



**OFFICE OF THE DISTRICT WELFARE OFFICER,
JHARSUGUDA
COLLECTORATE, JHARSUGUDA
E-Mail: dwojharsugudaows@gmail.com**

No. 2665/ SSD

Dt. 06.12.2025

To

The Director ,I&P.R.
Lok Sampark,Bhawan,Bhubaneswar
E-Mail: ipr.advt@gmail.com/iprnews@gmail.com

Sub: Publication of the advertisement.

Sir,

Please find herewith the specimen copy of the advertisement for publication of the same in the Jharsuguda edition of two nos of widely circulated odia dailies (One time) by 08.12.2025 sparing minimum space with legible font size and provide the bill as per I&PR rate along with a copy of the supplement to this office within 7 days for payment.

This is for favour of your kind information and necessary action.

Yours faithfully,

[Signature]
06.12.25
District Welfare Officer,
JHARSUGUDA

DISTRICT WELFARE OFFICE, JHARSUGUDA

No. 2663/SSD.

Dt. 06.12.2025

Tender Call Notice

Sealed tenders are invited from the interested eligible bidders for Supply of Sweaters and Caps for SSD Hostel of Jharsuguda District. The details are available in the website <http://jharsuguda.odisha.gov.in>.

Last date: 22.12.2025, 4.30 P.M.

Sd/-
District Welfare Officer, Jharsuguda

Memo No: 2666/ SSD

Dt. 06.12.2025

1. Copy alongwith the detail Tender Call Notice to DeGM, Jharsuguda with a request to publish the same alongwith enclosures (Enclosed herewith) in the district website for wide publication.
2. Copy forwarded to PA to Collector for kind information of Collector, Jharsuguda.

[Signature]
06.12.25
District Welfare Officer,
JHARSUGUDA





**OFFICE OF THE DISTRICT WELFARE OFFICER,
JHARSUGUDA
COLLECTORATE, JHARSUGUDA
E-Mail: dwojharsugudaows@gmail.com**

No. 2664/ SSD Dt. 06.12.2025

Tender for supply of Sweaters and Caps

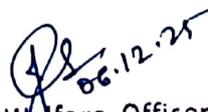
1. The Bidders may download the Tender Documents directly from the official website of Jharsuguda District i.e. www.jharsuguda.nic.in. No tender documents will be sold in the office of the undersigned. Tender paper cost of Rs.5000/- (Five Thousand, Non-refundable) by way of Demand Draft drawn in favour of DISTRICT WELFARE OFFICE, JHARSUGUDA payable at SBI, Jharsuguda Main Branch must be enclosed along with the Technical Bid.
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 envelop marked as "SWEATERS and CAPS" in reference to Tender Call Notice No. _____
4. E.M.D Rs. 50,000/- (Fifty Thousand) only for supply of Sweaters & Caps. must be deposited by the bidder in shape of separate demand drafts drawn in favour of DISTRICT WELFARE OFFICE, JHARSUGUDA. In case of any bid amendment and clarification responsibility lies with the bidders to collect the same from the Jharsuguda district website before last date of submission of tender document. District Welfare Officer, Jharsuguda shall have no responsibility for any postal delay / omission on part of the bidder.
5. The last date & time of submission of Tender bid Documents: - Dt 22.12.2025, 04.30 PM. Date & time of Opening of Bids - Dt. 23.12.2025, 11.30 A.M. onwards.
6. The bidders have to submit their proposal(s) to the O/o: The District Welfare Office, Jharsuguda, Proposal(s) complete in all respect should reach to the O/o undersigned on or before 22.12.2025, 04.30 P.M. through Regd./Speed post and the same will be opened on 23.12.2025 at 11.30 A.M. The undersigned reserves the right to accept /reject any or all the tender(s) without assigning any reason thereof

The bid shall be summarily be rejected if the bidder changes or alters any clause or Annexure of the bid document downloaded from the website.

The undersigned reserves the right to postpone/accept/reject or cancel any or all the bids without assigning any reason thereof at any stage. No telephonic correspondence in this regard shall be entertained.

The tender should be addressed to

**The District Welfare Officer, Jharsuguda,
Collectorate Building, 2nd Floor, Po- OMP Line
Jharsuguda-768204, Odisha**


District Welfare Officer
JHARSUGUDA



ELIGIBILITY CRITERIA

The Bidders must fulfill the following eligibility criteria to participate in the tendering process: -

- 1.1 Manufacturing units/Authorized Distributer/Suppliers are eligible to participate in the tender provided; they have
- (i) Valid manufacturing license of the manufacturer or duly acknowledged renewal application with old license issued by the state licensing authority/central licensing approving authority. Must have Manufacturer's Authorisation Certificate in case the bidder is an Auth. Distributor/ supplier.
 - (ii) Valid GMP & ISO Certificate in case of manufacturer.
 - (iii) Proof of annual turnover of ₹ 50,00,000/- (Fifty Lakh) or more in each for last three (3) financial years. i.e. 2022-23, 2023-24 & 2024-25 duly certified by Chartered Accountant.
 - (iv) Valid GST Registration Certificate.
 - (v) **Declaration**-Bidder shall not be blacklisted either by the Tender inviting authority or by any state Govt. or Central Govt. Organization.
 - (vi) The past experience of supplying at least three financial years. i.e, 2022-23, 2023-24 & 2024-25. to District/Govt Institution.
 - (vii) GSTR -3B for last three months.
 - (viii) Valid PAN Card.
 - (ix) Income tax return for the F.Y. 2022-23, 2023-24 & 2024-25.
- 1.2 Required tender paper cost & EMD.

The following documents should be enclosed in Cover "A" (Technical Bid) by the bidder. All the photocopies are to be self-attested.

Tender Document: Tenders are to be submitted in two separate bids:

1. Technical Bid (Cover A)

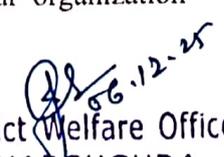
2. Price Bid (Cover B)

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 Sweaters & Caps" separately along with Name and Address of the Bidder and be sealed properly

Technical Bid:

The Technical Bid shall comprise of the following documents: -

1. EMD of ₹50000/- (Fifty Thousand) only in the form of D.D in favour of District Welfare Officer, Payable at SBI, Main Branch, Jharsuguda.
2. Cost of Tender paper of ₹5000/- (Five thousand) in the form of D.D in favour of District Welfare Officer, Payable at Jharsuguda.
3. Tender Document duly signed by Authorised Signatory of the firm (on each page) with seal.
4. The firm will have to submit an affidavit (on original stamp paper of Rs.20/-) in the technical bid with the following clauses: -
 - a) I have not been debarred by any Central/State Government organization/Bodies for the last 3 years.
 - b) I have not committed any offence under the Prevention of Corruption Act 1988 or 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.
 - c) The DWO, 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 shall be replaced by our organization immediately with same or better-quality product.
 - d) our organization agrees to a bid by all terms & conditions of the Tender.


District Welfare Officer
JHARSUGUDA



5. Undertaking as per Annexure-I.
6. Check List as per Annexure-II.
7. Cover A – Technical Bid as per Annexure III.
8. Manufacturer's Authorization Details as per Annexure IV.
9. Average Annual Turnover details as per Annexure V.
10. Cover B – Price Bid as per Annexure VI.

Price Bid:

1. Should be submitted in a separate sealed envelope super-scribing "Price Bid" along with the name and address of the bidder.
2. The prices quoted must be inclusive of all charges & freight if any including GST. Annexure-VI
3. Price quoted should be in Indian currency. (INR)

TERMS AND CONDITIONS

1. The Bidder must have average annual turnover amounting of ₹ 50, 00,000/- (Fifty Lakh only) for supply of **Sweaters & Caps** in last three financial years i.e. 2022-23, 2023-24 & 2024-25 Proof of the same must be submitted in the Technical Bid duly certified by the Chartered Accountants.
2. Income Tax return for the year 2022-23, 2023-24 & 2023-24 must be submitted.
3. Bidder should submit authorization letter by the manufacturer if he is an authorized distributor/Dealer.
4. The prices quoted must be inclusive of all charges & freight if any including GST.
5. Tender should be on the firm's letterhead and submitted in a sealed envelope super-scribed as Tender Notification No and item description.
6. Full Postal Address, Phone No., Mobile No., and valid E mail ID etc. should be mentioned by the bidder clearly in the bid document.
7. GST and PAN No. etc. should be mentioned and self-attested copies of the same must be enclosed along with the tender document.
8. All the items should be delivered at the hostel sites to the concerned Head Masters (Details will be provided in the work order). Packing, insurance, transport and any other incidental expenditure involved with the supply shall be borne by the Bidder and must not be claimed for reimbursement later on.
9. Settlement of Bill shall be made after complete supply of items. No payment shall be made on part supply. No advance payment shall be made. Bills should be submitted in Triplicate & every bill shall mention the respective purchase order numbers.
10. Delivery period will be 4 weeks from date of despatch of Supply order.
11. Penalty Clause: - If the Successful Bidder fails to execute the supply order within the stipulated period (4 weeks from date of despatch/e-mail of supply order), penalty of 5% of the value of order per week or a part of the week will be levied. The maximum penalty for late supply shall not exceed 10% of the total value of orders.
12. The E.M.D shall be refunded to the unsuccessful bidders upon written request of the same without interest after finalisation of the contract.
13. Tender will be opened in the presence of the bidders or their authorised representatives at District Welfare Office, Chamber, Jharsuguda. If any of the dates happens to be declared a holiday, the last date of submitting documents and opening of tenders shall be postponed to the next working day at the same time.
14. Any previous Rate contract for the same items shall stand cancelled upon finalisation of this tender.
15. The application form shall be duly filled and submitted along with the bid documents.
16. Supplier shall not sublet, transfer or assign the contract or any part thereof without the


District Welfare Officer
JHARSUGUDA



- permission of District Welfare Office, Jharsuguda.
17. Inspection & Rejection: supplies will be accepted subject to inspection. Any defect found in the material will render the supplies open to rejection and the decision of the District Welfare Office, Jharsuguda shall be final & legally binding. The rejected supplies will be lifted back by the supplier at their risk and cost.
 18. Violation of any of the above terms and conditions attracts penalty by way of forfeiture of E.M.D./ disqualification/blacklisting of the bidder.
 19. The technical bid is 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.
 20. 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 bidders 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 bid fresh.
 21. **The bill shall not be entertained without the supply order. The L1 bidders cannot keep any pre condition fixing a specific quantity or supply of item. As per the requirement the order for the quantity of the item shall be placed which is bound to be supply by the successful bidder. Else the 2nd lowest bidder shall be entertained for supply of the item and the L1 bidder shall be terminated and no further order shall be provided to him.**
 22. **During the entire tender process till finalisation, no bidder can ask for the bidding documents of another bidder. Neither any liability shall be fixed to the Tender Authority for disclosure of the bidding documents during the above tender process.**
 23. In case of any dispute occurring, the District Welfare Office, Jharsuguda, shall be final bonding.
 24. All legal disputes are subject to the jurisdiction of Jharsuguda Judicial court only.
 25. Validity of this tender shall be for one year from the date of publication of the tender or floating of next tender.
 26. The District Welfare Office, Jharsuguda reserves the right to accept or reject any or all tenders or any part thereof without any reason thereof.
 27. If there is difference between figures & words, words will be taken into consideration.
 28. In the event of the date being declared as a holiday by Govt. of Orissa, the due date of submission of bids is the following working day and opening of bids will be the next working day of the bid submission at the appointed place & time.
 29. To ensure sustained supply without any interruption the tender inviting authority reserves the right to split orders for supplying the requirements among more than one bidder if the lowest eligible bidder fails to supply in scheduled time and L₂ & L₃ firms agree to match the L₁ rate.
 30. The quality of the sweaters should be of minimum three years duration without the possibility of colour fading or stich-breaking. The supplier shall be liable for penal provisions both legal and financial in case the quality of the product is found to be low and unsatisfactory.
 31. The advertisement cost shall be borne by the successful bidder.

Sd/-

District Welfare Officer
Jharsuguda

Declaration: I/We do hereby declare that I/We have read all the mentioned terms and conditions have understood as laid down in the bid document.


District Welfare Officer
JHARSUGUDA

Signature of the Bidder with date & seal



Format for undertaking

To

The District Welfare Officer,
Jharsuguda, Odisha.

Sir/Madam,

1. The undersigned certifies that I have gone through the terms and conditions mentioned in the instruction supplement and undertake to comply with them the rates quoted by me/us are valid and binding on me/us for acceptance for the period from the date of contract order.
2. It is certified that rates quoted are the lowest and best by me .
3. Earnest Money deposited for Rs. ₹50000/- (Rupees Fifty Thousand Only) for Sweaters & Caps in the form of Demand Draft with No.....dated..... in favour of District Welfare Officer, Jharsuguda is attached herewith.
4. The cost of Tender Paper of Rs. ₹5000/- (Five Thousand only) (Non-refundable) in the form of Demand Draft with No..... dated.....in favour of District Welfare Officer, Jharsuguda, is attached herewith.
5. I/ We give the rights to District Welfare Officer, Jharsuguda, to forfeit the earnest money deposited by me/ us on any breach of the terms and conditions as specified in the Bid.
6. Should the said officer deem it necessary to change any consignment, if being found not as per supply orders, it shall be replaced by me/ us in time to prevent any inconvenience.
7. I do hereby undertake to supply the consignment as per the terms instructed in supply order within the stipulated time period.
8. I do undertake to abide by all of the tender terms and conditions as specified in the Bid without any fail.
9. I understand that the District Welfare Officer, Jharsuguda, has the right to accept or reject any or all the tenders without assigning any reason(s) thereof.


District Welfare Officer
JHARSUGUDA

Signature of the Bidder with date & seal

Technical Bid Check List.

Please put \checkmark in the respective box.

Application for Supply of Sweaters & Caps to SSD Hostels of Jharsuguda District.

Sl. No.	Details.	To be filled up.					Remarks.
1	Name of the Firm with Complete Address. Valid e-mail ID & whatsapp No.						
2	Income Tax return for the year.2022-23,2023-24 &2024-25 must be submitted.	Page No.	From	To	Yes	No	
3	Tender paper cost in shape of DD worth of ₹ 5000 /- to be submitted along with the tender paper.	Page No.	From	To	Yes	No	Details of DD no. & date to be mentioned
4	EMD Deposited of Rs 50000/- (Yes/ No)	Page No.	From	To	Yes	No	Details of DD no. & date to be mentioned
5	GST Registration Certificate	Page No.	From	To	Yes	No	
7	Manufacturer's authorization to transact business on behalf of the manufacturer.	Page No.	From	To	Yes	No	
8	Turn over proof of the firm (submitted or not)	Page No.	From	To	Yes	No	As per format Annexure - V
9	Tender document containing total no of pages.	Page No.	From	To			
10	The past experience of supplying at least three financial years. i. e 2022-23,2023-24 &2024-25. to District/Govt Institiuns	Page No.	From	To			
11	Affidavit in stamp paper of rupees 20.00	Page No.	From	To			The point are clause No -04 of technical bid
12	Pan Card (Xerox copy)	Page No.	From	To			
13	GSTR-3B for last three months.	Page No.	From	To			
14	Valid GMP&ISO Certificate in case of Manufacture	Page No.	From	To			

It is certified that the above information submitted by me/my firm is true and best of my knowledge and if any information is found false at any point of time, then the whole offer/tender may be cancelled. I have suppressed no facts in the tender which could debar me to participate in the tender. If it is revealed after opening of the tender that any fact is suppressed by me, tendering authority shall have the right to reject my tender along with other punitive action against me as per law. Again, I agree & will abide with the terms & conditions fixed by the authority.

Signature of the bidder.

[Signature]
District Welfare Officer



COVER – A TECHNICAL BID
(To be enclosed in separate Sealed cover)

ANNEXURE – III

The details in respect of the Agency/Individual are as given below:

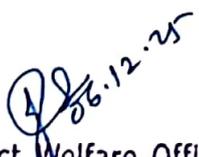
Sl. No.	PARTICULARS.	DETAILS INFORMATION OF THE AGENCY
1.	Name of the Agency/Firm.	
2.	Address of the Agency/Firm. With Phone No, Whatsapp No& valid E-Mail	
3.	Name, Designation and address of the person to whom all references shall be made regarding this tender.	
4.	Annual turnover amounting of ₹ 50,00,000/- (Fifty Lakh only) for supply of Sweater and cap in last three financial years i.e.2022-23, 2023-24& 2024-25. Proof of the same must be submitted in the Technical Bid duly certified by the Chartered Accountants.	Formaton as per Annexure - V
5.	GST Registration No.	
6.	GSTR-3B for the last three month.	
7.	PAN No of the Agency.	
8.	IT Return copy of last three years. (2022-23, 2023-24& 2024-25)	
9.	Tender Paper Cost of ₹.5000/-(non-refundable) (DD in favour of District Welfare Officer, Jharsuguda payable at SBI, main Branch Jharsuguda.	
10.	EMD of ₹.50000/- (Fifty Thousand only) Sweaters and caps (Refundable) (DD in favour of District Welfare Officer, Jharsuguda) payable at SBI, Main Branch, Jharsuguda.	
11.	Manufacturer's authorization to transact business on behalf of the manufacturer	
12.	Affidavit in stamp paper worth rupees 20.00(as per the clause No -04 of technical bid)	
13.	The past experience of supplying at least three financial years .i, e 2022-23, 2023-24& 2024-25. to District/Govt Institutions	
14.	Tender Documents	

DECLARATION

I/We hereby certify that the terms and conditions, specification etc. given with the tender notice has been read carefully and acceptable to me/us and that the information furnished above is full and correct to the best of our knowledge. I/we understand that in case of any deviation mistake in the above statement at any stage, our Firm/Agency be shall be liable for blacklisting.

Date:
Place:

(Signature with Stamp of the Authorized Person)
Name of the Agency


District Welfare Officer
JHARSUGUDA



MANUFACTURER'S AUTHORISATION FORMAT.

To

The District Welfare Officer, Jharsuguda,
Collectorate Building, 2nd Floor, Po- OMP Line
Jharsuguda-768204, Odisha

Ref: Tender No. _____ Dated _____ for _____.

Dear Sir,

We are established and reputed manufacturer of _____ (name and description of items offered) having factories at _____ (Address of Factory) do hereby authorize M/s _____ (Name and address of Distributor / Agent) to submit a bid and sign the contract with you against the above referred tender.

We also extend our full guarantee for the items quoted by M/s _____ as per the terms and conditions in your tender under reference above.

Yours faithfully,

Name of the Manufacturer
(Signature with seal)

Note: This letter of authority should be on the letter head of the manufacturer and should be signed by a person competent and having the power of attorney to bind the manufacturer. It should be included in the bid submitted by the tender if the tender is not the manufacturer.


District Welfare Officer
JHARSUGUDA

AVERAGE ANNUAL TURNOVER STATEMENT.

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

Sl. No.	Year	Turnover in Lakhs (₹)
1.	2022-2023 -	
2.	2023-2024 -	
3.	2024-2025 -	

Signature of Auditor/Chartered Accountant

Date: -

Place: -

Seal

(Name in Capital)

MembershipNo: -

UDIN: -

Note:- 1. To be issued in the letter head of the Chartered Accountant with membership No. & UDIN.
2. Also attach photocopies of the audited P/L account of each year highlighting the turnover in.


District Welfare Officer
JHARSUGUDA

ANNEXURE – VI

PRICE BID

SL NO	NAME OF THE ITEM	Quantity	PRICE IN ABSOLUTE QTY (WITH GST)
1	Sweaters (Pool Over) and Caps	4763	

Colour: Single Colour i.e. Maroon

Sl No	Size	Quantity
1.	26	103
2.	28	269
3.	30	362
4.	32	525
5.	34	734
6.	36	936
7.	38	810
8.	40	632
9.	42	350
10.	44	35
11.	46	7
TOTAL		4763

Date:
Place:

(Signature with Stamp of the Authorized Person)
Name of the Agency


District Welfare Officer
IHARSUGUDA