



**TENDER DOCUMENT - C
EMPANELMENT FOR PROVIDING
OFFICE STATIONARY**

Bid Reference No: 1993(C)/DPMU/NHM/2025
Date: 19.08.2025

19.8.25
Chief Dist. Medical &
Public Health Officer
Subarnapur

Zilla Swasthya Samiti
District Programme Management Unit
National Health Mission, Subarnapur

SECTION 1 - NOTICE INVITING PROPOSAL

Bid Reference No: 1993(C)/DPMU/NHM/2025

Dated: 19.08.2025

DETAILED PROPOSALS ARE INVITED FROM ELIGIBLE AGENCIES FOR EMPANELLED FOR
PROVIDING OFFICE STATIONARY

1	Period of Availability of RFP Document	From (Downloadable from website: www.subarnapur.odisha.gov.in)
2	Pre-bid Meeting	Date : 01.09.2025 Time : 11 AM Address: Mini Conference Hall, O/o of the Chief District Medical & Public Health Officer, District Head Quarter Hospital, At/P.O. Sonapur, Dist. Subarnapur, Odisha, 767017
3	Last date and address for submission of Proposal	Date: 09.09.2025 Time : 5 PM Address: To, The Chief District Medical & Public Health Officer, O/o of the Chief District Medical & Public Health Officer, District Head Quarter Hospital, At/P.O. Sonapur, Dist. Subarnapur, Odisha, 767017 <i>NB : Proposals should be submitted through Speed post / Registered post / Courier only</i>
4	Date, time and place of opening of Proposal and presentation	a) Technical Proposal (Part A) opening : 10.09.2025 b) Financial Proposal (Part B): <i>Financial Proposal of bidders who will qualify in technical proposal will only be opened on the same day or date will be communicated to the successful bidder.</i> <i>(Bidders / authorized representative may remain present at the time of opening of proposal)</i>

19.8.25

Chief Dist. Medical &
Public Health Officer
Subarnapur

SECTION - II - INSTRUCTION TO BIDDERS

EMPANELMENT FOR PROVIDING OFFICE STATIONARY

- Sealed tenders/bids are hereby invited for authorised Supplier regarding empanelment for providing office stationeries for different Trainings/Workshops/Meetings/ Events / Office work of DPMU, NHM, Subarnapur on annual rate Contract basis for a period of one year.
- Interested bidders may obtain details terms and conditions from the website for taking up this assignment. The interested bidder may download the tender document from district website www.subarnapur.odisha.gov.in.
- The tender documents can be downloaded from the district website from 19.08.2025
- The last date of submission of the bidder is 09.09.2025 till 4 PM through Speed Post/ Registered Post or courier only.
- Interested eligible bidder may submit the bid to CDM & PHO, AT/PO/Dist-Subarnapur.
- The Proposal shall be in two parts i.e. Cover-A and Cover-B. "Cover-A" shall contain the Technical Proposal and "Cover-B" shall contain the Financial Proposal.
- Technical and Financial Proposal shall be submitted separately in sealed covers with clear inscription as "TECHNICAL/ FINANCIAL PROPOSAL" on top of respective covers and both the sealed envelopes shall be sealed in a third envelop and it should be super scribed as "PROVIDING OF OFFICE STATIONARY ON ANNUAL RATE CONTRACT BASIS"
- Those applicants who shall qualify in the technical evaluation shall be eligible for participation in Financial Proposal Opening.
- The tender will be opened on 10.09.2025 at 11 AM in the office chamber of the CDM & PHO. Bidder/ authorised representative may present during opening of bid documents if they wish.
- Any legal dispute arising out of this subject to jurisdiction of Subarnapur Only.
- The CDM & PHO, Subarnapur reserves its right to accept or reject any or all quotations or any part thereof without any liability to communicate any reason.

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Chief Dist. Medical &
Public Health Officer
Subarnapur

SECTION – III - TERMS & CONDITIONS

Clause 1: General Terms and Conditions

- The period of empanelment would initially be for one year from the date of finalization of the tender which can be renewed for further one year or lesser period depending on the satisfactory service delivery on same or new terms and conditions. The bidders shall quote the price and other components of price as per the format for financial offer attached. The rates quoted shall be most competitive in terms of rates and prices prevalent in the market.
- No seasonal revision in rate shall be allowed during the period of empanelment. However in case of hike of the market price the bidder have to submit the purchase order copy for further decision of hike in midterm.
- The prospective bidders should have the compliance of all the relevant Laws, Acts and regulations as applicable from time to time.
- CDM & PHO, Subarnapur shall have exclusive rights to cancel / terminate the empanelled agency at any time and without any notice at its own discretion without assigning any reason thereof.

Clause 2: Terms of Payments

- The bills shall be accompanied with a copy of the supply order duly issued by authorized signatory of CDM & PHO at the time of payment.
- No advance payment will be released.
- As far as possible, payment of bills will be made to the agencies within fifteen days of submitting of the bills to the CDM & PHO Office.

Clause 3: Eligibility Criteria for Bidders

In order to become eligible,

- Registration for GST
- Registration for PAN

Clause 4: Documents to be attached

The financial offer should be accompanied with the following documents duly self attested:

- A non-refundable fee of Rs. 1000/- in the shape of Demand Draft in favor of “ZSS NON NRHM, Fund, Subarnapur” payable at Subarnapur.
- EMD of Rs. 5,000/- through D.D. in favor of “ZSS NON NRHM, Fund, Subarnapur” payable at Subarnapur. However, as per the Finance Department, Govt. of Odisha office memorandum no. 21926 dated 12.8.2015, the local MSEs registered with respective DICs, Khadi, Village, Cottage & Handicraft Industries, OSIC and NSIC are exempted from submission of EMD while participating in tenders of Govt. Departments and Agencies under its control. It is further clarified that the above exemption is applicable to local MSEs registered in Odisha only. This exemption to the local MSEs shall be applicable if the kind of service as required under this tender enquiry is clearly specified against the details of the service to be provided in their DIC / NSIC registration certificate (to be furnished in the technical bid).
- Photo Copy of GST Registration certificate in the name of registered owner.
- Photo Copy of PAN certificate in the name of registered owner.

19-8-25
Chief Dist. Medical &
Public Health Officer

TENDER FORM - A
Technical Bid

1	Name of the Supplier	
2	Address of the Supplier	
3	Name of authorized Signatory (in capital letters)	
4	Specimen signature of the authorized signatory.	
5	Telephone number of authorized signatory / Firm/agency	
6	GST registration (Photo copy to be attached)	
7	PAN (Photo Copy to be Attached)	
8	Draft number and date of the Processing Fee of Rs.1,000/-	
9	Draft number and date of the EMD of Rs.5,000/-	
10	Whether all documents submitted signed by the authorized signatory of the Firm/agency (Yes/ No)	

DECLARATION

I / we hereby certify that the terms and conditions, specification etc. given with the tender notice have been read carefully and acceptable to me/us and that the information furnished above is full and correct to the best of my /our knowledge. I / we understand that in case of any deviation in the above statement at any state, our Firm/Agency will be blacklisted and will not have any dealing with your organization in future.

Place:

Date:

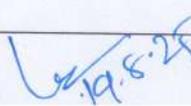
(Signature and seal of the authorized signatory)
Seal

19.8.25

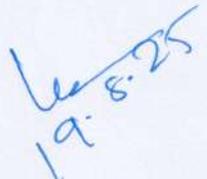
**Chief Dist. Medical &
Public Health Officer
Subarnapur**

TENDER FORM - B

Sl. No.	Item	Unit	Specification	Amount (Rs.) (Inclusive of Tax, Transportation)
1	Plain Paper (A4)	Pkt	JK brand(Red)- 75 GSM	
2	Plain Paper (A4)	Pkt	JK brand(Green)- 70 GSM	
3	Plain Paper (A4)	Pkt	Image Copier brand- 75 GSM	
4	Plain Paper (legal)	Pkt	JK brand(Red)- 75 GSM	
5	Plain Paper (legal)	Pkt	JK brand(Green)- 70 GSM	
6	Plain Paper (legal)	Pkt	Image Copier brand- 75 GSM	
7	Note Sheet	No	½ full size scape 90 GSM thickness	
8	Lever Arch file	No	Best Quality	
9	Guard file with hole	No	Best Quality	
10	Adhesive Flag	No	Corporate/Oddy/Equivalent	
11	Alpin	Packet	Corporate/oddy/Equivalent	
12	Tag	packet	Best quality	
13	Guard File	No	Mention company name	
14	File Board	No	Mention company name	
15	Stapler 10	No	Kangaro/Max/Chrome/Equivalent	
16	Stapler 20	No	Kangaro/Max/Chrome/Equivalent	
17	Stapler 45D	No	Kangaro/Max/Chrome/Equivalent	
18	Stapler pin -10	Pkt	Kangaro/Max/Chrome/Equivalent	
19	Stapler pin -20	Pkt	Kangaro/Max/Chrome/Equivalent	
20	Stapler Pin 45D	Pkt	Kangaro/Max/Chrome/Equivalent	
21	Gum Tube	No	Mention company name	
22	Gum Bottle 200ml	bott	Mention company name	
23	Cello Tape (big)	No	Transparent	
24	Cello tape (small)	No	Transparent	
25	Cello Tape (big)	No	Colour	
26	Cello tape (small)	No	Colour	
27	Envelop (4" x 8")	No	White/color -Plain	
		No	White/color with printing	
28	Envelop (4" x 11")	No	White/color -Plain	
			White/color with printing	
29	Envelop (A4)	No	Plain/Cloth coating with printing	
30	X- ray Envelop(10" x8")	No	Plain/Cloth coating with printing	
31	X – ray Envelop (10" x12")	No	Plain/Cloth coating with printing	
32	X –ray Envelop(14" x17")	No	Plain/Cloth coating with printing	
33	Stamp Pad	no	Ashoka/Supreme/Camel/Equivalent	
34	Marker	No	Mention Brand	
35	Highlighter	No	Mention Brand	
36	Correction Pen	No	Camlin/ best quality brand	
37	Pen (Roller Ball)	No	Uniball/Pilot/Phoenix/Equivalent	
38	Pen Ball Point	No	Cello/Flair/Reynolds/Equivalent	
39	Pen Gel	No	Trimax/Cello/Flair/Equivalent	
40	Conference Pad (15x21 cm) (20 pgs)	No	N.G/Shipra/Equivalent	
41	Spiral pad(50 sheets - 21 x 15 cm)	No	N.G/Shipra/Equivalent	
42	Spiral pad no. 33	No	N.G/Shipra/Equivalent	
43	Spiral pad no. 66	No	N.G/Shipra/Equivalent	
44	Plastic Folder - Normal	No	N.G/Solo/Word One	
45	Plastic Folder solo (101)	No	N.G/Solo/Word One/Equivalent	
46	Scissor (Stainless Steel 16 cms)	No	Kebica/Saya/SPI/Equivalent	


 Chief Dist. Medical &
 Public Health Officer
 Subarnapur

Sl.No	Item	Unit	Specification	Amount (Rs.) (Inclusive of Tax, Transportation)
47	Calclator(12digit)	No	Casio/Citizen/Equivalent	
48	Pen stand	No	Kebica/Solo/equivalent	
49	Pencil Eraser (Non-Dust)	No	Natraj/Apsara/Equivalent	
50	Pencil Sharpener	No	Natraj/Apsara/Equivalent	
51	Permanent Marker	No	Luxor/Reynolds/Pik/Equivalent	
52	Paper Punch Double No.280	No	Kangaro/Max/Rapid/Equivalent	
53	Paper Punch Double No.800	No	Kangaro/Max/Rapid/Equivalent	
54	Paper Punch (Single Hole)	No	Kangaro/Max/Rapid/Equivalent	
55	Register - 72 page	No	Neelgagan/Shpra/Swastik/Equivalent	
56	Register -96page	No	Neelgagan/Shpra/Swastik/Equivalent	
57	Register -120page	No	Neelgagan/Shpra/Swastik/Equivalent	
58	Register -160page	No	Neelgagan/Shpra/Swastik/Equivalent	
59	Register -192page	No	Neelgagan/Shpra/Swastik/Equivalent	
60	Register -288pages	No	Neelgagan/Shpra/Swastik/Equivalent	
61	Scale - Plastic (long-12")	No	Castle/Aeromax/Equivalent	
62	Sketch Pen	No	Luxor/Reynolds/Equivalent	
63	White Board Marker	No	Luxor/Reynolds/Equivalent	
64	Jute Bag (With Printing)	No		
65	Jute Bag (Without printing)	No		
66	Note Pad (160 pages)	No		


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 Chief Dist. Medical &
 Public Health Officer
 Subarnapur



TENDER DOCUMENT - B
EMPANELMENT FOR CATERING SERVICES (SUPPLY OF
LUNCH/DINNER, TEA AND SNACKS
ON ANNUAL RATE CONTRACT BASIS)

Bid Reference No: 1993(B)/DPMU/NHM/2025
Date: 19.08.2025

19.8.25

Chief Dist. Medical &
Public Health Officer
Subarnapur

Zilla Swasthya Samiti
District Programme Management Unit
National Health Mission, Subarnapur.

SECTION 1 - NOTICE INVITING PROPOSAL

Bid Reference No: 1993(B)/DPMU/NHM/2025

Date-19.08.2025

DETAILED PROPOSALS ARE INVITED FROM ELIGIBLE AGENCIES FOR EMPANELLED FOR CATERING SERVICES ON ANNUAL RATE CONTRACT BASIS.

1	Period of Availability of RFP Document	From (Downloadable from website: www.subarnapur.odisha.gov.in)
2	Pre-bid Meeting	Date : 01.09.2025 Time : 11 AM Address: Mini Conference Hall, O/o of the Chief District Medical & Public Health Officer, District Head Quarter Hospital, At/P.O. Sonepur, Dist. Subarnapur, Odisha,767017
3	Last date and address for submission of Proposal	Date: 09.09.2025 Time: 5PM Address: To, The Chief District Medical & Public Health Officer, O/o of the Chief District Medical & Public Health Officer, District Head Quarter Hospital, At/P.O. Sonepur, Dist. Subarnapur, Odisha,767017 <i>NB : Proposals should be submitted through Speed post / Registered post / Courier only</i>
4	Date, time and place of opening of Proposal and presentation	a) Technical Proposal (Part A) opening : 10.09.2025 b) Financial Proposal (Part B): <i>Financial Proposal of bidders who will qualify in technical proposal will only be opened on the same day or date will be communicated to the successful bidder.</i> <i>(Bidders / authorized representative may remain present at the time of opening of proposal)</i>

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Chief Dist. Medical &
Public Health Officer
Subarnapur ✓

SECTION - II - INSTRUCTION TO BIDDERS

**EMPANELMENT FOR CATERING SERVICES (SUPPLY OF LUNCH/DINNER, TEA AND SNACKS)
ON ANNUAL RATE CONTRACT BASIS**

1. Sealed tenders/bids are hereby invited for registered Caterers / Hotels / Agencies regarding empanelment for supplying of Lunch, Tea & Snacks for different Trainings/Workshops/Meetings/ Events of ZSS, Subarnapur on annual rate Contract basis to CDM & PHO, Subarnapur for a period of one year.
2. Interested bidders may obtain details terms and conditions from the website for taking up this assignment. The interested bidder may down load the tender document from district website www.subarnapur.odisha.gov.in
3. The tender documents can be downloaded from the district website from 19.08.2025
4. The last date of submission of the bidder is 09.09.2025 till 5 PM through Speed Post/ Registered Post or courier only.
5. Interested eligible bidder may submit the bid to CDM & PHO, AT/PO/Dist- Subarnapur.
6. The Proposal shall be in two parts i.e. Cover-A and Cover-B. "Cover-A" shall contain the Technical Proposal (Tender Form –A) and "Cover-B" shall contain the Financial Proposal (Tender Form B – Financial Proposal I to III) .
7. Technical and Financial Proposal shall be submitted separately in sealed covers with clear inscription as "TECHNICAL/ FINANCIAL PROPOSAL" on top of respective covers and both the sealed envelopes shall be sealed in a third envelop and it should be super scribed as "SUPPLY OF LUNCH, TEA AND SNACKS ON ANNUAL RATE CONTRACT BASIS"
8. Those applicants who shall qualify in the technical evaluation shall be eligible for participation in Financial Proposal Opening.
9. The tender will be opened on 10.09.2025 at 11 AM in the office chamber of the CDM & PHO. Bidder/ authorised representative may present during opening of bid documents If they wish.
10. Any legal dispute arising out of this subject to jurisdiction of Subarnapur Only.
11. The CDM & PHO, Subarnapur reserves its right to accept or reject any or all quotations or any part thereof without any liability to communicate any reason.

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19-8-25
Chief Dist. Medical &
Public Health Officer
Subarnapur

SECTION – III - TERMS & CONDITIONS

- The Firm should have up to date valid Food licence.
- The firm should have registered under GST and have valid GST certificate.
- The firm should have valid PAN card.
- Tender must be accompanied by Processing fee of Rs. 1,000/- (Non refundable) & Earnest Money of Rs.5,000/- (Refundable) by way of demand draft, drawn on any Nationalized Bank in favour of "ZSS, Non NRHM Fund subarnapur" payable at Subarnapur. Tenders not accompanied by Processing Fee & Earnest money will not be considered. EMD of unsuccessful tenderers will be returned without interest on finalization of bid. EMD of successful tender will be retained & will be refunded after expiry of the contract. However, as per the Finance Department, Govt. of Odisha office memorandum no. 21926 dated 12.8.2015, the local MSEs registered with respective DICs, Khadi, Village, Cottage & Handicraft Industries, OSIC and NSIC are exempted from submission of EMD while participating in tenders of Govt. Departments and Agencies under its control. It is further clarified that the above exemption is applicable to local MSEs registered in Odisha only. This exemption to the local MSEs shall be applicable if the kind of service as required under this tender enquiry is clearly specified against the details of the service to be provided in their DIC / NSIC registration certificate (to be furnished in the technical bid).
- The firm should have adequate manpower to supply the food in time.
- The firm will supply the food as per the order and payment will be made after completion of the programme within 15 days of receipt of bill.
- After completion of the programme the firm should submit the bill along with a copy of the supply order.
- The firm shall supply the food at the designated venue at his own cost. No extra charges will be made for transportation.
- The quality of the food should be very good, delicious, tasty and hygienic and if found any type of food poisoning the payment will be stopped and legal proceedings will be initiated.
- The food should not contain maggots/insects/stones etc. If found, no payment will be made for that supply. All the food items should be served in fresh condition and should not be stale. Lunch, breakfast and tea will be served in buffet system.
- Ice cream, mineral Water, Soft drinks and Snacks etc should be provided by the bidder at the market price and should not more than MRP.
- Oil, Spices & Condiments of branded company should be used.
- The total average price of all items in Sl. No 1 to 14 will be (taking the average of each items) shall be taken into account for arriving the L1 Price.
- The rates quoted per plate (highest rate quoted in each Sl. No.) should not exceed Rs.190/- only (exclusive of GST).
- Order may be placed meal wise or item wise.
- The selected firm have to execute an agreement with CDM & PHO, Subarnapur for a period of One year. The Contract may be extended for further period of one year with existing terms and conditions subject to satisfactory performance and mutual consent.

Place
Date

19.8.25

Chief Dist. Medical &
Public Health Officer
Subarnapur

(Signature and seal of the authorized signatory)

DOCUMENTS TO BE SUBMITTED WITH THE BID

The firm/supplier has to submit the following documents along with Technical Bid (Tender Form A.)

1. Photo copy of PAN/TIN.
2. Photo copy of GST registration certificate.
3. Valid Food License.
4. Tender must be accompanied by Rs 1000/- (Rupees One Thousand) Only (Non refundable as processing fees and Rs 5000/- (Rupees Five Thousand) Only (refundable) as EMD by way of Demand Draft (Must be submitted), drawn on any Nationalized Bank in favour of "ZSS Non NRHM Fund Subarnapur" payable at Subarnapur.

Place
Date

Signature and seal of the authorized signatory
(Seal)

19-8-25

Chief Dist. Medical &
Public Health Officer
Subarnapur

TENDER FORM - A
Technical Bid

1	Name of the Firm/agency	
2	Address of the Firm/agency	
3	Name of authorized signatory (in capital letters)	
4	Specimen signature of the authorized signatory.	
5	Telephone number of authorized signatory / Firm/agency	
6	GST registration (Photo copy to be attached)	
7	TIN/ PAN (Photo Copy to be Attached)	
8	Valid Food License (Photo Copy to be attached)	
9	Draft number and date of the Processing Fee of Rs.1,000/-	
10	Draft number and date of the EMD of Rs.5,000/-	
11	Whether all documents submitted signed by the authorized signatory of the Firm/agency (Yes/ No)	

DECLARATION

I / we hereby certify that the terms and conditions, specification etc. given with the tender notice have been read carefully and acceptable to me/us and that the information furnished above is full and correct to the best of by /our knowledge. I / we understand that in case of any deviation in the above statement at any state, our Firm/Agency will be blacklisted and will not have any dealing with your organization in future.

Place:

Date:

(Signature and seal of the authorized signatory)

Seal

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19-8-25
Chief Dist. Medical &
Public Health Officer
Subarnapur

TENDER FORM - B
Financial Bid - I

Format I - Veg Meal with Tea & Snacks

Sl.No	Name of the Item	Quantity Approx per plate	Price(Rs) Item Wise(Excl of Taxes)	Average Price (Rs) of each item Sl.No	% of Tax
1	Plain Rice	200 gm			
	Zeera Rice	200 gm			
	Veg Fried Rice	200 gm			
2	Plain Dal	200 gm			
	Dal Fry	200 gm			
3	Veg Curry(Mix veg)	200 gm			
	Veg Curry(Navratana Kurma)	200 gm			
	Veg Curry(Potal Kurma)	200 gm			
	Veg Curry(Fulkobi Kasa)	200 gm			
4	Spl. Veg (Paneer) Curry/Chilli	200 gm			
	Spl. Veg (Mushroom) Curry/Chilli	200 gm			
	Spl. Veg (Fulkobi) Curry/Chilli	200 gm			
5	Chips(veg)/ Special Bhaja	200 gm			
	Bharta (Patato/brinjal)	200 gm			
6	Khata (Tamato & Khajra)	200 gm			
	Khata (Dahi Baigan/ Dahi Bundi)	200 gm			
	Khata (Ambula)	200 gm			
	Khata (Pineapple/Mango)	200 gm			
7	Salad & Papad	200 gm			
8	Sweet (Rasgolla)	200 gm			
	Sweet(Zalebi)	200 gm			
	Sweet(Golab Jamun)	200 gm			
9	Payas	200 gm			
	Sweet Curd	200 gm			
	Ice Cream (Spl. Brand, cup)	100 gm			
10	Tea /Coffee(Two Times)				
11	Snacks - Samosa/Bada/Aluchap (2pc)& sweet (1 Pc) or Chat	Per Plate			
	Snacks - Kaju(6Pc), Mungdal(50gm), Biscuit(1 pkt) & Sweet(1pc)	Per Plate			
12	Water Bottle	500 ml			
13	Dahi Bada & Aloo Dum	200 gm			
14	Chat	200 gm			
**Total Price per plate (taking the highest price of items in each sl.no) (Sum of highest prices of items from 1 to 14)					
***Total Average Price per plate (taking the average of items in each sl.no) (Sum of average prices of items from 1 to 14)					

*The price should include transportation cost with crockery, serving dishes, manpower.

** Total Price quoted per plate (taking the highest price of items in each sl.no) should not exceed Rs. 250/- (Excluding of taxes).

*** Incase of L1 price quoted by different bidders for different items, the total average price per plate will be (taking the average of each items) shall be taken into account for arriving the L1 Price.

Place:

Date:

19.8.25

Chief Dist. Medical & Public Health Officer
Subarnapur

(Signature and seal of the authorized signatory)

TENDER FORM - B
Financial Bid -II

Format II - Non Veg Meal with Tea & Snacks

Sl.No	Name of the Item	Quantity Approx per plate	Price(Rs) Item Wise(Excl of Taxes)	Average Price (Rs) of each item Sl.No	% of Tax
1	Plain Rice	200 gm			
	Zeera Rice	200 gm			
	Veg Fried Rice	200 gm			
2	Plain Dal	200 gm			
	Dal Fry	200 gm			
3	Veg Curry(Mix veg)	200 gm			
	Veg Curry(Navratana Kurma)	200 gm			
	Veg Curry(Potal Kurma)	200 gm			
	Veg Curry(Fulkobi Kasa)	200 gm			
4	Fish Curry/Kasa	200 gm			
	Chicken Curry/Kasa	200 gm			
5	Chips(veg)/Special Bhaja	200 gm			
	Bharta (Patato/brinjal)	200 gm			
6	Khata (Tamato&Khajra)	200 gm			
	Khata (Dahi Baigan/Dahi Bundi)	200 gm			
	Khata (Ambula)	200 gm			
	Khata (Pineapple/Mango)	200 gm			
7	Salad & Papad	200 gm			
	Sweet (Rasgolla)	200 gm			
8	Sweet(Zalebi)	200 gm			
	Sweet(Golab Jamun)	200 gm			
	Sweet(Payas)	200 gm			
09	Sweet Curd	200 gm			
	Ice Cream (Spl. Brand, cup)	100 gm			
	Tea /Coffee(Two Times)				
11	Snacks – Samosa /Bada/Aluchap (2pc)& sweet (1 Pc)	Per Plate			
	Snacks - Kaju(6Pc), Mungdal(50gm), Biscuit(1 pkt)) & Sweet(1pc)	Per Plate			
12	Water Bottle	500 ml			
13	Dahi Bada & Aloo Dum	200 gm			
14	Chat	200 gm			
**Total Price per plate (taking the highest price of items in each sl.no) (Sum of highest prices of items from 1 to 14)					
***Total Average Price per plate (taking the average of items in each sl.no) (Sum of average prices of items from 1 to 14)					

*The price should include transportation cost with crockery, serving dishes, manpower..

** Total Price quoted per plate (taking the highest price of items in each sl.no) should not exceed Rs. 250/- (Excluding of taxes).

*** Incase of L1 price quoted by different bidders for different items, the total average price per plate will be (taking the average of each items) shall be taken into account for arriving the L1 Price.

Place:
Date:

(Signature and seal of the authorized signatory)

19.06.25

Chief Dist. Medical &
Public Health Officer
Subarnapur ✓

TENDER FORM - B
Financial Bid-III

Format III - Rate of some other Items

Sl.No	Name of the Item	Quantity Approx per plate	Price(Rs) Item Wise(Excl of Taxes)	% of Tax
1	Chicken Biryani having zeera rice with Chicken, cashew nuts, Elaichi, cloves, green mutter, Beet & Carrot. (Kachumber complementary)	500 gm		
2	Mutton Biryani having zeera rice with Chicken, cashew nuts, Elaichi, cloves, green mutter, Beet & Carot. (Kachumber complementary)	500 gm		
3	Veg Biryani having zeera rice with panner, cashew nuts, Elaichi, cloves, green mutter, Beet & carot. (Kachumber complementary)	500 gm		
4	Mutton Curry/Kasa	200gm		
5	Chilly Chicken -	200 gm		
6	Egg Curry/ Kasa (2 pieces)	Per Plate		
7	Roti	Per Piece		
8	Paratha	Per Piece		

*The price should include transportation cost with crockery, serving dishes, manpower.

Place:
Date:

(Signature and seal of the authorized signatory)

19-8-25
Chief Dist. Medical &
Public Health Officer
Subarnapur



**TENDER DOCUMENT - E
EMPANELMENT FOR PROVIDING
WATER SUPPLY ITEMS**

**Bid Reference No: 1993(E)/DPMU/NHM/2025
Date: 19.08.2025**

19-8-25
Dist. Medical &
Public Health Officer
Subarnapur

Zilla Swasthya Samiti
District Programme Management Unit
National Health Mission, Subarnapur

SECTION 1 - NOTICE INVITING PROPOSAL

Bid Reference No: 1993(E)/DPMU/NHM/2025

Date: 19.08.2025

DETAILED PROPOSALS ARE INVITED FROM ELIGIBLE AGENCIES FOR EMPANELLED FOR
PROVIDING WATER SUPPLY ITEMS

1	Period of Availability of RFP Document	From (Downloadable from website: www.subarnapur.odisha.gov.in)
2	Pre-bid Meeting	Date :01.09.2025 Time : 11 AM Address: Mini Conference Hall, O/o of the Chief District Medical & Public Health Officer, District Head Quarter Hospital, At/P.O. Sonepur, Dist. Subarnapur, Odisha,767017
3	Last date and address for submission of Proposal	Date: 09.09.2025 Time-5 PM Address: To, The Chief District Medical & Public Health Officer, O/o of the Chief District Medical & Public Health Officer, District Head Quarter Hospital, At/P.O. Sonepur, Dist. Subarnapur, Odisha,767017 <i>NB : Proposals should be submitted through Speed post / Registered post / Courier only</i>
4	Date, time and place of opening of Proposal and presentation	a) Technical Proposal (Part A) opening :10.09.2025 b) Financial Proposal (Part B): <i>Financial Proposal of bidders who will qualify in technical proposal will only be opened on the same day or date will be communicated to the successful bidder.</i> <i>(Bidders / authorized representative may remain present at the time of opening of proposal)</i>

19-8-25
[Signature]
Chief Dist. Medical &
Public Health Officer
Subarnapur

SECTION - II - INSTRUCTION TO BIDDERS

EMPANELMENT FOR PROVIDING WATER SUPPLY ITEMS

- Sealed tenders/bids are hereby invited for authorised Supplier regarding empanelment for water supply items for different office maintenance work of different establishments under CDM & PHO, Subarnapur on annual rate Contract basis for a period of one year.
- Interested bidders may obtain details terms and conditions from the website for taking up this assignment. The interested bidder may download the tender document from district website www.subarnapur.odisha.gov.in
- The tender documents can be downloaded from the district website from 19.08.2025
- The last date of submission of the bidder is 09.09.2025 till 5 PM through Speed Post/ Registered Post or courier only.
- Interested eligible bidder may submit the bid to CDM & PHO, AT/PO/Dist- Subarnapur.
- The Proposal shall be in two parts i.e. Cover-A and Cover-B. "Cover-A" shall contain the Technical Proposal and "Cover-B" shall contain the Financial Proposal.
- Technical and Financial Proposal shall be submitted separately in sealed covers with clear inscription as "TECHNICAL/ FINANCIAL PROPOSAL" on top of respective covers and both the sealed envelopes shall be sealed in a third envelop and it should be super scribed as 'PROVIDING WATER SUPPLY ITEMS ON ANNUAL RATE CONTRACT BASIS'
- Those applicants who shall qualify in the technical evaluation shall be eligible for participation in Financial Proposal Opening.
- The tender will be opened on 10.09.2025 at 11 AM in the office chamber of the CDM & PHO. Bidder/ authorised representative may present during opening of bid documents if they wish.
- Any legal dispute arising out of this subject to jurisdiction of Subarnapur Only.
- The CDM & PHO, Subarnapur reserves its right to accept or reject any or all quotations or any part thereof without any liability to communicate any reason.

Lee
19-8-25
Chief Dist. Medical &
Public Health Officer
Subarnapur

SECTION – III - TERMS & CONDITIONS

Clause 1: General Terms and Conditions

- The period of empanelment would initially be for one year from the date of finalization of the tender which can be renewed for further one year or lesser period depending on the satisfactory service delivery on same or new terms and conditions. The bidders shall quote the price and other components of price as per the format for financial offer attached. The rates quoted shall be most competitive in terms of rates and prices prevalent in the market.
- No seasonal revision in rate shall be allowed during the period of empanelment. However in case of hike of the market price the bidder have to submit the purchase order copy for further decision of hike in midterm.
- The prospective bidders should have the compliance of all the relevant Laws, Acts and regulations as applicable from time to time.
- CDM & PHO, Subarnapur shall have exclusive rights to cancel / terminate the empanelled agency at any time and without any notice at its own discretion without assigning any reason thereof.

Clause 2: Terms of Payments

- The bills shall be accompanied with a copy of the supply order duly issued by authorized signatory of CDM & PHO at the time of payment.
- No advance payment will be released.
- As far as possible, payment of bills will be made to the agencies within fifteen days of submitting of the bills to the CDM & PHO Office.

Clause 3: Eligibility Criteria for Bidders

In order to become eligible,

- Registration for GST
- Registration for PAN

Clause 4: Documents to be attached

The financial offer should be accompanied with the following documents duly self attested:

- A non-refundable fee of Rs. 1000/- in the shape of Demand Draft in favor of "ZSS NON NRHM, Fund, Subarnapur" payable at Subarnapur.
- EMD of Rs. 3,000/- through D.D. in favor of "ZSS NON NRHM, Fund, Subarnapur" payable at Subarnapur. However, as per the Finance Department, Govt. of Odisha office memorandum no. 21926 dated 12.8.2015, the local MSEs registered with respective DICs, Khadi, Village, Cottage & Handicraft Industries, OSIC and NSIC are exempted from submission of EMD while participating in tenders of Govt. Departments and Agencies under its control. It is further clarified that the above exemption is applicable to local MSEs registered in Odisha only. This exemption to the local MSEs shall be applicable if the kind of service as required under this tender enquiry is clearly specified against the details of the service to be provided in their DIC / NSIC registration certificate (to be furnished in the technical bid).
- Photo Copy of GST Registration certificate in the name of registered owner
- Photo Copy of PAN certificate in the name of registered owner

19.5.2015
Public Health Officer
Subarnapur

TENDER FORM - A
Technical Bid

1	Name of the Supplier	
2	Address of the Supplier	
3	Name of authorized Signatory (in capital letters)	
4	Specimen signature of the authorized signatory.	
5	Telephone number of authorized signatory / Firm/agency	
6	GST registration (Photo copy to be attached)	
7	PAN (Photo Copy to be Attached)	
8	Draft number and date of the Processing Fee of Rs.1,000/-	
9	Draft number and date of the EMD of Rs.3,000/-	
10	Whether all documents submitted signed by the authorized signatory of the Firm/agency (Yes/ No)	

DECLARATION

I / we hereby certify that the terms and conditions, specification etc. given with the tender notice have been read carefully and acceptable to me/us and that the information furnished above is full and correct to the best of by /our knowledge. I / we understand that in case of any deviation in the above statement at any state, our Firm/Agency will be blacklisted and will not have any dealing with your organization in future.

Place:
Date:

(Signature and seal of the authorized signatory)
Seal

19.8.25
Chief Dist. Medical &
Public Health Officer
Subarnapur

TENDER FORM - B
Financial bid-I – For water supply items

Sl no	Name of the item	Manufacturer	Quantity	Price per item including tax	% of tax
	Plumbing machinery tools				
1	Hack saw frame				
2	Blade				
3	Screw driver	Taparia			
4	Hammer				
5	Wrench	Taparia			
6	Monkey plier	Taparia			
7	Pipe cutter	Taparia			
8	Drill machine	Bosch			
9	Cutter machine	Bosch			
10	Safety gloves				
11	Safety belt (100 ft)				
12	Rope ladder (100 ft)				
13	Measurement tape				
14	Water spray machine	Bosch			
15	TDS meter	Cant			
	Sanitary items				
16	Basin	Parryware			
17	Sink	Parryware			
18	Commode	Parryware			
19	Indian pan	Parryware			
20	Wall tape-short body and long body	Parryware			
21	Basin tap	Parryware			
22	Sink tap	Parryware			
23	Elbow tap	Parryware			
24	Hand shower	Parryware			
25	Two-way angle cup	Parryware			
26	Wall mixture	Parryware			
27	Shower	Parryware			
28	4inch jali				
29	System box	Parryware			
30	Connection pipe	Oriplast/supreme			
31	Waste pipe	Oriplast/supreme			
32	Teflon tap				
33	Angle cup	Parryware			
34	CP short piece	Parryware			
35	1/2inch to 4inch valve (CPVC & UPVC)				
36	Rack bolt				
37	Basin rod				
	Solvent				
38	UPVC, CPVC, PVC	Oriplast/supreme			

Lax 19.5.26
Chief Dist. Medical & Public Health Officer
Subarnapur

	Pipe				
39	PVC 1/2inch to 4 inch	Oriplast/supreme			
40	CPVC 1/2inch to 4 inch	Oriplast/supreme			
41	UPVC 1/2inch to 4 inch	Oriplast/supreme			
	Pipe materials				
42	Socket 1/2inch to 4 inch (PVC, CPVC, UPVC)	Oriplast/supreme			
43	Elbow 1/2inch to 4 inch (PVC, CPVC, UPVC)	Oriplast/supreme			
44	T 1/2inch to 4 inch (PVC, CPVC, UPVC)	Oriplast/supreme			
45	45 bent 1/2inch to 4 inch (PVC, CPVC, UPVC)	Oriplast/supreme			
46	Brass elbow 1/2 inch and 1 inch (UPVC & CPVC)	Oriplast/supreme			
47	Valve 1/2inch to 4 inch (PVC, CPVC, UPVC)	Oriplast/supreme			
48	Reducing elbow 1/2inch to 4 inch (PVC, CPVC, UPVC)	Oriplast/supreme			
49	Reducing T 1/2inch to 4 inch (PVC, CPVC, UPVC)	Oriplast/supreme			
50	Cross T 1/2inch to 4 inch (PVC, CPVC, UPVC)	Oriplast/supreme			
51	Reducer 1/2inch to 4 inch (PVC, CPVC, UPVC)	Oriplast/supreme			
52	Reducing brass 1/2inch to 4 inch (PVC, CPVC, UPVC)	Oriplast/supreme			
53	End cap 1/2inch to 4 inch (PVC, CPVC, UPVC)	Oriplast/supreme			
54	End plug 1/2inch (PVC, CPVC, UPVC)	Oriplast/supreme			
55	MTA 1/2inch to 4 inch (CPVC, UPVC)	Oriplast/supreme			
56	FTA 1/2inch to 4 inch (CPVC, UPVC)	Oriplast/supreme			
57	Tank jointer 1/2inch to 4 inch (CPVC, UPVC)	Oriplast/supreme			
58	P trap 1/2inch to 4 inch (PVC)	Oriplast/supreme			
59	Double door T 4 inch (PVC)	Oriplast/supreme			
60	Bush 1/2inch to 4 inch (PVC, CPVC, UPVC)	Oriplast/supreme			
61	Basic cup link	Parryware			
62	Sink cup link	Parryware			
63	Union 1/2inch to 4 inch (CPVC, UPVC)	Oriplast/supreme			
64	Towel stand	Parryware			
65	Soap case	Parryware			

Place:
Date:

W. 4. 25
19. 4. 25
Chief Dist. Medical &
Public Health Officer
Subarnapur

(Signature and seal of the authorized signatory)
Seal



**TENDER DOCUMENT - D
EMPANELMENT FOR PROVIDING
ELECTRICAL ITEMS.**

Bid Reference No: 1993(D)/DPMU/NHM/2025
Date: 19.08.2025

Handwritten signature and date:
19.8.25

**Chief Dist. Medical &
Public Health Officer
Subarnapur**



**TENDER DOCUMENT - D
EMPANELMENT FOR PROVIDING
ELECTRICAL ITEMS.**

Bid Reference No: 1993(D)/DPMU/NHM/2025
Date: 19.08.2025

19.8.25

Chief Dist. Medical &
Public Health Officer
Subarnapur

Zilla Swasthya Samiti
District Programme Management Unit
National Health Mission, Subarnapur

SECTION 1 - NOTICE INVITING PROPOSAL

Bid Reference No: 1993(D)/DPMU/NHM/2025

Dated: 19.08.2025

DETAILED PROPOSALS ARE INVITED FROM ELIGIBLE AGENCIES FOR EMPANELLED FOR PROVIDING ELECTRICAL ITEMS.

1	Period of Availability of RFP Document	From (Downloadable from website: www.subarnapur.odisha.gov.in)
2	Pre-bid Meeting	Date : 01.09.2025 Time : 11 AM Address: Mini Conference Hall, O/o of the Chief District Medical & Public Health Officer, District Head Quarter Hospital, At/P.O. Sonepur, Dist. Subarnapur, Odisha,767017
3	Last date and address for submission of Proposal	Date: 09.09.2025 Time-5 PM Address: To, The Chief District Medical & Public Health Officer, O/o of the Chief District Medical & Public Health Officer, District Head Quarter Hospital, At/P.O. Sonepur, Dist. Subarnapur, Odisha,767017 <i>NB : Proposals should be submitted through Speed post / Registered post / Courier only</i>
4	Date, time and place of opening of Proposal and presentation	a) Technical Proposal (Part A) opening :10.09.2025 b) Financial Proposal (Part B): <i>Financial Proposal of bidders who will qualify in technical proposal will only be opened on the same day or date will be communicated to the successful bidder.</i> <i>(Bidders / authorized representative may remain present at the time of opening of proposal)</i>

Law
19.8.25
Chief Dist. Medical &
Public Health Officer
Subarnapur

SECTION - II - INSTRUCTION TO BIDDERS

EMPANELMENT FOR PROVIDING ELECTRICAL ITEMS

- Sealed tenders/bids are hereby invited for authorised Supplier regarding empanelment for electrical items for different office maintenance work of different establishments under CDM & PHO, Subarnapur on annual rate Contract basis for a period of one year.
- Interested bidders may obtain details terms and conditions from the website for taking up this assignment. The interested bidder may download the tender document from district website www.subarnapur.odisha.gov.in.
- The tender documents can be downloaded from the district website from 19.08.2025.
- The last date of submission of the bid is 09.09.2025 till 5 PM through Speed Post/Registered Post or courier only.
- Interested eligible bidder may submit the bid to CDM & PHO, AT/PO/Dist- Subarnapur.
- The Proposal shall be in two parts i.e. Cover-A and Cover-B. "Cover-A" shall contain the Technical Proposal and "Cover-B" shall contain the Financial Proposal.
- Technical and Financial Proposal shall be submitted separately in sealed covers with clear inscription as "TECHNICAL/ FINANCIAL PROPOSAL" on top of respective covers and both the sealed envelopes shall be sealed in a third envelop and it should be superscribed as 'PROVIDING ELECTRICAL ITEMS ON ANNUAL RATE CONTRACT BASIS'
- Those applicants who shall qualify in the technical evaluation shall be eligible for participation in Financial Proposal Opening.
- The tender will be opened on 10.09.2025 at 11 AM in the office chamber of the CDM & PHO. Bidder/ authorised representative may present during opening of bid documents if they wish.
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- The CDM & PHO, Subarnapur reserves its right to accept or reject any or all quotations or any part thereof without any liability to communicate any reason.

19-8-25

Chief Dist. Medical &
Public Health Officer
Subarnapur

SECTION – III - TERMS & CONDITIONS

Clause 1: General Terms and Conditions

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- The prospective bidders should have the compliance of all the relevant Laws, Acts and regulations as applicable from time to time.
- CDM & PHO, Subarnapur shall have exclusive rights to cancel / terminate the empanelled agency at any time and without any notice at its own discretion without assigning any reason thereof.

Clause 2: Terms of Payments

- The bills shall be accompanied with a copy of the supply order duly issued by authorized signatory of CDM & PHO at the time of payment.
- No advance payment will be released.
- As far as possible, payment of bills will be made to the agencies within fifteen days of submitting of the bills to the CDM & PHO Office.

Clause 3: Eligibility Criteria for Bidders

In order to become eligible,

- Registration for GST.
- Registration for PAN.

Clause 4: Documents to be attached

The financial offer should be accompanied with the following documents duly self attested:

- A non-refundable fee of Rs. 1000/- in the shape of Demand Draft in favor of "ZSS NON NRHM, Fund, Subarnapur" payable at Subarnapur.
- EMD of Rs. 3,000/- through D.D. in the shape of Demand Draft in favor of "ZSS NON NRHM, Fund, Subarnapur" payable at Subarnapur. However, as per the Finance Department, Govt. of Odisha office memorandum no. 21926 dated 12.8.2015, the local MSEs registered with respective DICs, Khadi, Village, Cottage & Handicraft Industries, OSIC and NSIC are exempted from submission of EMD while participating in tenders of Govt. Departments and Agencies under its control. It is further clarified that the above exemption is applicable to local MSEs registered in Odisha only. This exemption to the local MSEs shall be applicable if the kind of service as required under this tender enquiry is clearly specified against the details of the service to be provided in their DIC / NSIC registration certificate (to be furnished in the technical bid).
- Photo Copy of GST Registration certificate in the name of registered owner
- Photo Copy of PAN certificate in the name of registered owner

19.8.15
Chief Dist. Medical &
Public Health Officer
Subarnapur

TENDER FORM - A
Technical Bid

1	Name of the Supplier	
2	Address of the Supplier	
3	Name of authorized Signatory (in capital letters)	
4	Specimen signature of the authorized signatory.	
5	Telephone number of authorized signatory / Firm/agency	
6	GST registration (Photo copy to be attached)	
7	PAN (Photo Copy to be Attached)	
8	Draft number and date of the Processing Fee of Rs.1,000/-	
9	Draft number and date of the EMD of Rs.3,000/-	
10	Whether all documents submitted signed by the authorized signatory of the Firm/agency (Yes/ No)	

DECLARATION

I / we hereby certify that the terms and conditions, specification etc. given with the tender notice have been read carefully and acceptable to me/us and that the information furnished above is full and correct to the best of by /our knowledge. I / we understand that in case of any deviation in the above statement at any state, our Firm/Agency will be blacklisted and will not have any dealing with your organization in future.

Place:
Date:

(Signature and seal of the authorized signatory)
Seal

19-8-25
Chief Dist. Medical &
Public Health Officer
Subarnapur

TENDER FORM - B
Financial bid-I – For Electrical Items

Sl no	Name of the item	Specification	Quantity	Price per item including tax	% of tax
1	Fan				
1.a	Ceiling fan	Manufacturer: Havels/ Crompton/Usha, Blade: 56 cm			
1.b	Wall fan	Manufacturer: Havels/ Crompton/Usha			
2	Lights				
2.a	Led tube light	Manufacturer: Havels/Orient/Crompton, 20W			
2.b	Led bulb	Manufacturer: Havels/Orient/Crompton, 9W, 12W, 15W			
2.c	Surface light	Manufacturer: Havels/Orient/Crompton 18W,20W			
2.d	Ceiling light	Manufacturer: Havels/Orient/Crompton, 18W,20W			
3	MCB	Manufacturer: Havels/L&T DP MCB 32 AMP, DP MCB 63 AMP 4pole MCB 32 AMP, 4pole MCB 63 AMP Single pole MCB 10 AMP, Single pole MCB 32 AMP, Single pole MCB 63 AMP			
4	Cooler parts				
4.a	Cooler cooling pad	25cmx60cm, 50cmx60cm, 80cmx85cm			
4.b	Cooler regulator	Manufacturer: Panasonic, Big size, Small Size			
4.c	Cooler motor	Manufacturer: Crompton/Havels Kit motor 12 inch, 15 inch and 18 inch			
4.d	Cooler water pump	Submersible motor Big size Small size			
5	Multi stand wire	Manufacturer: Anchor/Havels 1.5mm, 2.5mm, 4mm			
6	Plain Switch	Manufacturer: Anchor/Havels 6AMP, 16AMP			
7	3 pin Socket	Manufacturer: Anchor/Havels 6AMP, 16AMP			
8	Modular open switch board	Manufacturer: Anchor/Havels 2 modular, 4 modular, 6 modular, 8 modular, 12 modular			
9	Modular switch	Manufacturer: Anchor/Havels			

L. G. S. N.
Public Health Officer
Channarayana

		6AMP, 16AMP			
10	Modular 3 pin Socket	Manufacturer: Anchor/Havels 6AMP, 16AMP			
11	Exhaust fan	Manufacturer: Crompton/Havels 9inch, 12inch			
12	PVC wiring pipe	Bend pipe: : 3/4 th inch, 1inch Elbow pipe: : 3/4 th inch, 1inch Straight pipe: 3/4 th inch, 1inch			
13	Capacitor	Manufacturer: Crompton/Havels 2.5mfd, 50mfd, 5mfd, 10mfd			
14	Pvc tap	Manufacturer: Anchor			
15	Tool kit	Manufacturer: Taparia Tester, wire cutter, plier,			
16	Battery	Manufacturer: Duracell/Nippo AA, AAA			

Place:

Date:

(Signature and seal of the authorized signatory)

Seal

Lu
19.8.25
Chief Dist. Medical &
Public Health Officer
Subarnapur



TENDER DOCUMENT - A
EMPANELMENT FOR PROVIDING COMPUTER CONSUMABLES

Bid Reference No: 1993(A)/DPMU/NHM/2025
Date: 19.08.2025

19-8-25

Chief Dist. Medical &
Public Health Officer
Subarnapur

Zilla Swasthya Samiti
District Programme Management Unit
National Health Mission, Subarnapur

SECTION 1 - NOTICE INVITING PROPOSAL

Bid Reference No: 1993(A)/DPMU/NHM/2025

Dated: 19.08.2025

DETAILED PROPOSALS ARE INVITED FROM ELIGIBLE AGENCIES FOR EMPANELLED FOR PROVIDING COMPUTER CONSUMABLES

1	Period of Availability of RFP Document	From (Downloadable from website: www.subarnapur.odisha.gov.in)
2	Pre-bid Meeting	Date :01.09.2025 Time-11 AM Address: Mini Conference Hall, O/o of the Chief District Medical & Public Health Officer, District Head Quarter Hospital, At/P.O. Sonapur, Dist. Subarnapur, Odisha,767017
3	Last date and address for submission of Proposal	Date: 09.09.2025 Time-5 PM Address: To, The Chief District Medical & Public Health Officer, O/o of the Chief District Medical & Public Health Officer, District Head Quarter Hospital, At/P.O. Sonapur, Dist. Subarnapur, Odisha,767017 <i>NB : Proposals should be submitted through Speed post Registered post / Courier only</i>
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19.8.25
Chief Dist. Medical &
Public Health Officer
Subarnapur

SECTION - II - INSTRUCTION TO BIDDERS

EMPANELMENT FOR PROVIDING COMPUTER CONSUMABLES

- Sealed tenders/bids are hereby invited for authorised Supplier regarding empanelment for providing computer consumables for different Events / Office work of DPMU, NHM, Subarnapur on annual rate Contract basis for a period of one year.
- Interested bidders may obtain details terms and conditions from the website for taking up this assignment. The interested bidder may download the tender document from district website www.subarnapur.odisha.gov.in.
- The tender documents can be downloaded from the district website from **19.08.2025**
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19-8-25
Chief Dist. Medical &
Public Health Officer
Subarnapur

SECTION – III - TERMS & CONDITIONS

Clause 1: General Terms and Conditions

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- Registration for PAN.

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- EMD of Rs. 5,000/- in the shape of Demand Draft in favor of "ZSS NON NRHM, Fund, Subarnapur" payable at Subarnapur.
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- Photo Copy of GST Registration certificate in the name of registered owner
- Photo Copy of PAN certificate in the name of registered owner.

Let
19.8.25

Chief Dist. Medical &
Public Health Officer
Subarnapur

TENDER FORM - A
Technical Bid

1	Name of the Supplier	
2	Address of the Supplier	
3	Name of authorized Signatory (in capital letters)	
4	Specimen signature of the authorized signatory.	
5	Telephone number of authorized signatory / Firm/agency	
6	GST registration (Photo copy to be attached)	
7	PAN (Photo Copy to be Attached)	
8	Draft number and date of the Processing Fee of Rs.1,000/-	
9	Draft number and date of the EMD of Rs.5,000/-	
10	Whether all documents submitted signed by the authorized signatory of the Firm/agency (Yes/ No)	

DECLARATION

I / we hereby certify that the terms and conditions, specification etc. given with the tender notice have been read carefully and acceptable to me/us and that the information furnished above is full and correct to the best of my /our knowledge. I / we understand that in case of any deviation in the above statement at any state, our Firm/Agency will be blacklisted and will not have any dealing with your organization in future.

Place:
Date:

(Signature and seal of the authorized signatory)
Seal

19-8-25

Chief Dist. Medical &
Public Health Officer
Subarnapur

TENDER FORM - B

Financial bid – For Computer Consumable

Sl. No.	Item	Amount (Rs.) (Inclusive of Tax, Transportation)
1	Canon LaserJet Cartridge (Original) 103/303/703/137/337/737 etc	
2	Canon LaserJet cartridge (Compatible) 103/303/703/137/337/737 etc	
3	HP LaserJet cartridge 12A/88A/78A/110A (Original)	
4	HP LaserJet cartridge 12A/88A/78A/110A 88A (Compatible)	
5	Refilling of HP LaserJet cartridge	
6	Refilling of Canon LaserJet cartridge	
7	Cartridge for Photocopier (Canon Image Runner 2004 N – Original)	
8	UPS (Luminous/Umax/Equivalent).	
9	UPS Battery (Luminous/Umax/Equivalent).	
10	External Hard Disk (Seaget/WD/ Equivenent) (1 TB)	
11	Parts required for refilling of cartridge like drum, blade should be quoted extra)	
12	SSD HDD 500 GB,250 GB	
13	OS loading & formatting	
14	Quick Heal Total Security Solution(3 users,5 users & 10 Users)	
15	Key Board (Wired/wireless)	
16	Mouse optical (Wired/wireless)	
17	Led Monitor 17 inches,21 inches	
18	Pen Drive-64 GB,128 GB & 256 GB	
19	USB WIFI adaptor (D link).	

Place:
Date:

(Signature and seal of the authorized signatory)
Seal

19.6.20
Chief Dist. Medical &
Public Health Officer
Subarnapur