

DISTRICT OFFICE : KHORDHA  
SOCIAL WELFARE SECTION

No. 899 /SW. Date 07/03/24

TENDER CALL NOTICE

Sealed tenders are invited from the reputed registered printing press for printing & supply of New Kuni Calender for the office of District Social Welfare Officer, Khordha during the year 2024. The tender paper for the above purposes containing the terms & conditions, EMD and statutory requirement can be obtained from the Office of the D.S.W.O, Khordha during the office hours on any working day between dtd. 07.03.2024 to 16.03.2024 till 11.00 AM on a non-refundable payment of Rs.1000/- (Rupees one thousand) only. The tender complete in all respects alongwith necessary documents in sealed covers should reach the Office of D.S.W.O., Khordha by 11 AM on dtd. 16.03.2024 by person. The tender will be opened on dtd. 16.03.2024 at 12.00 PM in the Office chamber of Addl. District Magistrate, Khordha in the presence of the Tender Committee constituted for this purpose & the tenderer or their authorized representatives. The Collector, Khordha reserves the right to reject/ cancel/withdraw any or all the tenders without assigning any reason thereof and shall bear no liability what so ever consequent upon such decision.

07.03.2024  
District Social Welfare officer,  
Khordha

Memo No. 900 /SW. Date 07/03/24  
Copy to the Notice Board of Collector, Khordha/ District Social Welfare Officer, Khordha/DIO,NIC,Khordha for wide publicity.

07.03.2024  
District Social Welfare officer,  
Khordha

Memo No. 901 /SW. Date 07/03/24  
Copy forwarded to the Municipal Commissioner, BMC, Bhubaneswar for information with a request to display the Tender Call Notice in Office Notice Board for wide publicity.

07.03.2024  
District Social Welfare officer,,  
Khordha

Memo No. 902 /SW. Date 07/03/24  
Copy forwarded to the Project Director, D.R.D.A., Khordha/ Sub-Collector, Khordha/ Bhubaneswar/ D.I.P.R.O., Khordha/ All Block Development Officers of Khordha district/ All Tahasildars of Khordha district/ All C.D.P.O.s of Khordha district/ All Executive Officer of Municipalities/ NACs of Khordha district for information and they are requested to display the Tender Call Notice in their office Notice Board for wide publicity.

07.03.2024  
District Social Welfare officer,  
Khordha

**DETAILED TENDER PAPER FOR PRINTING OF KUNI CALENDER FOR THE YEAR  
2023-24.**

- 1) Detailed tender papers along with sample copies can be obtained from the office of the DSWO, Khordha on any working day during office hour from 07.03.2024 to 16.03.2024 till 11.00 AM on deposit of a non-refundable amount of Rs. 1,000/- (Ruppees one thousand) only.
- 2) The tender shall be received in the Office of DSWO, Khordha by person till 11 A.M. on dtd. 16.03.2024 and will be opened on the same day at 12.00 PM in the Office Chamber of Addl. District Magistrate, Khordha in the presence of the Tender Committee members and the bidders or their authorized representatives. The tender received beyond the date and time shall not be taken into consideration.
- 3) The detail specification of the items are :-

| Sl No | Components                          | Unit cost in Rs.             | Specifications  |
|-------|-------------------------------------|------------------------------|---|
| 1     | Kuni Calender for Children(0-3 yrs) | 1.53per calender/Month child | Size 11"×17.5"<br>Paper: 90 gsm Glossy<br>Print: Multi Colour Single Side |

- 4) The Tender paper should submitted in sealed cover superscribing in the capital letters such as **"TENDER FOR PRINTING OF KUNI CALENDER"**.
- 5) The Tender paper should be filled in properly and legibly in plain paper/ letter pad without any correction/ over writing and must be a typed/ computer typed copy.
- 6) The price of printing charges is to be quoted per pcs only.
- 7) The price quoted must be inclusive of paper cost/ printing charges/ all taxes/ duties/ transportation cost etc. The rate should be written both in words and figures in the tender. The rate quoted should be final and the tender shall not be allowed to change the same under any circumstances.
- 8) The tenderer has to submit the sample of paper in which the materials will be printed at the time of submission of tender.

- 9) The Committee will verify the sample and the lowest rate quoted and the tender will be finalized taking into consideration both the rates quoted by the firm and quality of paper submitted by the tenderers. The decision of the Tender Committee regarding selection of the firms will be final.
- 10) The selected Printing Press will deliver the items at the Office of the Child Development Project Officers of Khordha district within 10 days of receipt of the order from DSWO, Khordha. The items must be neat and clean and of good quality and thickness paper. After composition of the format, the proof copy will be submitted in the Office of the District Social Welfare Officer, Khordha for verification and approval within three days of the selection of the tender.
- 11) The bidder has to submit the following documents along with the tender paper :
  - a. Original Money Receipt of Tender Paper.
  - b. Copy of Registration Certificate.
  - c. Attested copy of PAN Card.
  - d. Attested copy of up-to-date VAT clearance Certificate & TIN No.
  - e. Attested copy of Sale Tax Registration number.
  - f. Attested copy of D.I.C. Registration Certificate.
  - g. Sample of paper in which the materials will be printed.
  - h. Original tender paper duly signed by the tenderer as a token of acceptance of the terms and conditions of the tender.
- 12) The bidder has to give E.M.D. of Rs. 5,000/- (Rupees five thousand) only at the time of submission of tender in shape of N.S.C./Term deposit duly pledged in favour of DSWO, Khordha. No bidder shall be allowed to withdraw his tender/ earnest money until the tender is finalized. The E.M.D. of un-successful bidder shall be refunded where as the E.M.D. of successful bidder will be converted as Security Deposit.
- 13) The Collector, Khordha is not liable for payment of any interest on the Security Deposit or any depreciation there of.
- 14) The Security Deposit will be released after finalization of supply and settlement of Accounts.
- 15) The decision of the Tender Committee regarding selection of the printing press will be final.
- 16) The successful tenderer will deliver the printing materials within 15 (fifteen) days of indent and failure to supply the materials may lead to forfeiture of security deposit / imposition of penalty.
- 17) Payment will be made within one month from the date of receipt of bills along with signed delivery challans of the CDPOs, subject to availability of funds and no interest will be paid for any delayed payment.

- 18) a) No advance payment shall be made.  
b) Payment will be made only after completing the supply of entire quantity.
- 19) Any damaged/ torn/ illegible/ bad quality items detected during receipt will not be accepted.
- 20) In case of any dispute, the orders/ decisions of the Collector & District Magistrate, Khordha will be final and binding.
- 21) The Collector, Khordha reserves the right to reject any or all the tenders without assigning any reason thereof.
- 22) **Income Tax deduction** will be done at source as per Govt. guidelines.

Signature of the bidder with seal

  
07-03-2024  
D.S.W.O., Khordha