

**OFFICE OF THE COLLECTOR & DISTRICT MAGISTRATE: KHORDHA  
(ST & SC DEVELOPMENT SECTION)**

No. 107 Date: 13 /01/2025

**TENDER CALL NOTICE**

**SEALED TENDERS** are invited from INTENDING MANUFACTURERS / AUTHORIZED DEALERS / ORDER SUPPLIERS / GOVERNMENT AGENCIES / COOPERATIVE SOCIETIES having VALID DOCUMENTS for supply of DIFFERENT MATERIALS for the OBC & MINORITIES HOSTELS at **GOTHAPATNA, BHUBANESWAR**. For details, please visit official website of Khordha District i.e. [www.khordha.odisha.gov.in](http://www.khordha.odisha.gov.in). The Authority reserves the right to cancel / modify the Tender / Procurement Process without assigning any reason thereof. The Authority also reserves the right to reject any or all the tenders without assigning any reason thereof.

By Order of the Collector, Khordha

  
District Welfare Officer, Khordha

## GENERAL TERMS & CONDITIONS

- 01 The Agency must submit **EMD of Rs. 1, 50, 000/- (Rupees One Lakh Fifty Thousand) only (Refundable)** in shape of Demand Draft only in favor of District Welfare Officer, Khordha payable at Khordha.
- 02 The Agency must submit Valid Company Registration Certificate, Odisha GST Registration Certificate & Latest GST Returns for Last 03 months, PAN Details and Latest IT Returns for Last 03 Financial Years (FY 2021-22 to FY 2023-24) and Documents in support of Annual Turn Over for Last 03 Financial Years (FY 2021-22 to FY 2023-24) on CA Letter Head with UDIN number as mentioned in the Application Form.
- 03 Annual Turn Over of the Bidder must be more than **5 (Five) Crore** during **each of the last 03 (Three) Financial Years** 2021-22, 2022-23 and 2023-24. Documentary Evidence must be submitted along with the Bid Document.
- 03 Annual Turn Over of the OEM must be more than **5 (Five) Crore** during **each of the last 03 (Three) Financial Years** 2021-22, 2022-23 and 2023-24. Documentary Evidence must be submitted along with the Bid Document.
- 04 The Offered Price must include all taxes, supply, transportation & installation charges at OBC & Minorities Hostels at Gothapatna, Bhubaneswar (Individual price to be quoted).
- 05 Bidder should have 05 (Five) Years of Presence in Odisha with commercial activities of Technology Solutions. Documentary Evidence must be submitted along with the Bid Document.
- 06 OEM should have 10 (Ten) Years of Presence in Odisha. Documentary Evidence must be submitted along with the Bid Document.
- 07 Bidder must provide Escalation Matrix of Telephone Numbers of Bidder as well as OEM for Service Support.
- 08 Bid Specific Manufacturer Authorization in OEM Letter Head with Seal, Signature, Name, Email ID, Designation and Contact Number etc must be submitted by the Bidder. Bidder name with details Communication Address must be mentioned in the OEM Letter Head.
- 09 Data Sheet of the product(s) offered in the bid are to be submitted along with the bid documents. Buyer can match and verify the Data Sheet with the product specifications offered. In case of any unexplained mismatch of technical parameters, the bid is liable for rejection.

- 10 The Bidder or its OEM should have regularly manufactured, and supplied same or similar Category of Products amounting to not less than 50 Lakhs to any Central / State Govt. Organization / PSU / Public Listed Company for 3 years before the bid opening date. Copies of relevant contracts must be submitted along with bid in support of having supplied same or similar products during each of the 3 years.
- 11 OEM of the offered product must possess following ISO Certifications and the same is to be submitted with the bid.
  - a. ENVIRONMENTAL MANAGEMENT SYSTEM: ISO 14001:2015
  - b. QUALITY MANAGEMENT SYSTEM: ISO 9001:2015
  - c. OCCUPATIONAL HEALTH & SAFETY MANAGEMENT SYSTEM: ISO 45001:2018
- 12 Bidder / OEM must have Business and Institutional Furniture Manufacturers Association (BIFMA) Certificate. Documentary Evidence must be submitted along with the Bid Document.
- 13 Bidder / OEM shall be a GREEN PRO Member and documentary evidence must be furnished by the Bidder.
- 14 Bidder and OEM shall have a local office / service centre in the state of ODISHA for a period of at least 5 years and 10 years respectively and the proof of the same shall be attached.
- 15 OEM must have the ISO 9001, ISO 14001, ISO 20000, ISO 27000 certificate for Desktop in support of which documentary evidences must be furnished along with the Bid.
- 16 OEM should be present in the TOP 5 positions as per the latest IDC report on Desktop.
- 17 OEM (Desktop) presence should be in India for at least 10 years or more. Letter of Incorporation to be attached along with the Bid.
- 18 OEM offered Products must have UL, CE, RoHS, FCC, EPEAT, Energy Star Certificates for Desktop. Documentary Evidence must be submitted along with the Bid Document.
- 19 The Quoted Product should not be obsolete in the market, OEM Letter to this effect must be submitted for Desktop
- 20 Bidder must submit the Notarised Affidavit regarding non-blacklisted by any Government Department / Organisation in Non-Judicial Stamp Paper of Rs. 100/- only mentioning the Bid Number and Date.

- 21 The Agency must submit the Tender Papers with Demand Draft of **Rs. 15, 000/- (Fifteen Thousand) only (Non-Refundable)** towards Tender Cost in favor of District Welfare Officer, Khordha payable at Khordha. The Tender Paper can be downloaded from the District Website [www.khordha.odisha.gov.in](http://www.khordha.odisha.gov.in). The Tender Paper, required Demand Drafts and all relevant documents must be sent by **Registered Post / Speed Post only** to District Welfare officer, Khordha in a sealed Envelope.
- 22 The last date of receipt of Tender Paper is **27.01.2025 5.30 PM. Tender Papers received after the date and time shall not be taken into consideration.**
- 23 The Tender Papers will be opened on **28.01.2025 at 11.00 AM** in the Conference Hall, Collectorate, Khordha.
- 24 The bidders or their authorized representatives must remain present there with the sample of each item at the time of opening of tender.
- 25 If the selected Agency supplies items of poor / sub-standard quality contrary to the approved sample, the supply order will be cancelled. The earnest money deposited shall be forfeited and steps may be taken for blacklisting the supplier in addition to other legal actions
- 26 The selected Agency / Agencies shall have to supply the items within 30 days of receipt of the supply order.
- 27 Order will be placed by District Welfare Officer, Khordha and quantity of article for supply order may change subject to availability of funds.
- 28 All the items are to be delivered and installed at OBC & Minorities Hostels, Gothapatna, Bhubaneswar.
29. Payment will be made only after successful installation of supplied items.
- 30 The Authority reserves the right to cancel / modify the Tender / Procurement Process without assigning any reason thereof. The Authority also reserves the right to reject any or all the tenders without assigning any reason.
31. The List of Items & Specification is enclosed at **Annexure I**. The number mentioned against each item is TENTATIVE and may decrease or increase during issue of purchase orders.

32. The tender has been invited under two bid system i.e. Technical Bid and Financial Bid. The Bidders are advised to submit two separate sealed envelopes super scribing "**Technical Bid for supply of different materials for OBC & Minorities Hostels to District Welfare Officer, Khordha**" and "**Financial Bid for supply of different materials for OBC & Minorities Hostels to District Welfare Officer, Khordha**".
  
33. Both sealed envelopes must be kept in a sealed third envelope super-scribing "**Tender Document for supply of different materials for OBC & Minorities Hostels to District Welfare Officer, Khordha**".

**BIDDER'S INFORMATION / TECHNICAL BID**

01 Name & Full Address of the Agency

02 Contact No

03 Bidder's Registration Details  
(Self-attested copy to be enclosed)

04 GST Registration No  
(Self-attested copy to be enclosed)

05 PAN  
(Self-attested copy to be enclosed)

06 Audited Annual Turn Over for last three Financial Years

Bidder

OEM

2023-24:

2022-23:

2021-22:

07 Particulars of EMD of Rs. 1, 50, 000/-  
(Original Demand Draft to be enclosed with tender paper)

08 Particulars of Tender Paper Cost of Rs. 15, 000/-  
(Original Demand Draft to be enclosed with tender paper)

09 List of Documents submitted:  
(Please attach a separate sheet)

**Seal & Signature of the Bidder**

**FINANCIAL BID**

**ANNEXURE I**

SI No	Name of the Item	Specification	Total Requirement (in Number)	Unit Cost	Total Cost
1	Dining Table made of 304 Grade Stainless Steel (Rust free frame and Top with 18mm polished Granite (size 6' 0" x 3' 0" x 2' 6"))	Structure made out of \$5 304 50 x 50 x 1.6 mm thick Pipe of JSW/Jindal /Apollo make with 18 with all stiffners made out of 25 x 25 x 1.6 mm thick SS pipe of JSW / Jindal / Apollo. The structure shall be welded property and polished to givbe strength to the material. Top shall be made out of 18 mm thick Green / black polished granite which shall be fixed with adhesive and SS screws only. There shall be nylon buffers in the legs for scratch resistance.	56		
2	Branded (Neelkamal / Supreme / Petals) Armless Chair for Dining Purposes	Chair Structure made out of SS 304 grade Pipe with PP seat and back jointly made. Nulon buffers shall be given in the legs.	336		
3	Office Executive Chair	Mesh back chair with revolving type with heavy duty castors and hydraulic. There shall be tilting mechanism in the chair with metal base. Cushion shall be Pu based with approved shade fabric on it. The legs shall be chrome base.	8		

**FINANCIAL BID**

<b>SI No</b>	<b>Name of the Item</b>	<b>Specification</b>	<b>Total Requirement (in Number)</b>	<b>Unit Cost</b>	<b>Total Cost</b>
4	Office Executive Table	Size: 5' x 3' Structure made out of 25 x 25 x 1.6 mm thick MS pipe with three drawer one sided and one drawer and cabinet in the other side made out of 0.70 mm thick CRCA. All the steel components shall be duly powder coated after necessary pretreatments. Top made out of 17 mm thick Pre lam Particle Board with all exposed edges edgebanded with 2 mm thick pvc edge banding. There shall be nylon buffers for scratch resistance.	6		
5	Computer Table	Computer Table Size: 3' x 2' Structure made out of 25 x 25 x 1.6mm thick MS pipe with one sided arrangements for CPU and UPS and key board duly powder coated after necessary pretreatments. Top made out of 17 mm thick Pre lam Particle Board with all exposed edges edgebanded with 2 mm thick pvc edge banding. There shall be nylon buffers for scratch resistance and provision for Gable cable on top.	2		
6	Computer Chair	Mesh back chair with revolving type with heavy duty castors and hydraulic. There shall be tilting mechanism in the chair with metal base. Cushion shall be Pu based with approved shade fabric on it. The legs shall be chrome base.	2		

**FINANCIAL BID**

SI No	Name of the Item	Specification	Total Requirement (in Number)	Unit Cost	Total Cost
7	Conference Hall Plastic Chair	Stackable Chair with Arms as per approved model of Supreme / Nilkamal / Nilachakra / Ankur make.	600		
8	Iron Wardrobe	Size: 1200 MM X 600 MM X 450 MM with 2 shelves made out of 0.60 mm and doors made out of 0.70 mm thick CRCA of SAIL / TATA / BHUSAN / APOLLO. Structure shall be well welded for robustness of the product. The Product shall be powder coated with Asian / Berger coat after necessary pre treatments.	1160		
9	Bed Study Table	Structure made out of MS pipe with powder coated as per the approved sample. Top made out of 15 mm thick PPB with 0.40 mm thick edgebanding.	1160		
10	Three Seater Metal Visiting Chair	Three seater metal chair with perforated seats and back. The base shall be made out of single beam only. The overall weight of the materials shall be 35 / 37 kgs. The complete structure shall be of Powder coated with necessary pre treatments.	4		
11	Iron rack for Office	78" X 36" X 15" MS rack with 5 shelves made out of 0.70 mm thick CRCA shelves and slotted angle made out of 3 mm thick. The products shall be duly powder coated after necessary pre treatments.	2		

**FINANCIAL BID**

<b>SI No</b>	<b>Name of the Item</b>	<b>Specification</b>	<b>Total Requirement (in Number)</b>	<b>Unit Cost</b>	<b>Total Cost</b>
12	Steel Almirah with locker for office	Size: 19800 MM X 900 MM X 450 MM with 2 shelves and one locker made out of 0.60 mm and doors made out of 0.70 mm thick CRCA of SAIL / TATA / BHUSAN / APOLLO. Structure shall be well welded for robustness of the product. The Product shall be powder coated with Asian / Berger coat after necessary pre treatments. There shall be 3 way locking system with heavy duty lock of Nadia /Bombay Safe / Howrah Lock.	2		
13	Podium 1 No.	48" X 24" X 20" made out of 17 mm Prelam particle board with one shelf inside. The exposed edges shall be edgebanded with 2 mm thick PVC edgebanding . The colour shall be of approved shade only.	2		
14	Mosquito Net	Dimension: 61/2' x 4' Package Mosquito Net (For Single Bed)	1160		
15	Pillow	Height Adjustable Microfiber Bed Pillows Set for Sleeping With Cover, 26 x 17 Inches.	1160		
16	Television (75 inch)	75" Professional display rated for 16/7 operation with essential professional functions, 350 nits Brightness (cd/m <sup>2</sup> ), 1200:1 Contrast Ratio, 400,000:1 Dynamic Contrast Ratio, 8.0 Response Time (ms), 3840 x 2160 Display Resolution (H x V, pixels), HDR (High Dynamic Range) compatibility, IPS Panel, Operating System: Android TV, On-board Storage (GB): 16GB	2		
17	Heavy Duty RO System Aquaguard (50L.)	Heavy Duty RO System Aquaguard (50 L.)	10		

**FINANCIAL BID**

SI No	Name of the Item	Specification	Total Requirement (in Number)	Unit Cost	Total Cost
18	Fire Exstinghusher	CO2 6 Kg (Red and Black) Fire Exstinghusher	54		
19	Insect Killer	Insect Killer: 24.5" x 7.3" x 14", 500 sq. ft. area coverage	10		
20	25KVA DG Set	Supply of 25 KVA Integral type Diesel Power Generating Set of Ashok Leyland / Kirloskar / Mahindra make Water Cooled Engine Model P15G4DE25 Coupled with 3 PH, 415 V, 50 Hz, 0.8 P.F. Make Alternator mounted on a common base frame along with standard accessories like Standard Control Panel, Battery with Leads, Diesel Tank and Acoustic Enclosure	2		
21	CC TV Camera	CC TV Camera with other Accessories	14		
22	Computer with Printer and Scanner	Intel core i3, 12th gen, 8GB RAM, 512GB SSD, 21.5" display, BT+WiFi, Up to 10 USB Ports Includes: 2xUSB 10Gbps, With Multifunction Printer	2		
23	Inverter with Battery	Inverter Heavy Duty 2350 sinewave with 02 Nos. of 150AH Battery	2		
24	Washing Machine	Fully Automatic Top Load Washing Machine	4		
25	Freezer (320L)	Freezer (320L)	4		
26	Steel Water Drums	Steel Water Drums of 40Kg	8		

**FINANCIAL BID**

<b>SI No</b>	<b>Name of the Item</b>	<b>Specification</b>	<b>Total Requirement (in Number)</b>	<b>Unit Cost</b>	<b>Total Cost</b>
27	DISC with Cover (BIG 500 persons)	DISC with Cover for 500 persons, Minimum weight of 25kg	6		
28	DISC with Cover (Medium 350 persons)	DISC with Cover for 350 persons, Minimum weight of 20kg	6		
29	Alluminium Kadei	Good Quality of Minimum weight of 5Kg	4		
30	IRON Kadhai	Pure Iron Kadai / Kadhai for Cooking & Deep Frying, Naturally Non-Stick & Less Oil Consumption, Long Lasting (Avoid Side-Effect)	4		
31	Steel Bucket	Good Silver Stainless Steel Bucket / SS KITCHEN WARE, Capacity: 18lt	20		
32	Jali Chatu	Heavy Duty Stainless Steel Rice Strainer Large Mesh Food Strainer for Food Cooking Oil Filtering Skimming for Ideal Heavy Duty Use in Hotels, Catering, Cafes and Restaurants (Size: 28cms).	8		
33	Dabu	Stainless Steel Serving service Spoon Comercial	8		
34	Paniki	Commercial Vegetable Cutter	10		
35	Hemadasta	Imam Dasta Mortar Pestle / Great for crushing, grinding and mixing herbs, dry fruit, spices, use home khallad big Size iron utensils.	4		
36	Pitha Patia	Stainless Steel Serving service Comercial	8		
37	Steel Glass	Stainless Steel Glass -300ml   Mirror Polish, Food Grade   Scratch Resistant, Serving Glass.	1160		

**FINANCIAL BID**

<b>SI No</b>	<b>Name of the Item</b>	<b>Specification</b>	<b>Total Requirement (in Number)</b>	<b>Unit Cost</b>	<b>Total Cost</b>
38	Service Spoon	Steel Serving service Spoon, Matt Finish Design 20 cm	20		
39	GAS Chulla	Commercial 18 x 18 bhatti single burner Gas bhatti with Fitted with Brass Nut Hose Pipe, High Pressure Regulator and valve	6		
40	Steel Tray	Stainless Steel Rectangle Bhojan Thali / Square Deep Dinner Plate 5 Sections Divided Trays for Lunch, Camping, Events & Every Day Use Kitchenware Sectioned Plate (Microwave Safe).	1160		
41	Grinder	Micro Mill Wet Grinder Machine Price 5 Litter Wet Grinder Machine Commercial Wet Grinder Machine	4		
42	Steel Gangulla	Steel Gangulla	8		
43	Pressure Cooker (22L)	Aluminium 22 L Pressure Cooker (Aluminium) ISI Marked	4		
44	Rice Stainer	Stainless Steel Rice Strainer 24cm L x 24cm W x 6.5cm H	8		
45	Idli Stand	Stainless Steel Idly Cooker Lid with Plates Idli Maker Induction and Gas Stove Compatible idli Maker (Idly Pot with 8 Plates)	4		
<b>GRAND TOTAL</b>					