



OFFICE OF THE CHIEF DISTRICT VETERINARY OFFICER; JHARSUGUDA  
AT:- NEAR BIG BAZAR, PO/DIST :- JHARSUGUDA  
EMAIL ID [cdvojsg@gmail.com](mailto:cdvojsg@gmail.com), Mobile No.9668591773



Tender Notice No. 2582 / CDVO (JSG) Dt. 27/10/23

**TENDER CALL NOTICE**

Chief District Veterinary officer, Jharsuguda invite sealed tender for interest experience firm/ agencies/ firms having successful track record on kit bag for farmers for organization of " Matsya O Prani Sampada Mela- 2023" going to be organized by CDVO, Jharsuguda from 17.11.2023 to 18.11.2023 at ground in front of Manmohan Play Ground, Jharsuguda. The request for proposal (RPF) along with detailed specification and eligibility criteria of the said event will be available on the notice board of CDVO, Jharsuguda, District Fisheries Officer, Jharsuguda and Zilla Parishad, Jharsuguda & official website of Jharsuguda [www.jharsuguda.nic.in](http://www.jharsuguda.nic.in) ([http:// Jharsuguda.nic.in](http://www.jharsuguda.nic.in)). The last date for submission of documents and necessary paper as required for supply of kit bagand allied works is on dt. 05.11.2023 at 05.00 PM to the O/o CDVO, Jharsuguda, 756204 by speed post or registered post . In case of any Addendum/ Clarification/ Corrigendum / Extension regarding this tender call notice the same will be published in the above website. Authority reserves the right to accept or reject any tender and to cancel procurement process at any time prior to the award to the contract with assigning any reason thereof. For any clarification related to tender document interest bidder can contact [cdvojsg@gmail.com](mailto:cdvojsg@gmail.com) or

  
Chief District Veterinary Officer  
Jharsuguda

Memo no: 2583 CDVO(JSG)/Dt. 27/10/23

Copy submitted to the District Informatics Officer, NIC, Jharsuguda with a request to upload this tender call notice in the Jharsuguda District website [www.Jharsuguda.nic.in](http://www.Jharsuguda.nic.in) ([http:// Jharsuguda.nic.in](http://www.Jharsuguda.nic.in)) 26.10.2023 for wide publication and timely response by the intending Firm Agencies.

  
Chief District Veterinary Officer  
Jharsuguda

Memo no: 2584 CDVO(JSG)/Dt. 27/10/23

Copy forwarded to the PA to the Collector for kind information of Collector and District Magistrate, Jharsuguda.

  
Chief District Veterinary Officer  
Jharsuguda



## **SECTION II**

### **GENERAL DEFINITION AND SCOPE OF CONTRACT**

#### **1. General Definitions**

- ❖ Department means Fisheries and Animal Resources Development Department, Govt. of Odisha.
- ❖ Government means Government of Odisha.
- ❖ Bid/Tender Inviting Authority is the CDVO, Jharsuguda who on behalf the Government or the funding agencies calls and finalize bids and ensure supply and procurement under this bid document.
- ❖ Tender Evaluation Committee are Committees so constituted by the CDVO, Jharsuguda to decide on the purchase of goods.
- ❖ Blacklisting/debarring - the event occurring by the operation of the conditions under which the bidders will be prevented for a period of 3 years from participating in the future bids of Tender Inviting Authority/ User Institution, the period being decided on the basis of number of violations in the bid conditions and the loss/hardship caused to the Tender Inviting Authority/User Institution on account of such violations.

#### **2. Scope:**

- ❖ The bids are invited for procurement of kit bags for organization of 2 days MAT'SYA O PRANISAMPAD MELA from 17.11.2023 to 18.11.2023.
- ❖ The bidders cannot withdraw their bids after opening of technical bid within the minimum bid validity period and also after accepting the Letter of Award.
- ❖ Withdrawal or non-compliance of agreed terms and conditions after the execution of agreement will lead to invoking penal provisions and may also lead to black listing

### SECTION III GENERAL INSTRUCTION TO BIDDERS

- Sealed tenders are invited to bid system from reputed firms having valid GST Registration for supply of KIT BAGS for the MATSYA OF PRANISAMPAD MELA 2023 to be organized in the Manmohan Play Ground from 17.11.2023 to 18.11.2023.
- The Bidder has to submit sample of the bag for evaluation by the Tender Evaluation committee.
- The bids complete in every respect should reach the O/o the Tender Inviting Authority by 05.11.2023, 5.00 PM Speed Post /Regd. Post/Directly dropped in the drop box.
- Any tender received after the due date & time will be rejected and this Office shall not be responsible for any postal delay.
- The bidder(s) shall have to submit their tender in two separate sealed envelopes, that is one for technical bid by super scribing "**Cover A (Technical Bid)**" & second for "**Cover B (Price Bids)**." The technical Bid and price Bid (or Financial Bid) should be put into a third Cover, which should be super-scribed as "**BID) FOR Supply of KIT BAG for MATSYA O PRAMSAMPADA MELA 2023**" and should be addressed to:

Chief District Veterinary Officer  
At/Po-Jharsuguda  
Pin- 768204

- The Sealed tenders "Cover A" (Technical Bid) submitted by the bidders will be opened in the Office of the CDVO, Jharsuguda on 06.11.2023, 1.30 PM Clock
- The bidders or their duly authorized representative's may remain present during the opening of the tender. However absence of a bidder or his representative will not debar his participation in the bidding process.
- The interested bidders can download the entire Tender Document from the website <https://jharsuguda.nic.in> and submit the tender paper along with required documents and all the requested fees.
- The bidders can deposit Rs 500.00 (Rupees five hundred only) in shape of demand draft at any Nationalized bank in favour of "Chief District Veterinary Officer, Jharsuguda towards cost of a tender processing fees.
- The undersigned reserves the right to reject any or all the tenders without assigning any reason thereof.

**SECTION IV**  
**GENERAL TERMS AND CONDITIONS**

1. The Tender Inviting Authority working in the F&ARD Department, Govt. of Odisha requires CATERING SERVICE for MATSYA O PRANISAMPAD MELA" to be held in the Manmohan Play Ground, Jharsuguda from 17 .11 .2023 to 18.1 I.2023.
2. Rate should be quoted in Indian Currency with paisa in two decimals only against each item as the payments will be made in Indian currencies only.
3. The bidder shall not quote the rate for any item other than the item specified in the list.
4. The GST shall be charged as per the guide lines given by the Finance Dept., Govt. of Odisha /India from time to time.
5. The bidder should have valid PAN & GST registration.
6. The bidder should have valid up-to-date TAX (income Tax & GST) return certificate.
7. The bid shall have a validity' period of 180 days from the date of opening of the technical bid. The bidders can't withdraw their bid after opening of technical bid or after accepting the Letter of Award.
8. The tender documents should be clearly written /typed without any confection, interpolations, and overwriting. Each page of the tender document should bear the dated signature of the bidder and should be clearly numbered.
9. If any information or document furnished by the bidder is found not be misleading / incorrect at any stage, the bid will be rejected.
10. In the event of the last date of submission of bid being declared as a holiday for the purchaser's office, the due date of submission of bids and opening of bids will be the following next working date & same time.
11. The quoted rates should be final and shall not be subject to any escalation during the validity of the bid.
12. The bidder should submit/furnish a certificate to the effect that the price quoted by them is not more than the open market price
13. All legal disputes, if any relating to purchase etc. are subject jurisdiction in the courts of law situated at Jharsuguda or Hon'ble High Court of Odisha
14. If the approved lowest eligible supplier fails to supply items within the stipulated period the Tender inviting authority reserves the right to procure the same from the L2/L3 supplies at LI rate, if they agree to supply at LI approved

rate or negotiated rate and claim the performance security amount by invoking the right conferred in Banker's Guarantee form.

**15. The authority reserves the right to accept /reject all the bids or any part of it without assigning any reason thereof.**

**16. Tender processing Fees and EMD:**

- a) The bidder shall deposit an amount of Rs. 500/- (Rupees Five Hundred only) towards Cost of tender paper and BID processing fee (non-refundable) **in shape of Account payee demand draft/ online transfer.**
- b) The demand daft/online transaction slips of online transfer or Govt. money receipt of Rs.500/- is to be attached with the technical bid document.
- c) An amount of Rs.10,000/- (Rupees Ten thousand) towards BID security through Account payee demand draft fixed deposit pledged to CDVO Jharsuguda/bank guarantee from any Commercial bank need to be submitted along with the bid documents. The BG form should have validity of at least 45 days beyond the BII) Validity period.
- d) The bid security will be returned to unsuccessful bidders without interest. The BID security of successful bidders will be adjusted during the collection of performance security.
- e) Local MSEs only registered in Odisha with the respective DICs, Khadi, Village, Cottage & Handicraft Industries, OSIC, NSIC shall be exempted from submission of EMD, subject to submission of the valid registration certificate from the concerned authority. None of the bidders other than those specified above are exempted from submission of EMD.
- f) The online transfer of money made and A/C payee demand draft can be made in favour of the following bank particulars of Tender Inviting Authority. For online transfers the transaction slip should be attached with the BID documents.

**Chief District Veterinary Officer, Jharsuguda**

**Account No:**

**IFSC Code:**

**SBI Main Branch , Jharsuguda**

**17. Documents to be submitted with the Technical Bid (with Annexure-I in COVER-A):**

SL No	Documents type (To be self -attested and numbered)
1	Forwarding letter in the pad of the firm with check list of following Documents
2	Tender processing fee as mentioned above
3	Earnest Money Deposit (EMD or BID security fee) as mentioned above.
4	Details name, address, telephone, no Fax, e-mail of the firm in the format Annexure-I
5	Copy of PAN CARD & GST registration certificate.
6	Copy of latest GST payment receipt
7	Copy of latest IT return
8	Proof of registered Office/outlets in Odisha
9	Declaration for not being blacklisted by any Govt. institution in Annexure-III
10	Declaration that price quoted by them is not more than the open market price in Annexure-IV.
11	Copy of 1" page of bank pass book or a cancelled cheque as proof of Bank account details.

**18. COVER-B (PRTCE BID)**

- a. The tender format giving the quoted rate for the items required should be sent in a separate sealed cover hereinafter called Cover "B" (price Bids) format at Annexure-IV.
- b. Cover-B (Price Bid) will be opened only of the bidders who qualify in evaluation of Technical Bid (Cover-A) by the Tender Evaluation Committee.
- c. The Price Bid should be quoted inclusive of insurance, packing forwarding, transportation installation and inclusive of GST (mentioned separately) if any.
- d. The bid shall be valid for a period of 180 days from the date of opening of the bid.
- e. The quoted rates shall be final and shall not be subject to any escalation during the bid validity period.

**19. Evaluation:**

- a. The technical bids will be opened and evaluated by the Tender Evaluation Committee at the prescheduled date and time mentioned in the Tender document and will be evaluated by the Technical parameters set out at Section IV-21.

- b. A representative sample for which the price is quoted by the bidder should mandatorily be submitted along with the bid document. In the absence of sample the financial bid will not be opened.
- c. Such samples submitted by bidder will be evaluated by the Tender Evaluation Committee and marks will be awarded as the criteria.

Sl	Parameters	Maximum marks
1	Aesthetic look of the product	5
2	Fineness/Finish/ Expected durability of the material used	5
3	Stitching of the bag	5
4	Overall utility	5
TOTAL MAXIMUM MARKS		20

Sample evaluation score (SE Score) of the bidder will be calculated as:

$$\text{SE Score} = \frac{\text{Marks awarded} \times 100}{\text{Maximum Marks}}$$

- d. Following technical bid and sample evaluation the financial bids will be opened and a comparative statement will be prepared. Out of the comparative statement the Financial Bid score will be calculated as:

$$\text{Financial Bid Score} = \frac{\text{Lowest quote} \times 100}{\text{Bidder's Quote}}$$

- e. The successful bidders will be selected on the basis of LCBS method (lowest Cost Based Selection) in the Financial bid evaluation based on the final LCBS score of the bidder which will be calculated by giving 20% weightage to SE Score and 80% weightage to Financial bid score:

$$\text{Final LCBS Score of the bidder} = \text{SE score} \times 0.20 + \text{Financial Bid score} \times 0.80$$

In all the calculations decimals up to 4 digits will be taken into consideration.

- f. If the approved lowest eligible supplier fails to supply items within the stipulated period. to meet the need, the tender inviting authority reserves right to procure the same from the L2/L3 supplier at L1 rate, if they agree to supply at L1 approved rate or negotiated rate and claim the performance security amount by invoking the rights conferred in Bankers Guarantee form.

## 22. Delivery

- a. **The approved firm has to deliver 1000 kit bag after printing of the name of the Mela with log and mascot to the office of the Tender Inviting Authority within 7 days of receipt of letter of Award and executing agreement with the Tender Inviting Authority.**

23. **Payment:**  
After completion of delivery and all formalities mentioned above, 100% payment shall be made by the CDVO Jharsuguda through electronic transfer.
24. **Penalties:** Violation of any term and condition laid down as above shall make liable the bidder to have the forfeiture of performance security and to be blacklisted.
25. All legal disputes, if any relating to purchase etc., are subject to jurisdiction in the courts of law situated at Jhasuguda or the Hon'ble High Court of Odisha.

## **SECTION V SCHEDULE OF REQUIREMENTS**

- Kit bag for farmer's participants in the MATSYA O PRANISAMPAD MELA.
- Quantity Required 1000 pieces
- Bag should be of high-quality material and well stitched.
- Should be decent looking.
- Should have a minimum dimension of 15 inches long and 12 inches wide
- Made up of high-quality Jute.
- Should have fine durable inner liners and quality Zips
- Should have sturdy handles for carrying and detachable strap for hanging on the shoulders.
- It has to be printed with Name of the Mela and logo and Mascot at the cost of the bidder (to be provided by the Tender Inviting Authority to successful bidders.
- A representative sample for which the price is quoted by the bidder should mandatorily be submitted along with the bid document. In the absence of sample the financial bid will not be opened.
- Such samples submitted by bidder will be evaluated by the Tender Evaluation Committee and marks will be awarded.
- Should provide I card for participant ,pad pen

**Tender Inviting Authority.**

**COVER-A Annexure-I**  
**Technical Bid (Pl see Section IV-21)**  
**(To be filled in & returned with all the documents DULY SELF-ATTESTED)**

SL No	Documents type to be submitted
1	Forwarding letter in the pad of the firm with all the relevant documents
2	Details of name of the firm and address (Registered Office and Operating Branch) Office: Residence: Mobile: e-mail-Id:
3	Details of Tender Processing Fee
4	Details of amount of Earnest Money Deposit
5	GST Registration number(Enclose Photo copy of PAN)
6	Income Tax Account No. (Enclose Photo copy of PAN)
7	Copy of Latest GST payment receipt.
8	Copy of latest IT returns.
9	Declaration for not being back listed.
10	Declaration for price quoted not more than open Market Price.
11	Banks details: Bank Name, Account No. IFSC Code (Copy of Pass Book/ Cancelled Cheque)

**DECLARATION**

- I.....Son/ Daughter/ Wife of  
Shri.....Proprietor/ Partner/ Director  
authorized signatory of the agency mentioned above state that I am competent to sign  
this declaration and execute this tender documents.
- I have carefully read and understood all the terms and conditions of the tender and  
undertake to abide by them.
- The information/ documents furnished along with the above application are true &  
authentic 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.

Place

Date

**Signature of Authorized person**

**Full Name:**

**Seal**

**Annexure-II**

**DECLARATION for not being black listed**

I/We.....(Name & Designation) having My/our firm at.....do hereby declare that I/We have carefully read all the term & conditions of tender of the Chief district Veterinary Officer, Jharsuguda, Odisha for supply of Veterinary Medicines for use in veterinary Institution and MVUs of Jharsuguda District. I will abide with all the term & conditions set for in the tender paper Reference No.....

I/We do hereby declare that I/We have not been de-recognized/debarred/black listed by any State Govt. Union Territory/ Govt. of India/Govt. organization Govt. Veterinary institutions for supply on Non-Standard Quality (NSQ) items/ part-supply/non-supply.

That, I am not a defaulter in supply of any items to Chief District Veterinary Officer, Jharsuguda, Odisha, or any other indenting officers of the State of Odisha after being Lowest responsive bidder in past three years.

I/We do hereby declare that I/We will supply the approved items as per the terms, conditions & specifications of the tender documents. I/We further declare that my/our performance security deposit will be forfeited if I/we fail to supply any item after getting order from the purchaser. I/we further declare that we will supply the ordered items manufactured only by the manufacturers as mentioned in the bid documents.

I/We agree that the Tender inviting Authority can debar/ blacklist me/us for period of 3 years. If, any information furnished by us is proved to be false at the time of inspection verification and is not complying with the Tender terms & conditions.

Signature of the bidder

Date:

Name & Address of the Firm:

Affidavit before Executive Magistrate/ Notary Public

### Annexure-III

#### DECLARATION FOR LOWER THAN MARKET PRICE

We, M/S.....who is a manufacturing unit wholesaler/distributor /C &F agent declare that price quoted by us is not more than the open market price or also under GeM Rate Contract/CGHS/NPPA or rates fixe by Govt. of India where such rate exists.

**Signature of Proprietor/ Authorized Person  
With seal of**

**Name of the Manufacturing Unit/ Wholesaler/  
Distributor C & Agent**

COVER -B

ANNEXURE-IV

#### Financial Bid

Agency/ Firm Name

Address

Sl No	Name of the Item	Quoted Base Price per piece along with printing	GST	Total Price In Rs.
1	Kit Bag			

(Total Rupees \_\_\_\_\_)

N.B: 1) The price quoted should include printing of Name of the Mela, dates and logo and Mascot of the Mela (to be provided by the Office to the Successful bidders).

2) The bidder shall deliver the product after completion of the printing job to the Tender inviting Authority.

Place:

Date:

Signature of Authorized Person

Full Name:

Seal