



OFFICE OF THE TAHASILDAR, RAMPUR
DIST-SUBARNAPUR
(EXPRESSION OF INTEREST)

NOTICE

No. 4563 /Date- 18/07/2025

Last date of receipt of Tender : 06.08.2025 up to 1 P.M
Opening of Tender : 06.08.2025 at 3.30 P.M
Venue : Court chamber of Tahasildar, Rampur

Expression of Interest in plain paper in 2 BID systems are invited from intending Godrej manufactures/Authorized Suppliers/ Dealers/ Co-operative societies having valid GSTIN Registration and up to date sales Tax and I.T clearance for supply of Furniture & Fixtures to Tahasail Office, Rampur as per the term and conditions.

The details of furniture & Fixtures for supply with term and conditions can be downloaded from the District Website, www.subarnapur.nic.in.

Memo No. 4564 /Date: 18/07/2025

Copy submitted to District Information Officer, Subarnapur for favour of information and necessary action. He is requested to upload the E.O.I. Notice & Terms and conditions in the District Website.

Tahasildar, Rampur

Memo No. 4565 /Date: 18/07/2025

Copy submitted to all Tahasildar/ All B.D.O/ All C.D.P.Os of Subarnapur district for information with a request to display the same in the notice board.

Tahasildar, Rampur

Memo No. 4566 /Date: 18/07/2025

Copy submitted to the Additional District Magistrate, Subarnapur/ Sub-Collector, Sonepur for information and necessary action.

Tahasildar, Rampur

Tahasildar, Rampur

OFFICE OF THE TAHASILDAR, RAMPUR, DIST: SUBARNAPUR, ODISHA

TERMS AND CONDITIONS FOR EXPRESSION OF INTEREST NOTICE NO. 4562 / DATED 18/07/25

1. The suppliers shall download the tender papers and the terms and conditions from the website i.e. www.subarnapur.nic.in.
2. The service area must be located within 100 KMs radius from Rampur Tahasil.
3. Bidding rates should be inclusive off all taxes, loading and un-loading and transportation charges to the delivery point at Tahasil Office, Rampur.
4. Non refundable amount of **Rs. 1000/-** shall be deposited by the intending bidders in shape of **Account Payee Bank Draft** drawn in favour of the **Tahasildar, Rampur** and submitted along with the E.O.I as Bid processing Fees.
5. The bid documents must be accompanied by Valid GSTIN certificate, PAN card, IT clearance of last 3 years & Godrej authorized Dealership Certificate without which the E.O.I will be liable for rejection.
6. Telegraphic E.O.I. or E.O.I. sent in e-mail will not be accepted.
7. The Bid has been invited under two bid system i.e. Technical Bid & Financial Bid. The interested bidders are advised to submit two separate sealed envelopes super scribing "Technical Bid for supply of GODREJ Furniture & Fixtures" & Financial Bid for supply of GODREJ Furniture & Fixtures." Both sealed envelopes should be kept in another sealed envelope super scribing "Proposal for Supply of GODREJ Furniture & Fixtures to Tahasil Office, Rampur. "
8. Separate sheets can be used in Bid paper, if necessary.
9. The suppliers should quote the rates without any correction or overwriting.
10. The supplier shall sign in all pages of the Bid including the terms and conditions as token of acceptance.
11. The E.O.I completed in all respect should reach the undersigned on or before 06.08.2025 by 1 PM by Regd. Post/ Speed Post and shall be opened on the same day i.e. 06.08.2025 at 3:30 PM in the Court chamber of the Tahasildar, Rampur.
12. The suppliers and furniture and fixtures will be selected basing on the quality and the price quoted. No compromise with the quality will be entertained.
13. The authority reserves all right to place the supply order as per availability of funds. He/She is not bound, in any case to purchase any/ all furniture and fixtures quoted in the tender.
14. The undersigned is not bound to accept the lowest rates quoted by any supplier.
15. The undersigned reserves all rights to negotiate with any or all parties regarding rates of items and other terms and conditions before finalizing tender.
16. The undersigned reserves the right to select multiple supplier for the Tahasil office to facilitate easy and timely supply.
17. The successful bidder will supply the materials within 07 days of placing of order by the undersigned.
18. Payment shall be made by the undersigned after the materials received in specified good condition.
19. The undersigned reserves all right to reject/ cancel any or all the Bid without assigning any reason thereof.


Tahasildar, Rampur

DETAILS OF FURNITURE & FIXTURES FOR SUPPLY

Sl. No.	Name of the Furniture & Fixtures (Godrej made)	Specification
1	Almirah	Store well Plain (1981 x 916W x 486D)
2	S-Chair	CH-7B
3	Unitized Table	T-8 (1199 x 590 x 735)
4	Rack	Multiflex Rack (6 self)
5	Computer Table	Companion : C9
6	Computer Chair	Diva 7046

Technical Bid (Details of Seller and Undertaking)

Sl.No.	Description	Full Details
1	Name of the Bidder:	
2	Address for communication: Tel: Fax: Email ID:	
3	Name of the authorized person signing & submitting the bid on behalf of the Bidder: Mobile No.: Email ID:	
4	Godrej Authorized Dealership Details Registration No: Date & Year. :	
5	Address of Branch Office in Odisha	
6	Bid Processing Fee Details Amount: DD No.: Date: Name of the Bank:	
7	PAN/TAN Number:	
8	Goods and Services Tax Identification Number (GSTIN)	
9	Willing to carry out assignments as per the scope of work of the Bid Document	YES
10	Willing to accept all the terms and conditions as specified in the Bid Document	YES

Undertaking/Declaration

1. I, _____ Son/Daughter/Wife of Shri _____
Proprietor / Director/ Authorized Signatory of the bidder, mentioned above, am competent to sign this declaration and execute this bid document;
2. I/we have carefully read and understood all the terms and conditions of the BID document and undertake to abide by them.
3. The information / documents furnished along with the above application are true and authentic to the best of my knowledge and belief. I /We, am / are well aware of the fact that furnishing of any false information /fabricated document would lead to rejection of my BID at any stage besides liabilities towards prosecution under appropriate law.
4. I/wealsocertifythatourfirmhasnotbeenblacklisted/debarred/bannedbyanyStateGovt./UT/ Central Govt. /Govt. organization / Govt. Institution / PSU / Govt. run autonomous body, Society andorconvictedbyanycourttoflawdueto(a)Serviceorqualitysupplied(b)submissionoffakeor forged documents (c) submission of incorrect information/ suppression of vital information and facts / misrepresentation of quality certificates (d) non-performance or non-supply (e) any other reasons.
5. Thisisalsocertifiedthatneithermyselfnormyorganizationwillbeindulgedinanycorrupt practices so far as this bidding is concerned.
6. I/We, hereby unconditionally undertake to accept all the terms and conditions as stipulated in the BID document. In case any provisions of this BID document are found violated, then the Tahasildar, Rampur shall without prejudice to any other right or remedy be at liberty to reject our Bid.

Authorized Signatory [In full and initials]
Name and Designation of Signatory with Date and Seal:
Address of the Bidder

Fin-1

FINANCIAL BID FORM

To,

The Tahasildar, Rampur

Sir,

I/We, the undersigned, offer to provide Godrej make Furniture & Fixtures as per the Financial Proposal mentioned below.

DETAILS OF FURNITURE & FIXTURES

Sl. No.	Name of the Furniture & Fixtures (Godrej make)	Specification	Max. rate per article (In Rupees) (Inclusive of all taxes, handling charges, Transportation charges etc.)
1	Almirah	Store well Plain (1981 x 916W x 486D)	
2	S-Chair	CH-7B	
3	Unitized Table	T-8 (1199 x 590 x 735)	
4	Rack	Multi flex Rack (6 shelf)	
5	Computer Table	Companion : C9	
6	Computer Chair	Diva 7046	

The above quoted price at col. (d) is inclusive of all taxes, charges, levies, cost of packing, transportation cost, delivery & commissioning etc.

I/we do hereby undertake that, in the event of acceptance of our bid, the supply shall be made in accordance with the terms and conditions as stipulated in the BID document.

Our financial proposal shall be binding upon us subject to the modifications resulting from contract negotiations, up to expiration of the validity period of the proposal of **90 days**.

I/We have carefully read and understood the terms and conditions of the BID document and do hereby undertake to supply the articles.

I understand that you are not bound to accept any proposal you receive.

Yours faithfully,

Authorized Signatory [In full and initials]
Name and Designation of Signatory with Date and Seal:
Address of the Bidder: