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# DISTRICT OFFICE : SUBARNAPUR

## (SOCIAL WELFARE SECTION)

Letter No. 1607 / MAMATA

Date : 10 / 10 / 2018.

### Tender Call Notice

Sealed quotations in the prescribed format are invited from the intending Individual / Firm for supply of **"Printed register including materials under MAMATA"** to all the ICDS Projects. The quotations shall be received by the DSWO, Subarnapur till **5.00 PM** of **29<sup>th</sup> October, 2018** and will be opened on **Dt.30/10/2018** at **3.00 PM**. The tenderer or his/her authorized representative may attend during the time of opening of Tender along with the sample copy of the five register as per specification mentioned in annexure-One. The details of Tender papers along with the terms and conditions, earnest money deposit etc. can be downloaded from the website <http://www.subarnapur.nic.in> and the Demand Draft of Rs.500/- payable at Sonepur in favour of "District Social Welfare Officer, Subarnapur" must be enclosed with the tender papers, the cost of which is not refundable. The quotation completed in all respect may be sent in sealed cover super scribing **"Tender for Printed register including materials under MAMATA"** to all the all the Projects to the address of The DSWO, Collectorate, Subarnapur – 767 017. by Registered/Speed Post only so as to reach the office before the date & time fixed. The tender received beyond the date and time mentioned above shall not be taken into consideration under any circumstances.

**The undersigned reserves the right to cancel by modify fully or partially the invitation for bid or to reject one or more of the bids or cancel the entire tender process without assigning any reason thereof.**

  
Collector & DM,  
Subarnapur

O/O-DSWO, Collectorate, Subarnapur, Odisha – 767 017.  
Email : dswosonepur@nic.in.

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# DISTRICT OFFICE : SUBARNAPUR

## (SOCIAL WELFARE SECTION)

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Letter No. 1608 / MAMATA

Date : 10 / 10 / 2018.

Copy to the Notice Board of DSWO, Subarnapur and Collectorate, Subarnapur.

  
Collector & DM,  
Subarnapur

Memo No. 1609 / Dt. 10/10/2018

Copy to P.D. DRDA, Subarnapur/ Sub-Collector, Sonepur & Birmaharajpur/ All BDOs/ All CDPOs of Subarnapur district for information and wide publicity in their Notice Board.

  
Collector & DM,  
Subarnapur

Memo No. 1610 / Dt. 10/10/2018

Copy to District Informatics Officer, NIC, Subarnapur for information and necessary action. He is requested to upload the Tender call notice in the district website.

  
Collector & DM,  
Subarnapur

Memo No. 1611 / Dt. 10/10/2018

Copy to the Advertising Manager DHARITRI for information with a request to publicity the Tender call Notice in Odia Daily Newspaper (all Odisha addition) for one day. The cost of the advertisement is not to be exceeded of Rs.3000/- and submit the advertisement bill to DSWO, Subarnapur for payment.

  
Collector & DM,  
Subarnapur

Memo No. 1612 / Dt. 10/10/2018

Copy forwarded to the Joint Secretary to Govt. W&CD and Mission Shakti Deptt, Odisha, BBSR for information & necessary action.

  
Collector & DM,  
Subarnapur

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**DETAILED OF TERMS AND CONDITIONS FOR OFFICE FURNITURE  
UNDER MISSION SHAKTI TO ALL ICDS PROJECT & DISTRICT.**

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1. Sealed tenders in the prescribed formats are invited from the intending Individual / Firms for printing of "Registers for AWC under MAMATA Scheme" to all the ICDS Projects. The bidding format has been annexed in Annexure-Three in two part.
2. The tender shall be received by the DSWO, Subarnapur till 5.00PM of **dt.29/10/ 2018** and will be opened on **Dt. 30/ 10 /2018** at **3.00PM**. The Tenderer or his/her authorized representative may attend during the time of opening of Tender.
3. The item wise samples should be attached with the tender paper.
4. The Project wise approximate requirement of items is in "Annexure-Two" will be vary as per the requirement.
5. The details of quotation papers along with the terms and conditions, earnest money deposit etc. can be downloaded from web site <http://www.subarnapur.nic.in>.
6. The quotation completed in all respect may be sent in sealed cover super scribing "**Tender for Printing of Register under MAMATA Scheme**" to all ICDS Projects to the address of DSWO, Collectorate, Subarnapur – 767 017. by **Registered/Speed Post only** so as to reach the office before the date & time fixed. The Quotation received beyond the date and time mentioned above shall not be taken into consideration under any circumstances.
7. Tenderer(s), awarded with the tender must deliver the stock at delivery point.
8. The item wise rate & order will be issued to the L1 tenderer.
9. The details of the specification of five register for each AWC required for printing are as follows in Annexure-one.
10. The detailed format for five register is mentioned in annexure – one.
11. The other terms & conditions associated with the assignment are as follows.

Sl. No.	Other Terms & conditions	Documents to be submitted
1.	The Individuals / Firms should have valid GST registration Certificate.	Attested Xerox copy of registration certificate
2.	The tenderer has to submit the June, 2018 Month/quarter GST Return copy.	Attested Xerox copy of document
3.	The tenderer has to submit the Income Tax Return copy of Financial Year 2016-17 (AY-2017-18) & 2017-18 (AY-2018-19).	Attested Xerox copy of document
4.	Rates should be quoted excluding of charges of GST & other taxes and transporting charges as applicable. The Tax & Transportation should be mentioned separately.	Mentioned in the Tender Application Form
5.	Demand Draft of Rs.500/- payable at Union Bank of India, Sonapur in favour of "District Social Welfare Officer, Subarnapur" must be enclosed with the tender papers, the cost of which is not refundable	Demand Draft of Rs.500/- in original must be enclosed
6.	Tenderer must submit EMD of Rs.10,000/- (Rupees Ten Thousand) only in shape of NSC/FDR pledged in favour of DSWO, Subarnapur. EMD of unsuccessfully tenderers will be returned without interest on finalization of bid EMD of successful tenderers shall turned into security deposit.	NSC/FDR in original must be enclosed

**The undersigned reserves the right to cancel by modify fully or partially the invitation for bid or to reject one or more of the bids or cancel the entire quotation process without assigning any reason thereof.**

Specification for each MAMATA Register**1. Annexure-A*****Specification:-*****Inner:-** Half Crown Size Paper

Original + Duplicate (50x2) = 100 pages each book

Original Copy – Proportion &amp; Duplicate Copy Plain

**Cover:-** Cover Page Glossy Paper with Black & White Print.  
(Thin Board Binding)**2. Annexure-B*****Specification:-*****Inner:-** ¼ Size Paper

Front + Back Printing 100 Pages in each book

Top Pad Type Proportion + Stitching

**Cover:-** 170 GSM Paper Cover Page Glossy with Black & White Print.**3. Annexure-C*****Specification:-*****Inner:-** Legal Size Paper1<sup>st</sup> Copy Original + Duplicate (50x2)=100 Pages

Original Proportion Duplicate Plain

2<sup>nd</sup> Copy Original + Duplicate (50x2)=100 Pages

Original Proportion Duplicate Plain

200 Pages Contains each Book

Top Pad Type Proportion + Stitching

**Cover:-** Cover Page Glossy with Black & White Print.**4. Annexure-D*****Specification:-*****Inner:-** Legal Size Paper

Front + Back Printing 100 Pages Contains each Books (Single Copy)

Top Pad Type Proportion + Stitching

**Cover:-** Cover Page Glossy with Black & White Print.**5. Annexure-E*****Specification:-*****Inner:-** 22 x 28 Size Drawing Board

Each Calendar Contains 5 Copies with Top Stitching

**Project wise Requirement of register printing under MAMATA**

SI No	Name of the Project	AWC	Register Printing with material				
			Annx-A	Annx-B	Annx-C	Annx-D	Annx-E
1	<b>BINIKA</b>	258	258	258	258	258	258
2	<b>B M PUR</b>	280	280	280	280	280	280
3	<b>DUNGURIPALI</b>	268	268	268	268	268	268
4	<b>SONEPUR</b>	240	240	240	240	240	240
5	<b>TARAVA</b>	261	261	261	261	261	261
6	<b>ULLUNDA</b>	249	249	249	249	249	249
	<b>TOTAL :-</b>	<b>1556</b>	<b>1556</b>	<b>1556</b>	<b>1556</b>	<b>1556</b>	<b>1556</b>

N. B . All the register after printing should be delivered to the concerned ICDS Projects directly from the supplier to the Project office with prior intimation to the district office and Project office. The cost of transportation and loading & unloading expenses should be borne by the supplier.

**ANNEXURE – THREE (Part-1)****Tender Application Format (Part-1)****For Printing of MAMATA register including material to all ICDS Project.**

1. Name of the Tenderer : .....
2. Postal Address:
- At : .....
- PO : .....
- Dist. : .....
- Pin : .....
3. Telephone/ Mobile No. : .....
4. e-Mail id if available : .....

Sl. No.	Particulars	Attached in Sl. No. ___ of Tender Papers	Remarks
1.	Tender paper & documents		
2.	Attested copy of valid GST Registration Certificate		
3.	Attested copy of June, 2018 Quarter Return		
4.	Attested copy of the Income Tax Return for FY 2016-17 (AY-2017-18) & FY 2017-18 (AY-2018-19)		
5.	Attested copy of PAN Card		
6.	EMD of Rs.10,000/- in shape of NSC or FDR pledged in favour of DSWO, Subarnapur		
7.	Demand Draft of Rs.500/- payable at Union Bank of India, Sonepur in favour of "District Social Welfare Officer, Subarnapur		
8.	Attested copy of AADHAR Card/DL/Voter ID Card of the Proprietor or authorized person.		

N.B.:- The documents must be enclosed in sequence & serially numbered with sketch pen on the right top corner of the documents except in case of NSC & FDR.

Place

(Signature and seal of the authorized signatory)

Date

**Tender Application Format (Part-2)**

**For Printing of MAMATA register including material to all ICDS Project.**

Name of the Tenderer : .....

SI No	Name of Register	Rate per Register (in INR)	GST	Remarks
I	Annexure – A (Please refer Annexure-One for Specification)			
II	Annexure – B (Please refer Annexure-One for Specification)			
III	Annexure – C (Please refer Annexure-One for Specification)			
IV	Annexure – D (Please refer Annexure-One for Specification)			
V	Annexure – E (Please refer Annexure-One for Specification)			

N.B. : Any other Taxes, Charges & Transportation Cost should be mentioned separately.

Place  
Date

(Signature and seal of the authorized signatory)