



OFFICE OF THE CDM&PHO-CUM- DISTRICT MISSION DIRECTOR, NHM, JHARSUGUDA.
District Programme Management Unit (DPMU),NHM, Dist Headquarter Hospital,
At: Malimunda, Post: OSAP Lane, Dist: Jharsuguda – PIN: 768204 (Odisha)
E-Mail: dpmujha@nic.in

Letter No. 3193 / NHM /FIN /24

Date: 14/11/2024

To

The Editor, Sambad (Through the Local Corrospondences, Jharsuguda)
The Editor, Samaj (Through the Local Corrospondences, Jharsuguda)

Sub: Publication of the advertisement.

Sir,

Please find here with a specimen copy of the advertisement for Publication of the same in your daily newspaper (One time) by dt.15.11.2024, Consuming minimum space and submit the bill as per I&PR rate along with a copy of the supplement to the undersigned within 7 days for payment.

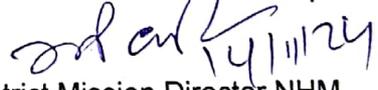
Yours faithfully,


CDM & P HO cum District Mission Director NHM,
Jharsuguda

Memo No. 3194 /24

Date: 14/11/2024

1. Copy to the DeGM, Collectorate, Jharsuguda for information with a request to publish the same along with the enclosers (enclosed herewith) in the district website of Jharsuguda district for information of the public for the above period.
2. Copy to the Head clerk ,O/o the CDM&PHO,Jharsuguda information & necessary action.
3. Copy to all the Members of the Purchase /Tender committee for information with a request to attend the meeting as per the schedulde date,time &venue


CDM&PHO cum District Mission Director NHM,
Jharsuguda

ZILLA SWASTHYA SAMITI, JHARSUGUDA

Office of the CDM&PHO- cum- Dist. Mission Director, Jharsuguda, Odisha, 768204.

No. 3193 / NHM /Fin 24

Dt: 14/11/2024

Tender Call Notice

Sealed tenders are invited from the interested eligible bidders for Supply of Office Stationary & Cleaning Materials under NIRMAL of the ZSS Jharsuguda as per the specification given in the tender paper. The sealed tender papers will be received at the O/o: The CDM & PHO cum District Mission Director, Jharsuguda, DHH, Jharsuguda on any working day till 09.12.2024 up to 5.30 pm through speed post/registered post only. The same will be opened on 11.12.2024 at 11.30 A.M in the office chamber of CDM&PHO in presence of bidders/their authorised representatives .The undersigned will not be held responsible for any kind of postal delay .The undersigned reserves the right to accept or reject any or all the tenders without assigning any reason thereof. The detailed terms & conditions along with bid documents is available in the website <http://jharsuguda.odisha.gov.in>.

Sd/-

CDM &PHO cum District Mission Director, NHM,
Jharsuguda

SECTION-I

DATE & TIME OF TENDER SUBMISSION & FINALISATION

RFP No. 2193 CDM & PHO/JSG/2024-25

Date: 14.11.2024

TENDERS ARE INVITED FROM THE INTERESTED ELIGIBLE BIDDERS FOR SUPPLY OF OFFICE STATIONARY & CLEANING MATERIALS UNDER NIRMAL FOR THE ZSS JHARSUGUDA.

1	Period Availability of RFP Document	From 15.11.2024 to 09.12.2024 (Downloadable from website: www.jharsuguda.nic.in)
2	Last date for submission of Tender & address	Date:- 09.12.2024 Time: 5.30 P.M Office of the CDM&PHO-CUM- DISTRICT MISSION DIRECTOR, NHM, JHARSUGUDA, District Headquarter Hospital, At: Malimunda, Post: OSAP Lane, Dist: Jharsuguda – PIN: 768204 (Odisha) (Through Speed Post / Registered post only)
3	Date, time and place of opening of Tender (Technical Bid)	Date: 11.12.2024, Time-11.30 A.M. Place of Tender Opening: O/O CDM &PHO, Jharsuguda (Bidders / authorized representative may remain present at the time of opening of tender)
4	Date, time and place of opening of Tender (Financial Bid)	Place of Tender Opening: Only technically qualified bidder will be communicated through registered e-mail id given as per Annexure 1 (RFP)

see enl
14/11/24

SECTION-II

TENDER DOCUMENT FOR SUPPLY OF OFFICE STATIONARY & CLEANING MATERILS UNDER ZSS-, JHARSUGUDA

1. Sealed tenders are invited from eligible bidders for supply of office stationery & cleaning materials under NIRMAL to the ZSS, Jharsuguda for a period of one year on annual rate contract basis.
2. The tender should be submitted in two parts i.e. Technical bid (Cover-A) and Price bid (Cover-B). Each bid to be submitted in separate sealed envelopes super-scribed as Technical Bid (Cover A) & Price Bid (Cover B) respectively. These two envelopes should be put in another envelope marked as "Tender for Supply of Stationary & Cleaning materials under NIRMAL in reference to adv. no 3193."

The tenders should be addressed to:

The CDM & PHO, Jharsuguda,
District Head Quarter Hospital,
Near Black Diamond,
Malimunda, OMP Lane,
Jharsuguda, 768204.

Terms & Conditions

1. The Bidder should have GSTIN with Last quarter GST Return copy & PAN.
2. Tender Paper Cost of Rs.1000/- (non-refundable).The DD in favour of ZSS MISCELLANEOUS ACCOUNT payable at Jharsuguda and EMD of ₹.10000/- (Refundable).The DD in favour of ZSS MISCELLANEOUS ACCOUNT payable at Jharsuguda, which shall be refunded to unsuccessful bidders without interest after finalisation of the contract.
3. The Average Annual Turnover of the bidder must not be less than Rs.15,00,000/- (Rupees Fifteen Lakhs) Only during the last three financial years (i.e. 2020-21, 2021-22 & 2022-23). The bidder has to submit the copy of duly certified by the Chartered Accountants with UDIN number.
4. The Bidder must submit the Income Tax return for last three years i.e. 2020-21, 2021-22 & 2022 - 23.
5. The technical bid are to be opened by the purchasing Authority at the first instance and at the second stage financial bids of only the technically acceptable offers should be opened for further evaluation and ranking before awarding the contract.
6. The Proprietorship / Firm will have to submit an Affidavit (On original Non Judiciary Stamp Paper of Rs.20/-) in the technical bid with the following clauses:-
 - a) I have not been debarred by any Central/Sate Government organization/Bodies for the last 3 years.
 - b) I have not committed any offence under the Prevention of Corruption Act 1988.
 - c) The Indian Penal code or any other law for the time being in force, for causing any loss of life or property or causing a threat to public health as part of execution of a public procurement contract.
 - d) The CDM & PHO, Jharsuguda will have no liability regarding transportation, loading and unloading of material and all the material ordered, shall be delivered at the designated place in good condition. The defective or damaged material if any will be replaced by our organization.
 - e) Our organization agrees to a bid by all terms & conditions of the Tender.

[Handwritten signature]
14/11/24

7. The bidders should not quote any other brand which is not mentioned in the list of items mentioned at Part-II & III.
8. The suppliers shall also ensure that the quality and quantity has to be as per the supply order and approved rate contract.
9. The supply of items shall be made as per the instructions mentioned in supply order from this Office of the CDM&PHO, Jharsuguda and supplier shall submit the bill for payment at the approved rate in respect to the quantity of items supplied.
10. Contract should ordinarily be awarded to the lowest evaluated bidder whose bid has been found to be responsive and who is eligible and qualified to perform the contract satisfactorily as per the terms & conditions incorporated in the corresponding bidding documents. When the lowest bidder declines to supply the good for any reasons, the evaluation committee may invite the second lowest bidder for negotiation at the prices quoted by the lowest bidder. If the negotiation with the second lowest bidder fails, the procuring authority shall cancel the bid and invite fresh bid.
11. For any dispute, decision of CDM & PHO, Jharsuguda, shall be final.
12. All legal disputes are subject to the jurisdiction of Jharsuguda district court only.
13. The CDM & PHO, Jharsuguda reserves its right to accept or reject any or all tenders or any part thereof without any liability to communicate any reason thereof.

Sd/-
CDM &PHO, Jharsuguda

TENDER FORMAT

Part -1

**(Technical Bid)–Cover-A
(To be furnished in Cover A- Technical Bid)**

1	Name of the Organization	
2	Address of the Organization	
3	Telephone number of Organization	
4	Valid official email address.	
5	IT returns for Last 3 years (2020-21,2021-22 & 2022-23)	(Photocopy to be attached)
6	GST registration	(Photocopy to be attached)
7	Average Annual turnover for the year 2020-21,2021-22 & 2022-23	(As for format Part-IV)
8	PAN No.	(Photo copy to be attached)
9	Draft number and date of the Tender Document Cost of Rs.1,000/- (Non-Refundable)	(Draft to be submitted)
10	EMD of Rs.10,000/	(Draft to be submitted)
11	Affidavit regarding not been Blacklisted	(Affidavit in original Non Judiciary stamp paper of Rs.20/-) certified by Notary with clauses as mentioned in clause no.6 of the terms & conditions)

DECLARATION

I / we hereby certify that the terms and conditions, specification etc. given with the tender notice have been read carefully and accept able to me / us and that the information furnished above is full and correct to the best of by /our knowledge. I / we understand that in case of any deviation in the above statement / furnishing of forged documents etc. at any stage, our Firm/Agency will be black listed and will not have any dealing with your organization in future.

(Signature and seal of the authorized signatory)

Place:

Seal

Date:



TENDER FORMAT**Part-II****(Price Bid)-Cover B****(To be furnished in Cover B-Price Bid)****Office Stationery Items**

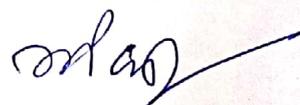
Sl. No.	Name of the Items	Specification	BRAND	Rate (Rs.) inclusive GST
1	Arch File Card Board With Lever (14"x10")	Per Piece	Skilla/Trio/Rajdoot	
2	Arch file Plastic 2-D Ring Binger (25MM)	Per Piece	Skilla/Trio/Rajdoot	
3	Pencil Cutter	Per Piece	Natraj/ Cello/Apsara	
4	Cello tape Dispenser	Per Piece	Cello/Omega/Kores	
5	Drawing Sheet full size	Per Piece	JK/Image/Modi	
6	Plastic Folder (Full Scape) with single bottom	Per Piece	Kolornine/Aris	
7	Plastic Folder (Full Scape) Clear Bag with single bottom	Per Piece	Kolor/Aris	
8	Plastic Folder Two Packet (Full Scape) with single Bottom	Per Piece	Ninekn-412F/Aris	
9	Folder Executive (Full Scape)	Per Piece	Kolornine/Polo	
10	Executive Folder Leather Finish	Per Piece	Kolornine/Polo	
11	L Folder A4 each	Per Piece	World one/Kea/Saya	
12	Pen (MRP-5/-)	Per Piece	Flair/ Elkos/ linc/ Reynolds	
13	Pen (Use & Throw) per piece	Per Piece	Flair/ Elkos/ linc/ Reynolds	
14	Pen MRP 10/-	Per Piece	Flair/ Elkos/ linc/Reynolds	
15	Pen MRP 30/-	Per Piece	Flair/ Elkos/ linc/Reynolds	
16	Pen MRP 60/-	Per Piece	Flair/ Elkos/ linc/Reynolds	
17	Pencil (10 Pieces) Per Pkt	Per Piece	Natraj/ Apsara	
18	Pencil Battery AAA per piece	Per Piece	Duracell/Eveready	
19	Pencil Battery AA per piece	Per Piece	Duracell/ Eveready	
21	Writing Pad, Pages 300 70GSM size 14x21.6cm. Spiral per piece	Per Piece	Navneet /Classmate/ Luxar	
22	Writing pad, 160 pages 70GSM spiral size14x21.6cm.singleruledper piece	Per Piece	Navneet /Classmate/ Luxar	
23	Writing pad 100 pages70 GSM spiral size25x17.6cm.single ruled per piece	Per Piece	Navneet /Classmate / Luxar	
24	Writing Pad 70 pages spiral 70GSM size14.8x21cm single ruled per piece	Per Piece	Navneet /Classmate/ Luxar	
25	Writing Pad General 70GSM 40PAGES -General per piece	Per Piece	Navneet/Classmate/ Luxar	
26	Cover File poly coated per piece	Per Piece	Ashoka/ Swasti/ Lotus	

(Signature and seal of the authorized signatory)

Part-III
(Price Bid)-Cover B
(To be furnished in Cover B-Price Bid)
Cleaning Materials under NIRMAL

SL.	NAME OF ITEMS	Qty	BRAND	Rate(Rs.) incl GST
1	Glass & plastic surface cleaning liquid(500 ml)	1 Bot	Colin/ Born good/ Vooki	
2	Floor Polish 500 ml(Wooden)	1 Bot.	Zimmer Aufra / Nature Care/Auto Groom wooden shine	
3	Door Mat plastic Grass type (rate per sq.)	1 square feet	Sai Praseed / Hbm Pvc / FKIPKART GRASS	
4	Detergent Powder (per KG)	1 Kg	Surf Excel/Tide/Wheel	
5	Liquid toilet cleaner 1Liter each	1 Ltr	Harpic / Domex /Shivas	
6	Hit Spray 200ml each	1 bot	Black Hit/ Baygoan Max/ Mortein	
7	Liquid soap 500ml (Bottle with spray) each	1 Bot.	Savlon/ Dettol/ Vastvik	
8	Floor cleaning liquid / Phenyl 5 Litre	5 Ltr	Lizol / White Phenyl(Nimyle)	
9	Drain Opener (Large & Small)	1 Pkt	Drain Buster/ fenex/ Dranex	
10	Liquid Hand Wash Refill Pouch (750ml) each	1 Pkt	Dettol/ Savlon/ Sure Gaurd	
11	Acid (Toilet Cleaning Acid Grade) I Litre	1 Bot.	Acid/ Toilet Cleanor/Helper	
12	Mosquito Repelling Liquid 60 days each	1 Pkt	Good Knight/ Mortein/ All Out	
13	Mosquito Repelling Machine each	1 pkt	Motrin/ Maxo/ All-out altra	
14	Naphthalene balls	1 Pkt	Premium/ Paradise/bb home	
15	Room Freshener :	1 Pc	Premium/ Odnil/ Godrej	
16	Air Freshener: Glade Lemon Gel 70gm. each	1 Pc	Glade Lemon/ Glallo	
17	Hospital grade Phenyle	1 Ltr	Premium/ Chetak/ Gainda	
18	Urinal Cubes	1 Pkt	Premium/ Cleanzo/	
19	Floor/dish cleaner 1 Litre	1 Ltr	Taski R2/ Lizol	
20	Multipurpose cleaning liquid 1 Litre	1 Ltr	Taski R2/ Lizol	

(Signature and seal of the authorized signatory)



PART-IV

To be furnished in the technical proposal)

ANNUAL AVERAGE TURN OVER STATEMENT

(To be furnished in the letter head of the Chartered Accountant)

The Annual Turnover of M/s _____ for the last 3 financial years are given below and certified that the statement is true and correct.

Sl.	Financial Year	Turnover in Rs.
1	2020-21	
2	2021-22	
3	2022-23	
Average Annual Turnover in Rs.		

Date:

Signature of Chartered Accountant

Place:

(Name in Capital)

Seal

Membership No.:

UDIN:

Note:

- 1) To be issued in the **letter head** of the Chartered Accountant with membership No. & UDIN.

