



OFFICE OF THE MUNICIPAL COUNCIL, BALASORE

Tel & Fax No. 06782-251222

E-mail:- balasoremunicipality@rediffmail.com

Notice Inviting Quotation Call Notice No. 150 dt. 09.01.2019

Name of the work:- Supplying, transporting & delivering of the items required for making habitable and operationalisation of the 50 seated Shelter for Urban Homeless (SUH) located near District Head Quarter Hospital, Balasore.

Cost of DTCN:- Rs. 500.00

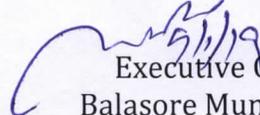
EMD :- 1 % of the quoted rate.

Last Date of Sale/ download of DTCN:- Upto 4.00 P.M of dt.16.01.2019

Last Date of Receipt Of Tender:- Upto 4.00 P.M of dt. 16.01.2019

Date of Opening:- 4.30 A.M. of dt.16.01.2019

Details can be seen/ downloading from the official website of Balasore District, www.baleswar.nic.in from dt. 10.01.2019 to dt. 16.01.2019 upto 4.00 PM


Executive Officer
Balasore Municipality

Memo No. 151 / Dt. 09/01/2019

Copy to the Advertising Managers, The Samaj, Balasore & The Sambad, Balasore for publication of Quotation Call Notice in your esteemed daily Odia news paper, once in with a minimum Size & space at the I & PR rate on or before **dt. 10.01.2019** for the information of general public and submit the bills in duplicate along with copy of above publication for necessary payment at this end. You are further requested to submit a copy of the above publication to the undersigned at Office Of the Balasore Municipality, Balasore.


Executive Officer
Balasore Municipality

Memo No. 152 / Dt. 09/01/2019

Copy submitted to the Sub-Collector, Balasore/ Executive Engineer, Balasore Electrical Division, Balasore/ Executive Engineer, R & B Division, Balasore/ Tahasildar, Balasore (sadar) / D.I.P.R.O, Balasore for information with a request to display the Quotation Call Notice in their respective notice board for wide publication.


Executive Officer
Balasore Municipality

Memo No. 153 / Dt. 09/01/2019

Copy to this Office Notice Board, Balasore Municipality for wide publication.


Executive Officer
Balasore Municipality

BALASORE MUNICIPALITY

BID - DOCUMENT

(To be enveloped in sealed cover)



Name of the work:-

Supplying, transporting & delivering of the items required for making habitable and operationalisation of the 50 seated Shelter for Urban Homeless (SUH) located near District Head Quarter Hospital, Balasore.

Quotation Schedule

Issued against Bank Draft / Banker's Cheque

No. _____ Dt. _____

(To be enveloped properly with TCN along with Terms & conditions)



BALASORE MUNICIPALITY

-: Detailed Notice Inviting Tender:-

Name of the work:-	Supplying, transporting & delivering of the items required for making habitable and operationalisation of the 50 seated Shelter for Urban Homeless (SUH) located near District Head Quarter Hospital, Balasore.
Cost of DTCN:-	Rs. 500.00
Last Date of Sale/ download of DTCN:-	Upto 4.00 P.M of dt.16.01.2019
Last Date of Receipt Of Tender:-	Upto 4.00 P.M of dt. 16.01.2019
Date of Opening:-	4.30 P.M. of dt. 16.01.2019
The bid should be accompanied with:-	

- 1.** Cost of DTCN in shape of Bank Draft / Bankers Cheque.
- 2.** Requisite EMD (1 % of the Total Quoted Rate) in shape of Bank Draft/ Banker's Cheque.
- 3.** Self attested photo copy of PAN card.
- 4.** Self attested photo copy of GST Registration Certificate
- 5.** Self attested photo copy of IT Return for last 03 Years
- 6.** Self attested photo copy of Regd. Manufacturers /Regd. Company/ Regd. Dealer/ Regd. Supplier/ Regd. Firm
- 7.** Other documents according to the Detailed Tender Call Notice should be accompanied with tender.


**Executive Officer,
Balasore Municipality**

Signature & seal of the bidder



OFFICE OF THE MUNICIPAL COUNCIL, BALASORE

Tel & Fax No. 06782-251222

E-mail:- balasoremunicipality@rediffmail.com

No. 150

Dt. 09/01/2019

QUOTATION CALL NOTICE

The Executive Officer, Balasore Municipality on behalf of Balasore Municipal Council, Balasore invites sealed quotation from intending Regd. Manufacturers /Regd. Company/ Regd. Dealer/ Regd. Supplier/ Reputed Regd. Firm for Supplying, transporting & delivering of the items required for making habitable and operationalisation of the 50 seated Shelter for Urban Homeless (SUH) located near District Head Quarter Hospital, Balasore.

Sl. No.	Description	E.M.D	Cost of Quotation Schedule	Supply within
01.	Supplying, transporting & delivering of the items required for making habitable and operationalisation of the 50 seated Shelter for Urban Homeless (SUH) located near District Head Quarter Hospital, Balasore.	1% of the total quoted amount	Rs. 500.00	10 days from the issue of the supply order

The Quotation Schedule, terms & conditions, specification and other necessary documents shall down loaded from the site of official website of Balasore District, [http:// baleswar.nic.in](http://baleswar.nic.in) w.e.f dt. 10.01.2019

The downloading & receipt of the quotation schedule shall start from dt. 10.01.2019 and close on dt. 16.01.2019 at 16.00 Hours. The quotations shall be received in the Office of the Executive Officer, Balasore Municipality through Regd. Post & Speed Post only addressed to the " Executive Officer, Balasore Municipality, Balasore" on or before dt. 16.01.2019 at 16.00 Hours. The authority will not be held responsible for the postal delay, if any, in delivery of the documents and non-receipt of the same in time. The sealed quotations will be opened on the same date dt.16.1.2019 at 16.30 Hours in the Office of the Executive Officer, Balasore Municipality, Balasore in presence of the quotationer/ bidder or their authorized representatives , who may be present at the time of opening of the quotations .

The authority reserves the right to reject any or all the quotations without assigning any reason thereof.


Executive Officer
Balasore Municipality



01. TERMS & CONDITIONS

- 1.1 The Manufacturers/Company /Regd Reputed firm/ Regd. supplier can participate in the bid.
- 1.2 The materials shall be as per the specifications only as mentioned in Quotation Schedule and strictly in accordance with relevant ISI specification.
- 1.3 Taxes and duties (In %) if any should be mentioned separately. The quotationer should attach attested true copies of valid GST Registration certificate , PAN card and Indian Income Tax Return Acknowledgement for last 03 years along with their offers.
- 1.4 Any Govt. Tax as applicable from time to time will be borne by the Quotationer.
- 1.5 The quotationer should quote single rate for the item. More than one rate for a particular item will be summarily rejected. The Schedule appended to Quotation Call Notice should be filled up and signed. No other Annexure than the schedule will be entertained.
- 1.6 The rate quoted by the successful quotationer for the scheduled items shall be valid for a period of one year from date of issue of the supply order.
- 1.7 The rate should be mentioned in both figures and words. Incase of dispute rate in words will prevail over than in figure.
- 1.8 **EMD** as specified in the above table in shape of Demand Draft /Bankers cheque duly pledged in favour of the **Executive Officer, Balasore Municipality, Balasore** shall be attached with the offers, which shall be refunded to unsuccessful quotationers in due course. No other mode of payment of EMD shall be accepted. Offers received without EMD shall be rejected out rightly. Request for exemption of EMD by any firm and adjustment for any previous deposits will not be entertained.
- 1.9 Paper Cost as specified in the above table shall be submitted in shape of **Demand Draft/ Bankers cheque** duly pledged in favour of “ **Executive Officer, Balasore Municipality, Balasore**” which is non refundable. Offers received without Paper Cost shall be rejected out rightly.
- 1.10 The materials should be supplied **within Ten days (10)** days from the date of issue of the supply order.
- 1.11 Time is the essence of this contract. The supplier will adhere to supply as per schedule strictly.
- 1.12 Any defective found in test operation is to be replaced / repaired immediately in free of cost.
- 1.13 Offer received incomplete in any manner will be summarily rejected.
- 1.14 Any correction or overwriting in the offer should be attested by the quotationer or else offer is liable for rejection.


EXECUTIVE OFFICER
BALASORE MUNICIPALITY

Signature & seal of the bidder

- 1.15 The quotationer shall submit the Quotation Call Notice & Quotation Schedule duly signed by him with seal failing which the offer will be rejected and will not be considered in Comparative Statement.
- 1.16 Smt. Sangita Panigrahi, Nodal C.O., Balasore Municipality is the consignee to receive the items as per the supply order.
- 1.17 All the documents furnished by the bidders are subject to verification by the issuing authority. In case manipulation is found , the EMD will be forfeited and steps shall be taken for black listing the bidder from Balasore Municipality.
- 1.18 Any other information can be had from the Office of the Executive Officer, Balasore Municipality, Balasore during the Office hours (Except Govt. Holidays) .
- 1.19 The cover containing the quotation shall be super scribed with **Quotation Call Notice No. , date & “Supplying, transporting & delivering of the items for SUH located near DHH, Balasore”**
- 1.20 The items will be received at Shelter For Urban Homeless (SUH) near Dist. Head Quarter Hospital
- 1.21 The Authority reserves the rights to reject any or all the quotations at any time and any stage without assigning any reason thereof.
- 1.22 In case of any legal dispute arises, the matter will be taken in to Law court at Balasore jurisdiction only.


EXECUTIVE OFFICER
BALASORE MUNICIPALITY

Signature & seal of the bidder

2. **SPECIAL TERMS AND CONDITIONS**

- a. The valid GST Registration certificate and Pan card is to be submitted with the offer.
- b. Minimum last 03 years Indian Income Tax Return Acknowledgement certificate is to be produced along with the offer from the concerned suppliers.
- c. The delivery period should be clearly mentioned in the offer and should be not more than 10 days from the issue of procurement order.
- d. **Waive any minor informality or non-conformity or irregularity:** BALASORE MUNICIPALITY may at its sole discretion may waive any minor informality or non-conformity or irregularity in a proposed document, which does not constitute a material deviation, provided such a waiver does not prejudice or affect the relative ranking of any Tenderer.
- e. **Conditional offers by the Tenderers:** The Tenderer should abide by the terms and conditions specified in the document. If tenderer submit conditional offers it shall be liable for outright rejection.
- f. **Modification and Withdrawal of offers:** Modification or Withdrawal of offers is not permissible after its submission. If the offer is withdrawn before the validity period, the EMD will stand forfeited.
- g. **Clarification of offers:** To assist in the scrutiny, evaluation and comparison of offers, the Executive Officer, Balasore Municipality may at his discretion, ask some or all vendors/tenderers for clarification of their offer. The request for such clarification and the response will necessarily be in writing.
- h. **The authority have rights to accept any proposal and to reject any tender or all Tenders:** Notwithstanding anything stated herein, Executive Officer, Balasore Municipality reserves the right to accept the tender or reject any tender, and to cancel the tendering process and reject all tenders at any time before the award of the contract, without assigning any reason..
- i. **Cost and Currency**
 - i. The offer must be made in Indian Rupees only. Taxes, duty and other levies, as applicable at the time of submission of tender to be mentioned separately.
 - ii. The rates quoted shall be fixed with transparent cello tape.
 - iii. The rates shall be **exclusive of all taxes** with transportation charges, GST and any other tax permissible under rules should be mentioned separately .
- j. **Risk Purchase Clause**

In case the successful tenderer fails to supply the specific material as per the Terms & Conditions mentioned above, Executive Officer, Balasore Municipality also reserves the right to procure the similar services from alternative source at the risk, cost and responsibility of the successful tenderer.
- k. **Legal jurisdiction**

All disputes shall be subject to the jurisdiction of Courts of Balasore

Signature & seal of the bidder


**EXECUTIVE OFFICER
BALASORE MUNICIPALITY**

QUOTATION SCHEDULE

E.M.D. to be Deposited : 1 % of the Total Quoted Value. (Excluding Tax)
Eligible Quotationer : Intending Regd. Manufacturers /Regd. Company/ Regd. Dealer/ Regd. Supplier/ Reputed Regd. firm
Cost of quotation Schedule : Rs 500.00
Supply within the Period Of: Ten (10)days from the issue of supply order
Quoted Rate Valid for: One year

Sl NO	Description	Unit	Quantity	Unit Rate excluding Tax (In Rs)	Total Amount in Figures according to the quantities excluding Tax (In Rs)	Total Amount In Words according to the quantities excluding Tax (In Rupees)	GST (In %)	Total Amount in Figures according to the quantities including GST (In Rs)
1	2	3	4	5	6	7	8	9
01.	Double Decker Cot/Bed <u>Specification :-</u> 40 mm x 40 mm square pipe legs and 25 mm X 25 mm square pipe, Bed size 30" width X 72" Length X 66" Height	No.	25					
02.	Steel Locker <u>Specification :-</u> No. of compartment -10 Surface- Polished Material Grade- SS304 Material Stainless Steel Body thickness – 2.5 mm	No.	05					
03.	Bed Sheet <u>Specification :-</u> Single Bed sheet of minimum size -6 feet in length, 2.5 feet in width (Single Colour)	No.	150					

Signature & seal of the bidder


 EXECUTIVE OFFICER
 BALASORE MUNICIPALITY

Sl NO	Description	Unit	Quantity	Unit Rate excluding Tax (In Rs)	Total Amount in Figures according to the quantities excluding Tax (In Rs)	Total Amount In Words according to the quantities excluding Tax (In Rupees)	GST (In %)	Total Amount in Figures according to the quantities including GST (In Rs)
1	2	3	4	5	6	7	8	9
04.	Mosquito Net <u>Specification :-</u> Mosquito net shall be Size- 6 feet in length, 2.5 feet in width including the stitched white cloth provided with four strings/ cords on four corners .	No.	50					
05.	Matress <u>Specification :-</u> Single Matress of minimum size – 5.5 feet in Length & 2.5 feet in width	No.	50					
06.	Pillow <u>Specification :-</u> Pillow of minimum size Length- 24 inch & width- 15 inch	No.	50					
07.	Blanket <u>Specification :-</u> Light weight single Blanket manufactured by reputed mills with wool and Acrylic/ Polyester.	No.	50					

Signature & seal of the bidder


EXECUTIVE OFFICER
BALASORE MUNICIPALITY

Sl NO	Description	Unit	Quantity	Unit Rate excluding Tax (In Rs)	Total Amount in Figures according to the quantities excluding Tax (In Rs)	Total Amount in Words according to the quantities excluding Tax (In Rupees)	GST (In %)	Total Amount in Figures according to the quantities including GST (In Rs)
1	2	3	4	5	6	7	8	9
08.	Wall Hanger <u>Specification :-</u> Clothes hanger with finish design and offer perfect hanging support for clothes of different sizes. Its near finish also provides for unique and aesthetic looks. *Elegant and smooth designed finish *Perfect choice to be used at wall as well as at other places of usages.	No.	50					
09.	Plastic Balti/Bucket <u>Specification :-</u> Strong & durable Plastic Bucket *Well made of high quality virgin plastic *Durable and heavy duty * Spacesaver design fits in small space *Easy to use and carry *Capacity- 7.5 Ltrs	No.	25					


 EXECUTIVE OFFICER
 BALASORE MUNICIPALITY

Signature & seal of the bidder

Sl NO	Description	Unit	Quantity	Unit Rate excluding Tax (In Rs)	Total Amount in Figures according to the quantities excluding Tax (In Rupees)	GST (In %)	Total Amount in Figures according to the quantities including GST (In Rs)
1	2	3	4	5	6	7	8
10	Plastic Jug <u>Specification :-</u> Strong & durable Plastic Jug *Highly durable and made from high grade plastic materials *Convenient handle makes it easy to carry and serve. * Light weight and easy to use *Perfect for homes and outdoor parties *Easy pouring system *Capacity- 1000-1500 ml *Freezer safe * capacity -2000 ml	No	25				
11	Plastic Mug <u>Specification :-</u> Strong & durable Plastic Mug *Made from virgin plastic *Vibrant colour. * Light weight and compact *Capacity- 1000-1500 ml	No	25				



EXECUTIVE OFFICER
BALASORE MUNICIPALITY

Signature & seal of the bidder

Sl NO	Description	Unit	Quantity	Unit Rate excluding Tax (In Rs)	Total Amount in Figures according to the quantities excluding Tax (In Rs)	Total Amount In Words according to the quantities excluding Tax (In Rupees)	GST (In %)	Total Amount in Figures according to the quantities including GST (In Rs)
1	2	3	4	5	6	7	8	9
12	Dustbin <u>Specification :-</u> Strong and durable Plastic dustbin has a storage capacity of 7 litres *Durable, Handy, Easy to clean *Plastic material with an optimum quality *Capacity of holding 7 Litres waste product	No	10					
13	Papochh (Door Mat) <u>Specification :-</u> Length- 70 cm, width- 40 cm, Height – 2 cm, weight- 1.50 Kg.	No.	25					
14	Door Screen (Single Colour)	No	25					
15	Latrine Brush	No	05					
16	Steel Almira for Office (35.4" X 19.9" X 76.7")	No	01					
17	Office Table with draw (24" X 48" X 30")	No	01					
18	Plastic Chair for Common Space	No	20					

Signature & seal of the bidder


EXECUTIVE OFFICER
BALASORE MUNICIPALITY

SI NO	Description	Unit	Quantity	Unit Rate excluding Tax (In Rs)	Total Amount in Figures according to the quantities excluding Tax (In Rs)	Total Amount In Words according to the quantities excluding Tax (In Rupees)	GST (In %)	Total Amount in Figures according to the quantities including GST (In Rs)
	2	3	4	5	6	7	8	9
19	First Aid Box First Aid Box containing following items Bandage, Gauge, Cotton, Oral Sachets, Antacid Tablets	No	02					
20	Inverter Set *Inverter set containing 2000VA Inverter machine comes with pure sine wave output having display indicators. There is a PWM controlled auto charging, smart overload sense, automatic reset features etc. *12 Volt 150AH Tubular battery *PVC Trolley for double battery.	Set	01					

Signature & seal of the bidder


EXECUTIVE OFFICER
BALASORE MUNICIPALITY

Sl NO	Description	Unit	Quantity	Unit Rate excluding Tax (In Rs)	Total Amount in Figures according to the quantities excluding Tax (In Rs)	Total Amount In Words according to the quantities excluding Tax (In Rupees)	GST (In %)	Total Amount in Figures according to the quantities including GST (In Rs)
1	2	3	4	5	6	7	8	9
21	Plastic Mat DSP *Material Plastic *Package contents 1 Door mat *Size: 24" X 15"X 0.5" or 61 cm x 38 cm x 1.2 cm *Anti-slip action backing Moth proof and dirt free. Easy to wash with no shedding quickly absorb water and dirt from wet shoes and the rubber backing protects floors from water damage. *Medium size doormat. Suitable in all purpose . *Item shape Rectangle, PVC door mat suitable for out areas, durable, easy to clean and long lasting.	No	01					

Signature & seal of the bidder


 EXECUTIVE OFFICER
 BALASORE MUNICIPALITY

CHECK LIST

Sl. No	List Of Documents	Details of Documents	For Office Use Only
01	02	03	04
01.			
02.			
03.			
04.			
05.			
06.			
07.			
08.			
09.			
10.			

•

(Signature Of bidder)

Name of the bidder:-

Address of the bidder:-

Phone No.:-


Executive Officer
Balasore Municipality

Total No. Of Correction:-	
Total No. Of Over writing :-	
Total No. Of Interpolation:-	

•

(Signature of the bidder)