

# DISTRICT RURAL DEVELOPMENT AGENCY: SUBARNAPUR

Lt. No. 6216 /

Dated: 24/12/2018

## Tender Call Notice

Sealed tenders are invited from interested reputed Manufacturer/ Suppliers/Dealer having GSTIN/IT clearance certificate for providing Furniture , IT equipments and accessories as per the specification given below for official use of BPMU & DPMU under Rural Housing at Blocks & DRDA of Subarnapur District. The evaluation forms & format of quotation completed in all respect should reach during the official working day in the Rural Housing Cell DRDA, Subarnapur on or before 7<sup>th</sup> January 2019 by 5:00 PM and shall be opened on 8.1.2019 at 11.00 AM in presence of the bidders or their authorized representatives.

The undersigned reserves all right to accept or reject any/all tender without assigning reasons thereon.

### 1. Name of the items

SI No	Brief Description of the Item	Specification	Period of delivery	Place of delivery	Installation Requirement if any	Warranty
1	Steel Almirah	Godrej Store well Plain	Within 7 days of receipt of Purchase Order	DRDA, Subarnapur	Yes	3 Years
2	Executive Table	Godrej-T8	Within 7 days of receipt of Purchase Order	DRDA, Subarnapur	Yes	3 Years
3	Executive Chair with Hands	Godrej-EARL-7202	Within 7 days of receipt of Purchase Order	DRDA, Subarnapur	Yes	3 Years
4	High back	Godrej Premier	Within 7 days of receipt of Purchase Order	DRDA, Subarnapur	Yes	3 Years

	Steel Rack	Godrej-6 ft	Within 7 days of receipt of Purchase Order	DRDA, Subarnapur	Yes	3 Years
6	Computer Desktop	Core i3, 4GB, 1TB	Within 7 days of receipt of Purchase Order	DRDA, Subarnapur	Yes	3 Years
7	Computer Laser Printer	Multifunctional	Within 7 days of receipt of Purchase Order	DRDA, Subarnapur	Yes	1 Years
8	Inverter with Battery	Luminous-H UPS- ECOWATT+ Rapid 1650 (12V), Battery-ILTT-24060 (180Ah)	Within 7 days of receipt of Purchase Order	DRDA, Subarnapur	Yes	5 Years
9	Plastic Chair	Supreme	Within 7 days of receipt of Purchase Order	DRDA, Subarnapur	Yes	1 Years
10	Air Cooler	Usha /Symphony	Within 7 days of receipt of Purchase Order	DRDA, Subarnapur	Yes	3 Years
11	Colour Printer	EPSON-	Within 7 days of receipt of Purchase Order	DRDA, Subarnapur	Yes	1 Years

## 2. Bid Price

- The transportation charges also to be included in the Bid Price.
- All duties, taxes and other levies payable by the dealer under the contract shall be included in the total price.
- The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
- The Prices should be quoted in Indian Rupees only.

## 3. Each bidder shall submit only one quotation.

## 4. Validity of Quotation

Quotation shall remain valid for a period not less than 60 days after the deadline date specified for submission.

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## 5. Evaluation of Quotations

The Purchaser will evaluate and compare the quotations determined to be substantially responsive i.e. which

- (a) Are properly signed and
- (b) Confirm to the terms and conditions, and specifications.

The Quotations would be evaluated for the entire item together/ for each.

## 6. Award of contract

- 6.1 The Purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest evaluated quotation price.
- 6.2 The bidder whose bid is accepted will be notified of the award of contract by the Purchaser prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the purchase order.
7. Payment shall be made after delivery of the goods through RTGS/NEFT after submission of the bills and vouchers.
8. Any effort by a bidder to influence the purchaser in its decision on bid evaluation or placement of purchase order may result in rejection of the bidder's offer.
9. Any legal dispute arising out of this is subject to concerned district jurisdiction only.
10. Notwithstanding the above, DRDA, Subarnapur reserves the right to accept or reject any quotation and to cancel the bidding process and reject all bids at any time prior to the issue of contract letter. The bidders may be present in person or through one of their representative(s) with valid authorization letter during the opening of quotations as per the date and time fixed by the Project Director, DRDA, Subarnapur.
11. A sum of Rs. **5,000/-** shall be deposited by the intending bidders in shape of Account Payee Bank draft drawn in favour of the **Project Director, DRDA, Subarnapur payable at SBI, Subarnapur** and submitted along with the tender as security deposit. After completion of tender process, the amount will be refunded to unsuccessful bidders .

12. The 1<sup>st</sup> Lowest Bidder cannot claim to supply the articles, as the articles will be purchased as per the specification & quality asserting from the sample.

*h. D. S. 24/12/18*  
**Project Director,  
DRDA, Subarnapur**

Memo No- 6217 Date- 24/12/2018

Copy forwarded to the Addl. District Magistrate, Subarnapur/Sub-Collector s Sonapur & Birmaharajpur/All BDOs/All Tahasildar/All Executive Officers of ULBs/All CDPOs/All District Level Officers of Subarnapur District/All Line Deptts. for information and necessary action. They are requested to publish the notice in their notice Boards for wide publicity

*h. D. S.*  
**Project Director,  
DRDA, Subarnapur**

Memo No- 6218 Date- 24/12/2018

Copy to DIO, NIC , Subarnapur for information. He is requested to upload the same in the District website for wide publication.

*h. D. S.*  
**Project Director,  
DRDA, Subarnapur**

## EVALUATION FORM

1	Name of the Supplier	
2	Full address of Supplier's shop/showroom Telephone no. Fax no. E-mail address :	
3	Are you a dealer/retailer	
4	Trade Tax / Sales Tax Registration no. with Place (Copy to be attached)	
5	GST No. (with copy of certificate)	
6	Up to date GST Clearance/deposit Certificate (Copy to be attached)	

I do hereby certify that the above mentioned particulars are true and correct.

**Full Signature of the Bidder:**

**Date:**

**Seal**

### **DECLARATION BY THE BIDDER:**

It is hereby declared that I the undersigned, have read and examined all the terms and conditions etc. of the tender document for which I have signed and submitted the bid under proper lawful Power of Attorney. It is also certified that all the terms and conditions of the tender document are fully acceptable to me and I will abide by the conditions of the terms and conditions. This is also certified that our principal manufacturing firms have no objection in signing the purchase contract if the opportunity for the supply of the items against this tender is given to me/us.

Signature:

Date:

Name

Address

**FORMAT OF QUOTATION \***

Sl. No.	Description Goods	Specifications with Brand	Rates offered (In Rs)
1	2	3	4
1	Executive Chair with Arm	Godrej-EARL-7202	
2	Executive Table	Godrej-T8	
3	High back	Godrej Premier	
4	Steel Rack	Godrej-6Ft	
5	Steel Almirah	Godrej Store Wel Plain	
6	Computer Desktop	Core i3, 4GB, 1 TB	
7	Computer Laser Printer	(Multifunctional)	
8	Air Cooler	Usha/symphony	
9	Plastic Chair	Supreme	
10	Inverter with Battery	Luminous-H UPS-ECOWATT+ Rapid 1650 (12V), Battery-ILTT-24060 (180Ah)	
11	Color Printer	EPSON	

**Gross Total Cost: Rs.....**

Total bid price (including Taxes and Other) in Rs. \_\_\_\_\_ (in numbers)  
\_\_\_\_\_ (In Words)

Signature of the Bidder

Name of the Firm/Agencies

Address

Date

Place

Seal