



ଓଡ଼ିଶା ବନାୟୁକାରୀଙ୍କ କାର୍ଯ୍ୟାଳୟ, ସୁବର୍ଣ୍ଣପୁର ବନଖଣ୍ଡ, ସୁବର୍ଣ୍ଣପୁର

OFFICE OF THE DIVISIONAL FOREST OFFICER: SUBARNAPUR FOREST DIVISION

Near Collector Office, Pin Code- 767017, Dist:- Subarnapur, Odisha

Phone/Fax : 06654-295076 E-mail : dfosubarnapur@gmail.com

TENDER CALL NOTICE

Office Order No. 180 / 1F Acct./ 2021

Dated. Subarnapur the 31 May 2021

Sealed Tenders are invited from intending manufactures/authorized Govt. agencies & registered SHGs of Subarnapur district for supply of following materials to be utilized for plantation/ maintenance work under State Plan, CAMPA, MGNREGS & OFSDP schemes during 2021-22.

1. Organic Fertilizer/Mo Khata
2. Organic based NPK
3. Vermicompost
4. Neem Cake
5. Neem based Urea
6. HDPE Hexagonal Tree guard
7. Bamboo poles (Specification 7'-6" Dia-40 mm)
8. N.P.K 10:26:26

Materials should be supplied as per prescribed specification of above items for utilization in plantation programme of 2021-22 of Subarnapur Forest Division. The quantity of items may vary as per requirement. The cost of tender paper Rs. 1180/- (Rupees One thousand one hundred eighty) only is to be deposited only in shape of Bank Draft and EMD amount of Rs.10,000/- separately for each individual item should be submitted in shape of Bank draft in favour of Divisional Forest Officer, Subarnapur Forest Division along with tender. The Sealed Tenders are to be submitted in prescribed format in Annexure-II & III for the above products separately item wise with all required documents. Last date of receipt of tender is. **09.06.2021 at 05.00 PM** and opening of tender is on **11.06.2021 at 10.00 AM** address of submission of Tender is Office of the Divisional Forest Officer, Subarnapur Forest Division Odisha Pin-767017 through Speed Post/Regd. Post or in the Tender Box kept in the office. The Purchase Committee (consists of officers of Line Deptt., A.C.F., Ranger Officer, Accountant, Head Clerk) reserves the right to accept or reject the Tender without assigning any reason thereof.

Samples of products may be submitted in the office of the Divisional Forest Officer, Subarnapur Forest Division on the day of opening of the Tender.

- (i) The Tender paper will be opened in presence of the tenderer or their authorized representatives on **11.06.2021 at 10.00 AM** in the officer chamber of the Divisional Forest Officer, Subarnapur Forest Division.
- (ii) Sample will be verified and demonstrated by the supplier on **11.06.2021 at 10.00 AM** before the Purchase Committee.

LIST OF DOCUMENT TO BE SUBMITTED ALONGWITH QUOTATION

1. Copy of valid GSTN
2. Copy of PAN Registration
3. Copy of TIN Registration
4. Marketing License for the business on fertilizer

The finalized produce as approved by the Purchase Committee of the Divisional Forest Officer, Subarnapur Forest Division shall place the order for supply of above items by following the norms.

TERMS & CONDITIONS

1. The tender/quotation received incomplete or after the scheduled date and time are liable to be rejected.
2. The price quote should be inclusive of taxes, transportation with delivered at Range Headquarters under Subarnapur Division.
3. The stocks should be delivered in good condition within 10 days from the date of issues of purchase order with challan/credit bill along with bank account information. No advance payment will be made.
4. Samples of Organic Fertilizer, Organic base NPK, Vermicompost, Neem Cake, Neem based Urea, NPK 10:26:26, HDPE Hexagonal Tree guard & Bamboo poles may be brought on the date of opening of Tender for inspection and test.
5. The stock should be supplied by the successful bidder as per sample submitted.
6. The undersigned reserves the right to reject/ cancel any or all the Tender without assigning any reason thereof and terminate the order in case of changes in the Govt. procedure or policy or instructions/ direction.
7. All the dispute shall be subject to the jurisdiction of Civil Court situated at Subarnapur only.


31-09-2024
Divisional Forest Officer,
Subarnapur Forest Division.

TENDER DOCUMENT

**FOR SUPPLY OF ORGANIC FERTILIZER/MO KHATA,
ORGANIC BASED NPK, VERMICOMPOST, NEEM CAKE,
NEEM BASED UREA, NPK 10:26:26, HDPE HEXAGONAL
TREE GUARD & BAMBOO POLES**

**SUBARNAPUR FOREST DIVISION,
DIST-SUBARNAPUR, ODISHA
YEAR 2021-22**



GOVERNMENT OF ODISHA
DEPARTMENT OF FOREST AND ENVIRONMENT
SUBARNAPUR FOREST DIVISION, SUBARNAPUR, ODISHA
Phone- 06654-295076 E-Mail- dfosubarnapur@gmail.com

TENDER PAPER FOR SUPPLY OF ORGANIC FERTILIZER, ORGANIC BASE NPK, VERMICOMPOST, NEEM CAKE, NEEM BASED UREA, NPK 10:26:26, HDPE HEXAGONAL TREE GUARD & BAMBOO POLES SUBARNAPUR FOREST DIVISION DURING 2021-22

Tender are invited from Original Equipment Manufacturers (OEM) or Authorised Govt. Agency in supply of Organic Fertilizer, Organic base NPK, Vermicompost, Neem Cake, Neem based Urea, NPK 10:26:26, HDPE Hexagonal Tree guard & Bamboo poles (Specification 7'-6'' Dia-40 mm) at different locations of Subarnapur Forest Division.

Eligibility Criteria & document to be attached along with original tender paper

1. The interested persons may collect the tender document from the o/o the Divisional Forest Officer, Subarnapur Forest Division on any working day. The Tenderer shall submit Annexure-1, Annexure-2, and Term and Conditions through Regd post/Speed post & by hand only.
2. The tenderer shall submit a CROSSED Demand Draft for **Rs.1180/- (Rupees One thousand one hundred eighty)** only for each individual item drawn in favour of D.F.O., Subarnapur drawn on any nationalized bank towards the cost of tender paper. This cost of Tender paper is-NON-REFUNDABLE. EMD and cost of Tender paper is not applicable for Urban local bodies of Subarnapur District.
3. The tenderer shall deposit **Rs. 10,000/- (Rupees Ten Thousand)** only for each individual item towards the Earnest Money Deposit in the form of an A/c Payee Bank Draft issued by the any nationalized Bank drawn in favour of "Divisional Forest Officer, Subarnapur Forest Division" Payable at Subarnapur along with tender paper. The EMD shall be refunded to unsuccessful tenderers without any interest. Tender Papers without EMD will not be considered.
4. Copy of Valid service Tax Certificate clearly mentioning service tax registration and copies of receipts of service tax payment made for the last financial year 2020-21 must be furnished.
5. Copy of the income Tax PAN Card and Copies of the Income Tax Returns duly filled for the last 2 years must be furnished.
6. Copies of manufacturers or Authorised Govt. Agency in respect of supply of Organic Fertilizer, Organic base NPK, Vermicompost, Neem Cake, Neem based Urea, NPK 10:26:26, HDPE Hexagonal Tree guard & Bamboo poles must be furnished. The tenderer must show and submit the photo copies, CDs thereof showing credential of experience in manufacture & supply of vermicompost in other Forest Divisions. (as per the Tender Criteria).
7. Copies of Partnership deed/Incorporation certificate in case of private limited companies must be furnished.
8. Authorisation letter/ copy of Resolution in order to authorise a particular partner/ Director to sign the Tender and participate in the bid must be furnished.
9. A certificate by the tenderer to the effect that till date, the Firm/ Company / Enterprises has not been black listed by Government or any Govt. Organisation and no criminal case is pending against the firm or its owners.

Term and Conditions

- (1) The supply will be made within 10 days from the date of order placed.
- (2) The tenderer must have either manufacturers or Authorised Govt. Agencies with sound experience (Except the ULB/Reg. SHGs of Subarnapur district as it may be verified in field).
- (3) The tenderer shall have to submit quotation in two separate envelopes, one for 'Technical' and other for 'Financial' bids.
- (4) Technical bid document (Annexure-1) for supply of Organic Fertilizer, Organic base NPK, Vermicompost, Neem Cake, Neem based Urea, NPK 10:26:26, HDPE Hexagonal Tree guard & Bamboo poles and terms and conditions should be placed in one envelope and should be superscripted with "Technical Bid for supply of Organic Fertilizer, Organic base NPK, Vermicompost, Neem Cake, Neem based Urea, NPK 10:26:26, HDPE Hexagonal Tree guard & Bamboo poles. The envelope must be securely sealed.
- (5) Financial Bids (Annexure-2) must be in the prescribed format filled in all respect as specified in this notice and it should be placed in one envelope and should be superscripted with "Financial bid for supply of Organic Fertilizer, Organic base NPK, Vermicompost, Neem Cake, Neem based Urea, NPK 10:26:26, HDPE Hexagonal Tree guard & Bamboo poles. The envelope must be securely sealed.
- (6) In the financial bid, the rates must be specified with item-wise break-up and inclusive of all taxes and statutory levies.
- (7) These two envelopes containing Technical Bids and Financial Bids should be placed in one envelope superscripting on the envelope as "Tender for supply of Organic Fertilizer, Organic base NPK, Vermicompost, Neem Cake, Neem based Urea, NPK 10:26:26, HDPE Hexagonal Tree guard & Bamboo poles.
- (8) Financial Bids of only those bidders who shall qualify in the Technical bid criteria shall be opened.
- (9) Document which are not submitted along with the bids will not be entertained at the time of opening of Bids.
- (10) Only Securely Sealed tenders should be reach the Officer of Divisional Forest Officer, Subarnapur Forest Division at Subarnapur on or before 09.06.2021 at 05.00 PM by registered Post/Speed post only/Dropping in Tender Box.
- (11) No reasons for delay in delivery of bids in office of the Divisional Forest Office, Subarnapur Division at Subarnapur shall be entertained.
- (12) Article to be supplied should preferably be of good quality as per sample otherwise any low quality to sample can't be entertained to receive.
- (13) Failure to present the original documents at the time of opening the Technical Bids, Shall lead to the disqualification of Technical Bids.
- (14) The Divisional Forest Officer, Subarnapur Forest Division reserve the right to accept or reject any or all tenders either in part or in full without assigning any reasons thereof.
- (15) Authorisation letter/copy of resolution in order to authorize a particular partner/ Director to sign the Tender & participate in the bid must also be submitted.
- (16) The Successful tenderer shall be required to enter into an agreement with the undersigned for supplying within 30th June 2021.

(17) The successful tenderer has to deposit 10% of the bid amount towards performance Security in shape of A/c Payee Demand draft drawn in favour of Divisional Forest Officer, Subarnapur Division on 16.06.2021

On Successful completion of the work, the said amount will be returned to the successful tendrerer the performance security should be furnished in the form of an account payee demand drawn on any nationalized bank in favour of "Divisional Forest Officer, Subarnapur".

(18) As per the guideline of the Income Tax Department TDS as per applicable rate shall be deducted from the supplier at the time of payment.

(19) GST as applicable shall be deducted from the supplier at the time of payment.

Place:

Full Signature of the Tenderer

Date:

ANNEXURE-I TECHNICAL BID

1. Name of the Tenderer (Firm/ Supplier/ Enterprises):
2. Name of the Owner/ Proprietor:
3. Name of the Authorised representative:
4. Business Address for Communication:
(Please enclose the Electric Bill/ Telephone Bill of your business address)
5. Contact Telephone No. and E-mail ID:
6. Adhar Card No. (A copy to e submitted):
7. PAN Card No (A copy to e submitted):
8. GST Registration No (A copy to be submitted):
9. List of the document submitted with Tender Paper:
 - a)
 - b)
 - c)
10. Technical specification of materials for use in Organic Fertilizer, Organic base NPK, Vermicompost, Neem Cake, Neem based Urea, NPK 10:26:26, HDPE Hexagonal Tree guard & Bamboo poles.

Sl. No.	Item description	Parameter furnished by the tenderer
1		
2		
3		
4		
5		
6		
7		
8		
9		

I declare that the particular furnished above are true to the best of my knowledge and I accept all the terms condition of this tender without any objections. I have also submitted all required documents.

Place:

Full Signature of the Tenderer

Date:

ANNEXURE-II
FINANCIAL BID

(Supply of Organic Fertilizer, Organic base NPK, Vermicompost, Neem Cake, Neem based Urea,
NPK 10:26:26, HDPE Hexagonal Tree guard & Bamboo poles.)

Sl. No.	Description of good/service	HSN/SAC code	Qty	Unit	Total volume	CGST		SGST		IGST		Total
						Rate	Amount	Rate	Amount	Rate	Amount	
1												
2												
3												
4												
5												
6												

The identified sites are:

I declare that the particulars furnished above are true to the best of my knowledge and I accept all the terms condition of this tender without any objection.

Place:

Full Signature of the Tenderer

Date: