order/Completion Certificate from Government/Private organization of similar nature of work completed earlier.
9. Undertaking regarding complete the installation of community aromatic oil extraction unit at the approved site **within 02 months positively**, failing which the Security Deposit Amount will be forfeited to Government.

SPECIFICATION REQUIRED FOR MATERIAL

(The below mentioned model specifications have been acquired from similar operational units installed in Dist.- Mayurbhanj, State- Odisha)

Sl. No.	Item	Specification
1	VESSEL	304 SS Type
	Raw Material Capacity	500 Kg x 2 nos.=1 Ton
	Vessel Manufacture	304 stainless steel 3 mm thick
	Vapour Sealing	with water seal
	Temperature Meter on the top of the Vessel's lid	1 no.
	Pressure Meter on the top of the Vessel's lid	1 no.
2	STEAM BOILER	Non-IBR Type (500 litre capacity)
	Outer Shell	MS
	Fire Box	MS
	Top Cover & Chimney	MS/GI
	Water tube	Boiler quality tube
	Water gauge	Glass tube
	Pressure gauge	Auto release
	Drain Valve	1" Ball Valve
	Temperature Meter	1 no.
	Pressure Meter	1 no.
3	CONDENSER	304 SS Type
	Type	Shell & Pipe
	Tube	SS 304
	Shell Length	1500 mm
	Shell Moc	SS 304 3 mm thick
4	SEPARATOR	304 SS Type
	Separator Manufacture	SS 304
5	SHELL BASE	
	Shell base	MS
	VALVE	SS ball Valve 80 mm x 2 nos.
	Connecting pipe boiler to shell	SS 304 80 mm OD
	water supply pipe Condenser to boiler	25 mm GI pipe
	Hot Water outlet valve	3/4" Ball Valve 2 Nos.
	Cooling water inlet valve	2" PVC Ball Valve
	Shell Grid	SS 304 (1540 mm Dia x 2 nos)
	Flange	SS 304 76 mm ID 6 Nos.
6	Channel Base Frame & Lifting Structure (M.S Type)	01 Set
7	Trolley & Chain Block for Cages (M.S Type) (01 Ton Capacity)	01 Set

Full Signature of the Tenderer with seal

Place:-

Date:-

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

Place:-

Date:-

ANNEXURE-I

TECHNICAL BID

**FOR PROCUREMENT & INSTALLATION OF COMMUNITY AROMATIC OIL
EXTRACTION UNIT (304 SS TYPE) IN JHARSUGUDA FOREST DIVISION, JHARSUGUDA
DURING THE YEAR 2022-23**

1. Name of the Bidder / Organization _____
2. Detail Address of Bidder _____

3. E-mail ID _____
4. Telephone/Mobile No. _____
5. PAN No. _____
6. SRIN / TIN/ GST No. _____
7. Period of clearance of GST _____
8. Period of IT Return _____
9. Period of Signing warranty agreement for free maintenance (in years) _____

Since the project is of a technical nature, the bidder must have previous minimum experience as mentioned below and must provide supporting documents for the same.

10. He/she must have the ability to supply equivalent quality of equipment mentioned in the specification. Older bills and information of such equipment supplied to other clients may be enclosed in the envelope.
11. Since installation is the bidder's responsibility, he/she must have previous experience of installing these units. Documentary evidence for the same along with names of clients/locations installed at may be enclosed in the envelope.

Certified that the information provided above is true and the organization has never been debarred or black listed by any Government Organization.

Full Signature of the Tenderer with seal

Place:-

Date:-

ANNEXURE-II

(FINANCIAL BID)

**FOR PROCUREMENT & INSTALLATION OF COMMUNITY AROMATIC OIL
EXTRACTION UNIT (304 SS TYPE) IN JHARSUGUDA FOREST DIVISION, JHARSUGUDA
DURING THE YEAR 2022-23**

1. Name of the Bidder / Organization:
2. Detailed Address of Bidder:
3. E-mail ID:
4. Telephone / Mobile No.:
5. Unit Cost of Community Aromatic Oil Extraction Unit (SS Type)
(In Rs.):
6. Admissible Tax per unit cost of material (In Rs.):
7. Installation and other Charges of Community Aromatic Oil Extraction Unit (SS Type)
(In Rs.):
8. Transportation Charges of Community Aromatic Oil Extraction Unit (SS Type) to the site
(In Rs.):
9. Total (Sl No. 5+6+7+8) Financial Bid amount for Community Aromatic Oil Extraction Unit
(SS Type) (Inclusive of all) (In Rs.):

Certified that the information provided above is true to the best of my knowledge.

We agree to supply the above materials in accordance with technical specification for the amount mentioned above within 2 months from the receipt of the work order.

N.B:- I agree to other terms and conditions of the tender and also confirmed I will provide the materials as per the standard specified in the document.

Full Signature of the Tenderer with seal

Place:-

Date:-

TERMS & CONDITIONS FOR PROCUREMENT & INSTALLATION OF AROMATIC OIL EXTRACTION UNIT (304 SS TYPE) DURING 2022-23

1. The Tender document incomplete in any aspect is liable for rejection.
2. **Tender papers received after the last date of receipt due to postal delay or any reason there of will not be accepted and returned back to the concerned tenderer.**
3. The technical bids would first be taken into consideration by a committee. The Technical bids shall be opened on the scheduled date and time in the presence of the bidders or his authorized representatives, if any who wish to be present on the spot at that time. Only one person for each bidder shall be allowed to be present at the time of opening the tender.
4. The Financial Bid of only those tenderers will be opened whose Technical bids are found to be in order. The Financial bids will also be opened on the scheduled date and time in the presence of the bidders or authorized representatives, if any, who wish to be present on the spot at that time. **Final selection of the bidder shall be done on L1 basis based on the quality and cost of the materials.**
5. The competent authority of the Divisional Forest Officer, Jharsuguda Forest Division reserves the right to annul all bids without assigning any reason.
6. The application form can be downloaded from the website www.dfojharsuguda.org / www.jharsuguda.nic.in within the period **13.12.2022 to 29.12.2022 upto 5.00 PM**. In case the application form is downloaded from Govt. website, the applicant shall furnish a non-refundable Demand Draft for an amount of **Rs.4000/- (Rupees Four Thousand)** only towards the Tender Paper Cost along with the application.
7. All the stipulations and terms and conditions of tender documents and notice for Procurement & Installation of Community Aromatic Oil Extraction Unit (304 SS Type), including the **Annexure-I & II** are applicable and must be adhered to. While submitting the tender offers, the tenderers also submit the signed copies of tender documents including the terms and condition in **Annexure-I & II**. The envelope containing the tender offer should be super-scribed "**Tender Offer for Procurement & Installation of Community Aromatic Oil Extraction Unit (304 SS Type) under Jharsuguda Forest Division**" at the top of the envelope and **name, address and mobile number at the left corner of the envelope.**

The stipulations and terms and conditions embodied in the tender document will form a part of the agreement.

8. The successful tenderer shall furnish a **security deposit @ 1%** of the total bid amount in shape of T.D.R / Bank Guarantee duly pledged in favour of the Divisional Forest Officer, Jharsuguda Forest Division, Jharsuguda for faithful implementation of the provisions of the agreement. This Security deposit of the successful tenderer shall be retained at Jharsuguda Forest Division & shall be returned after completion of the delivery of the materials. **If the Tenderer fails to deliver the required quantity of the Community Aromatic Oil Extraction Unit (304 SS Type) in time as per agreement / any alternation in the quality of Community Aromatic Oil Extraction Unit (304 SS Type) found in the field at the time of delivery, then the security deposit shall be forfeited to Government of Odisha.**
9. The cost of materials furnished in the bid document shall be inclusive of installation charges, transportation charges and all Taxes admissible. The rate of successful bidder may be valid for current financial year in which tender has been finalized.

10. The Technical Bid only will be opened on **30.12.2022** at **11.00 AM** & Financial Bid will be opened on **31.12.2022** at **11.00 AM** in presence of the bidder or his authorized representatives in the office of the undersigned.
11. The Tenderer shall execute an agreement with the Divisional Forest Officer, Jharsuguda Forest Division in line with the terms and conditions laid out in the tender document.
12. The tenderer shall complete the installation of community aromatic oil extraction unit at the approved site within **02 months** from the date of receipt of the work order of installation.
13. All payments to the Tenderer including Security Deposit shall be returned / adjusted **after completion of installation** of community aromatic oil extraction unit at the approved site within the period as per agreement.
14. 05 years of Community Aromatic Oil Extraction Unit's warranty agreement & free annual maintenance contract and next 05 year paid annual maintenance contract will be made with undersigned.
15. Rs. 50,000/- will deducted from quoted amount by selected tenderer and deposited in VFDF Account of concerned VSS as warranty security amount, from which 40% amount i.e., Rs. 20,000/- will be released to tenderer after completion of 3rd year and rest 60% i.e., Rs. 30,000/- will be released after completion of 5th year of Installation of Community Aromatic Oil Extraction Unit. The interest amount of warranty security money will be use in the development of concerned VSS.
16. The undersigned reserves 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 and policy of instruction / direction and exigencies.
17. The payment will be made through FTO in PFMS / IFMS Module or through NEFT / RTGS after installation of community aromatic oil extraction unit with good conditions at the approved sites within the period as per agreement, successful trail run, submission of invoice with photographs and verification of unit's specification, quality of materials used in the unit by the Tender Committee/Third Party Agency.
18. All documents and Original Tender Papers should be signed by the Tenderer.
19. The Tenderer must not have been banned or black listed by any Government organization.
20. All the legal disputes shall be subject to the jurisdiction of the Civil Court, Jharsuguda.
21. The addendum / Corrigendum if any will be hosted in the website only.

Full Signature of the Tenderer with seal

Place:-

Date:-

BIDDER'S COVERING LETTER

To,
The Divisional Forest Officer,
Jharsuguda Forest Division
Jharsuguda,
Dist.-Jharsuguda

Subject: Procurement & Installation of Community Aromatic Oil Extraction Unit (304 SS Type)

Dear Sir,

I, the undersigned, offer to participate in the selection process to Installed the Community Aromatic Oil Extraction Unit (304 SS Type) in accordance with your Tender Advt. No. _____ Dated _____. We are hereby submitting our proposal, which includes tender schedule.

I hereby declare that all the information and statements made in this proposal are true and correct and I accept that any misinterpretation contained in it may lead to disqualification of our proposal. Our proposal will be valid for acceptance up to 1 year and I confirm that this proposal will remain binding upon us and may be accepted by you at any time before the validity of the bid.

I hereby unconditionally undertake to accept all the terms and conditions as stipulated in the RFP document. In case any provision of this RFP are found violated, then your department shall without prejudice to any other right or remedy be at liberty to reject our proposal including forfeiture of the full said earnest money deposit absolutely.

I remain,

Yours Sincerely,

Authorized Signatory with Date and Seal:

Name and Designation:

Address of the Bidder:

LETTER OF AUTHORIZATION FOR ATTENDING BID OPENING

Tender No: _____

To,
**The Divisional Forest Officer,
Jharsuguda Forest Division
Jharsuguda,
Dist.-Jharsuguda**

Dear Sir,

**Subject: (Authorization for attending bid opening on..... (Date) in the
Tender for Procurement & Installation of Community Aromatic Oil
Extraction Unit (304 SS Type) in Jharsuguda Forest Division, Jharsuguda,
Dist. Jharsuguda (Tender No: _____ Dtd. _____)**

Following persons are hereby authorized to attend the bid opening for the tender mentioned above on behalf of (Bidder) in order of preference given below.

Specimen Signature
Name of Authorized Person

Order of Preference

- 1.
- 2.

Signature of Bidder
Or
His authorized Representative

Note:

1. Only one representative shall be allowed.
2. Permission for entry to the hall, where bids will be opened, will be refused in case authorization as prescribed above is not produced.