



**OFFICE OF THE PANCHAYAT SAMITI, KHAIRA, BALASORE**

*e-Mail- ori-khaira@nic.in*

*Phone- 06788-233223*

Quotation Publication No- 4055

Date-29/12/2022

Last Date: 12/01/2023 on or before 4 PM

Dear Sir/Madam,

The Panchayat Samiti, Khaira invites Sealed Quotations from reputed Indian Manufacturers/ Suppliers / Agencies/ Companies/ their Authorized Dealers/ GiEM approved registered Firms for Supply of "Manual Garbage Van Tri-Cycle" Intended for 24 No of GPs of Khaira Panchayat Samiti as per details shown in the Annexure-I on the following terms & conditions, so as to reach the undersigned on or before date 12/01/2023 before 4 PM.

The quoted amount is inclusive of all taxes and fees (including transportation charges, installation charges and delivery charges of the articles). The material will be delivered at GP point.

The cost of the supplied articles shall be paid only after delivery at GP point in good serviceable condition. The undersigned reserves all rights to cancel this quotation without any prior notice to the suppliers. The quotations shall be received through Registered Post / Speed Post/Courier/ by hand only up to 10.01.2023 before 4 PM and will be opened on same day at (5 PM) in the office chamber of the undersigned. The supplier should supply the quoted articles within 7 (Seven) days from the receipt of this letter of indent this office. Since sanitation and upkeep of the environment is a priority and to be completed in a time bound manner failure to deliver the items in the prescribed time frame will lead to forfeiture of the EMD amount. The sample format of quotation is attached herewith for reference .

The following terms & conditions should be strictly adhered to:

1. Please send your sealed quotations(s) through Registered /Speed Post/ Courier only on or before 12/01/2023 by 4 PM. Tender(s) submitted after the closing date and time will not be entertained and this office will not be responsible for them. Quotation (s) through fax / e-mail will not be entertained. The quoted rates should be valid up to 31.03.2023.

2. The envelope containing the quotation should be properly sealed (preferably wax/ Cello tape seal) and super-scribed as "Sealed Quotation Notice No- 4055 dated-29/12/2022 for Manual Garbage Van Tri-Cycle' in Khaira Block, due on 12/01/2023 at 4 PM. If the envelope containing the quotation is not sealed and marked as above, the Purchaser will assume no responsibility for its misplacement or premature opening.

3. The above quotation(s) will be opened on dated 12/01/2023 at 4 PM in the Chamber of the Block Development Officer, Khaira. The interested Vendor (s) or their authorized agents may remain present during opening of bid documents, if they desire so, at their own expenses. Nobody will be allowed to participate in the opening of Quotation without authorization.

4. If the above stated opening or closing date (s) happens to be Govt. Holiday(s)/Bandh, the submission/opening of the tender will be on the next working day as per the time scheduled.

5. The number and quantity mentioned in the above tender notice is the probable number of quantity required to be purchased. The same may be increased / decreased according to the requirement. The Block Development Officer, Khaira has the right to order or not to order any number and quantity of any such articles. The B.D.O, Khaira also has right to devoid / split the total order of an item among more than one party. Contract would ordinarily be awarded to the lowest evaluated bidder whose bid has been found to be responsive and who is eligible and qualified to perform the contract satisfactorily as per the terms and conditions incorporated in this bidding document. However, where the lowest acceptable bidder against ad hoc requirements not in a position to supply the full quantity required the remaining quantity as far as possible will be ordered from the next higher responsive bidder at the rates offered by the lowest responsive bidder. Decision of the B.D.O, Khaira will be final and binding on all vendors/ bidders, Priority of selection will be given to those firms who have quoted for all items of this tender with required specification. The Block Office, Khaira may purchase whole items as a single unit from the lowest quoted technically qualified bidder or may decide among different technically qualified bidders quoted lowest for different items, if needed.

6. Manufacturer's name, make, model catalogue/part No/ Code no., process etc of each item if any should be clearly mentioned. If imported, the name address, phone, fax and e-mail (if any) of the Beneficiary/Manufacturer and authorized Indian agent (if you are a sub-agent) should be mentioned.

7. Document supporting both past and present status of both the Manufacturer and supplier should be enclosed. Authorization Certificate of the concerned company in your favour (or in favour of your firm through your principal dealer if you are a sub-agent) to sell/service/ giving Annual Maintenance Service for the above items(s) should be enclosed along with the tender; otherwise the same will be rejected. If you are a sub-agent a principal dealer of the main company, then a letter from the principal dealer for giving direct service /AMC to this office by them, should be enclosed otherwise your tender (s)/ quotations(s) will be rejected. Other than the rates quoted by the firms, priority of selection will be given to those firms of having credentials of supplying to Govt. of India / Govt. of Odisha in the past.

8. Payment will be made within thirty working days after successful receipt and satisfactory performance. No advance payment can be made for supply of the above items.

9. Technical literatures, brochures etc. supporting the above specifications or facilities may be seen /referred. The Bidders / Vendors are requested to highlight / underline the specification in the technical Brochure as per the specification wanted by the Office. The company should submit all relevant drawings & sketches of each product separately in line with specifications along with the bid.

10. Please enclose your valid up-to-date IT returns for the last 03 years, Copy of GST returns, PAN Card.

A. Supply of Manual Garbage Van Tri-Cycle. This includes delivery to one GP Office, loading & unloading the consignment and transporting it from the place of storage to the installation site.

B. Removal of debris, dirt and rubbish accumulated as a result of installation/commissioning of the office and leaving the premises broom clean and orderly

C. Participation in the quotation process has to clarify any deviation to the specified design, construction or materials. Without such clarifications, sealed quotations to Block Office Khaira will not be constricted as being in total conformance to the requirements of the specifications:

D. The selected manufacturer or supplier must warrant for a minimum period of one-year starting (date of acceptance of the goods or occupancy,

whichever comes first) that all products sold under the contract referenced above shall be free from defects in material and workmanship. The supplier should also replace the damaged parts either during transit or Installation

E. Under standard laboratory working conditions, the Manual Garbage Van Tricycle supplied and part thereof are expected to be corrosion free for minimum three years from the date of installation.

F. The suppliers should submit copies of suitable documents in support of their reputation, credentials and past performance about the product (As per Annexure-I) which they have supplied to this office. Without these documents the tender may be rejected by this Office.


G. The quotation documents should be completed in all respects giving full details of the Manual Garbage Van Tri-Cycle models being quoted against each parameter, as given in tender. Merely writing yes/no will not suffice. The manufacturer has to mention additional features/deviations if any form technical specifications in remarks column.

H. The tender document not proving desired details or not meeting technical specification in Total is liable to be rejected at sole discretion of this Office i.e. Block Office, Khaira.

1. The manufacturing date of Manual Garbage Tri- Cycle should not be older than six months from the date of purchase order. Old stocks must not be supplied.

J. The responsibility of any damage caused during transit will solely with the vendor. Vendor has to replace damaged parts if any maximum within 15 days of notice given by this Office.

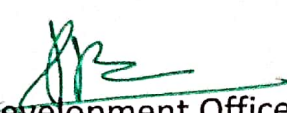
K. Any deviations in the material and the specifications from the accepted terms may liable to be rejected and the suppliers need to supply all the goods in the specified form to the satisfaction / specifications specified in the Purchase order and demonstrate at the their own cost.

  
Block Development Officer,  
Khaira 29.12.22

Memo No: 4056

Dated- 29/12/2022

Copy submitted to the Collector, Balasore/ CDO-cum-EO, ZP Balasore for favour of Kind information and necessary action.

  
Block Development Officer,  
Khaira 29.12.22

Memo No: 4057

Dated- 29/12/2022

Copy to Khaira Block Office Notice Board/ Chairperson, Panchayat Samiti, Khaira / Nodal Officer Sanitation, Khaira Block/ Section Officer, Khaira Block /GPEO, Khaira Block /BRC, Khaira Block for Information and necessary action

  
Block Development Officer,  
Khaira 29.12.22

Memo No: 4058

Dated- 29/12/2022

Copy to District Informatic Officer, NIC Balasore for favour of Information and necessary action. He is requested to hoist the quotation in website for wide publication.

  
Block Development Officer,  
Khaira

**FORMAT FOR QUOTATION**

<b>Name of the Vendor/Bidder:</b>	
<b>Name of the Manufacturer:</b>	
<b>Address:</b>	
<b>Tel No(s):</b>	
<b>Mobile:</b>	
<b>E-Mail:</b>	
<b>Offered Price:</b>	
<b>Specification of Model:</b>	
<b>Full Signature(authorized signatory):</b>	
<b>Seal of the Firm:</b>	