

COLLECTORATE: MALKANGIRI  
(ST & SC DEV. SECTION)

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No. 2328 / 2023(ANWESHA) / Date : 25 . 07 . 2023

**TENDER CALL NOTICE**

Sealed tenders are invited from the intending Registered Authorized Dealers, Renowned Firms & Distributors/ Dealers for supply School Uniform, Shoes & Socks, House Dress, General materials and Reading-writing materials to the students under Urban Education Programme- "ANWESHA" running under ST & SC Dev. Department of Malkangiri district for the academic session 2023-24. The last date of submission of tender paper is on or before 07-08-2023 by 5.00 PM to the office by **Registered Post/ Speed Post** addressing to the **District Welfare Office, Malkangiri, At/Post/Dist.- Malkangiri, PIN - 764045**. The tender will be open before the District Purchase Committee in presence of the tenderers or their authorized agents on Date : 08-08-2023 at 11.00 A.M. in the office chamber of Collector, Malkangiri.

The under signed reserves the right to accept, reject or modify the tender wholly or partially without assigning any reason thereof. Earnest Money Deposit (refundable) as mentioned will have to be submitted in shape of Demand Draft in favour of the **District Welfare Officer, Malkangiri in any Nationalized Bank payable at Malkangiri** along with the tender papers. For any query please contact **06861-230408**.

Tender paper along with details can be obtain from the office of the undersigned on any working days till – Date : 07-08-2023 from 10.00 A.M to 05.00 P.M. on payment of cost of Rs.5000/- (rupees five thousand) only through Demand Draft (Non-refundable) or can be downloaded from the District Website ([www.malkangiri.nic.in](http://www.malkangiri.nic.in)) and submitted along with the Demand Draft of Rs.5000/- (Rupees five thousand) only in favour of the **District Welfare Officer, Malkangiri** in any nationalized bank payable at Malkangiri.

**TENDER DOCUMENTS**

**IMPORTANT INFORMATIONS TO THE BIDDERS**

01	Availability of Tenders	<a href="http://www.malkangiri.nic.in">www.malkangiri.nic.in</a>
02	Date & Time for submission of the Tender documents by Speed Post / Regd. Post.	Last date- <u>07-08-2023</u> by 05.00 P.M.
03	Earnest Money Deposit	Rs.1,20,000/- (Rupees one lakh twenty thousand) only
04	(i) Technical Bid (ii) Financial Bid of eligible Tenderer (iii) Venue	(i) Date : <u>08-08-2023</u> at <u>11.00 A.M.</u> with samples. (ii) Financial bids of the technically successful Bidders will be opened after acceptance of the samples. (iii) Conference Hall of Collector, Malkangiri
05	Supply of all intended materials	The materials are to be supplied within one month from the date of placement of order failing which order will be automatically cancelled and EMD & SDR so deposited will be forfeited.

## GENERAL INSTRUCTION FOR BIDDERS

### 01. Procedure

- a. The Bid has been invited under two bid systems, i.e, “**Technical Bid**” and “**Financial Bid**”. The interested Bidders are advised to submit two separate sealed envelopes super scribing “Technical Bid” and “Financial Bid”.
- b. **Technical Bid and Financial Bid :-**  
The Bidders have to fill up the Technical Bid Form (Format-A) (copy enclosed) and submit it with a separate envelope with all self-attested documents. Similarly, the Financial Bid Form has to be filled up as per prescribed form (Format-B - Annexure-I, Annexure-II & Annexure-III) (copy enclosed) and to be submitted in separate envelope.
- c. The Tender should be addressed to the **District Welfare Office, Malkangiri At/Po-Malkangiri, PIN-764045** and subscribed as “**Tender for supply of School Uniform & General Materials under “ANWESHA”.**”

### 2. The bidder shall submit the following documents along with the tender papers:-

The interested Bidders is to enclose self-attested photocopy of the following valid documents in the **Technical Bid envelope**.

- The bidders / Firms have to deposit Earnest Money Deposit (EMD) amounting to Rs.1,20,000/- (Rupees one lakh twenty thousand) only in shape of Demand Draft in favour of the District Welfare Officer, Malkangiri, payable at Malkangiri.
- Copy of PAN card.
- Registration Certificate of GST.
- Up to date GST Clearance Certificate
- Last Three years IT returns (2020-21,2021-22 & 2022-2023)
- The bidder should have an average annual turnover of minimum Rs.1.00 Corer or above in last three financial years i.e 2020-21, 2021-22 and 2022-2023. Accordingly, the bidder has to submit annual turnover certificate duly certified by Chartered Account for the financial year 2020-21, 2021-22 and 2022-2023.
- Bank Account statement copy of concerned firm.
- Declaration as per Format-C (copy enclosed)
- Non-refundable paper cost of Rs.5,000/- in shape of DD.
- Experience in supply of school uniform in Anwesha programme (Any District)

### 3. The terms and conditions of the tender shall be as follows:-

- i. The rates inclusive of all taxes for each item should be quoted with **specific Brand** of the company. The bidders must bring the sample at the time of opening of tender.
- ii. One bidder has to produce one sample only for verification during opening of tender. Production of multiple samples during the opening of tenders by if any bidder liable for rejection.
- iii. The bidders who meet the qualitative requirements specified in the **Technical Bid** will only be consider for participating in the **Financial Bid**. The technically disqualified bidders will not be entertained in the financial bid.
- iv. Non-refundable paper cost of Rs.5,000/- in shape of Demand draft payable to District Welfare Officer, Malkangiri should be in the **Technical Bid**. Without Demand Draft Rs.5,000/-, the tender paper shall not be accepted and liable to be rejected.
- v. The decision of Procurement Committee on selection / rejection of bidders would be final basing on the tender submitted by the bidders and the quality of items to be supplied by them.
- vi. The earnest money deposited by tenderer whose tenders shall not be accepted will be returned to them only after final acceptance of the District Level Purchase Committee.
- vii. After finalization of the Tender the successful/selected Bidders/Firm is required to **deposit 5% of the order value for Security deposit in shape of FDR (Fixed Deposit Receipt) to be pledged in favour of the District Welfare Officer, Malkangiri before supply order.**
- viii. The District Level Purchase Committee shall not be bound to accept the lowest rate, but the acceptance of the tender shall be based on the best quality of the materials/ Samples submitted. The finally accepted bidders shall strictly confirm to the approved rates and sample while supplying.
- ix. In case the supply of articles is found to be of poor/sub-standard quality contrary to the approved sample, the supply order will be cancelled, the earnest money deposited shall be forfeited and steps may be taken for black-listing the firm. It is also applicable to them who are unable to supply the same.
- x. All the procured items should be supplied within 01 (one) month from the date of placement of order. All materials should be delivered in full and good conditions and in no case part supply will be accepted. The Successful Unit/Firm should submit GST Registration certificate during time of submission of Invoice Bill with Delivery Challan.
- xi. Order will be placed by the D.W.O., Malkangiri and quantity of articles for supply order may increase or decrease subject to availability of funds.
- xii. The District Level Purchase Committee reserves the right to accept or to reject any or all the tenders without assigning any reason thereof.
- xiii. The Committee shall not be responsible for any postal delay or **missing of tender papers**. The incomplete tender papers without EMD received after the **scheduled date and time** shall not be accepted and liable to be rejected.
- xiv. The Tenderer should quote rate for all items given in the tender schedule in order. Part tender is not acceptable.
- xv. The Tenderer should submit one sample and one quoted rate.

- xvi. All the information as called for in the tender document should be submitted truly, clearly, legibly, transparently, unambiguously and without the use of abbreviations. It shall be submitted in English.
- xvii. The rate should be clearly mentioned on the tender paper both in figure & words and duly signed by the tenderer concerned; otherwise the tender is liable to be rejected.
- xviii. The rates quoted shall be valid for a period of one year counted from the last date of receipt of the bids or submission of tenders.
- xix. The rate inclusive of all taxes and transportation to the ANWESHA hostel points.
- xx. The selected bidder has to collect measurement of the Uniform / Shoes & Sock /House Dress/Sweater of individual boarder students of the ANWESHA hostel and Uniform/House Dress/ General materials will supply to the ANWESHA hostel point.
- xxi. All documents should be duly signed by the authorized person of the bidder in each page as a token of acceptance of all terms and conditions of the Bid.

#### 4. Submission and opening of Tender

- Samples are mandatory, without samples tender will not be accepted.
- The interested bidder may be submit the tender document completely in all respect along with EMD and other requisite documents on or before on or before 07-08-2023 by 5.00 PM to the office by **Registered Post/ Speed Post** addressing to the **District Welfare Office, Malkangiri, At/Post/Dist.- Malkangiri, PIN - 764045**. The DWO, Malkangiri shall not be held responsible for any postal delay.
- The authority has every right to extend the dateline for submission of tender.
- The bid receive by the authority after the prescribed time and dateline for submission of bids will not be opened and considered. Thus the same is deemed to be rejected.
- The tender paper will be opened on 08-08-2023 at 11.00 A.M. in the office chamber of the Collector, Malkangiri by the District Level Purchase Committee in presence of bidders and authorized representatives of the bidders.

  
COLLECTOR, MALKANGIRI

Memo No 2330 / 2023

Date : 25.07.2023

Copy to the Office Notice Board

Copy forwarded to all local offices in the District / DIPRO, Malkangiri for information and necessary action with a request to display the Tender Call Notice in their Notice Board for information & wide publication.



District Welfare Officer,  
Malkangiri

Memo No 2331 / 2023

Date : 25.07.2023

Copy forwarded to All the Block Development Officers in the District for information and necessary action with a request to display the Tender Call Notice in their Notice Board for information & wide publication.



District Welfare Officer,  
Malkangiri

Memo No 2332 / 2023

Date : 25.07.2023

Copy to the District Informatics Officer, NIC, Malkangiri for information with a request to publish the Tender Call Notice in the District portal [www.malkangiri.nic.in](http://www.malkangiri.nic.in).



District Welfare Officer,  
Malkangiri

Memo No 2333 / 2023

Date : 25.07.2023

Copy to all the members of the Purchase Committee for information.



District Welfare Officer,  
Malkangiri

**FORMAT-"A"**  
**APPLICATION-TECHNICAL BID**

1.	Name of the Bidder :			
2.	Name of the Proprietor :			
3.	Full address of the Registered Office :			
4.	Full address of Operating/Branch Office :			
5.	Name & Telephone No. of authorize Officer :			
6.	Non-Refundable paper cost of Rs.5000/- (Five Thousand) only in shape of Demand Draft.	Yes/No		
7.	Details of Earnest Money Deposit	D.D.No. _____ Date - _____ Rs. _____ drawn on Bank _____		
8.	PAN Card	Yes/No		
9.	Registration Certificate of GST	Yes/No		
10.	Up to date GST Clearance Certificate	Yes/No		
11.	I.T. Returns of last three years	2020-21	2021-22	2022-23
12.	Annual Turnover (2020-21, 2021-22, 2022-23)	2020-21	2021-22	2022-23
13.	Bank Account statement copy	Yes/No		
14.	Declaration as per Format - C	Yes/No		
15.	Experience in Govt. supply in school uniform under Anwasha Programme	Yes/No		

Place  
Date

Bidders Official Signature  
Name & Designation with Rubber  
Stamp/Official seal of the firm.

**FORMAT - "B"**  
**APPLICATION FOR FINANCIAL BID**  
**ANNEXURE-I**

**1. Uniform Materials for Boys**

School Name	Class	ITEMS (School Uniform for Boys)	Tentative Requirement	Brand / Company Name (if any)	Quoted Price inclusive all taxes & transportation (per pair / piece in Rs.)
<b>IMST English Medium School, Malkangiri</b>	Class - I to V	White Half Shirt	126 pairs		
		Maroon Half Pant			
	Class - VI to X	White Half Pant	63 nos.		
		White Half Shirt	120 pairs		
		Maroon Full Pant			
White Full Pant	60 nos.				
<b>Deepti Convent School, Malkangiri</b>	Class - I to V	Blue White Cream Check Half Shirt	83 pairs		
		Grey Half Pant			
		Red, White, Black Check Half Shirt	83 pairs		
	Brick Half Pant				
	Class - VI to X	Blue White Cream Check Half Shirt	65 pairs		
		Grey Full Pant			
Red, White, Black Check Half Shirt		65 pairs			
Brick Full Pant					
<b>Saraswati Sishu Bidya Mandir</b>	Class - I to V	White Half Shirt	28 pairs		
		Blue Half Pant			
	Class - VI to X	White Half Pant	14 nos.		
		White Half Shirt	286 pairs		
		Blue Full Pant			
White Full Pant	143 nos.				
<b>Kendriya Vidyalaya</b>	Class - I to V	Blue-Grey-Red Check Fabric Round Neck Half Shirt with logo in front	12 pairs		
		Grey Half Pant			
	Class - VI to X	Blue-Grey-Red Check Fabric Collar Neck Half Shirt with logo in front.	42 pairs		
<b>Modern English School</b>	Class-I	Shivam Super Trovin Dignify 9004 Half Shirt	54 pairs		
		Super Trovin AC/17 Biscuit Half Pant			
<b>IMST, Deepti Convent, Sisu Mandir &amp; Modern English School</b>	Class - I to X	Black Shoes	453 pairs		
<b>Kendriya Vidyalaya</b>	Class - I to X	Black Shoes	27 pairs		
<b>IMST &amp; Sisu Mandir</b>	Class - I to X	White Shoes	278 pairs		
<b>IMST English Medium School</b>	Class - I to X	Maroon Socks	121 pairs		
<b>Saraswati Sishu Bidya Mandir</b>	Class - I to X	Red Socks	157 pairs		
<b>Deepti, IMST &amp; Sisu Mandir</b>	Class - I to X	White Socks	426 pairs		
<b>Kendriya Vidyalaya</b>	Class - I to X	Navy Blue with upper head red band Socks	27 pairs		
<b>Modern English School</b>	Class-I	Biscuit Colour Socks	27 pairs		

## 2. Uniform Materials for Girls

School Name	Class	ITEMS (School Uniform for Girls')	Tentative Requireme nt	Brand / Company Name (if any)	Quoted Price inclusive all taxes & transportation (per pair / piece / nos. in Rs.)
IMST	Class - I to V	White Half Shirt - White Tunic - White Leggings	59 pairs		
		White Half Shirt - Maroon Tunic - Maroon Leggings	59 pairs		
	Class - VI to X	White Chudidar - White Pant Salwar Suit - White Chuni	51 pairs		
		White Chudidar - Maroon Pant Salwar Suit - Maroon Chuni	51 pairs		
DEEPTI CONVENT	Class - I to X	Blue White Cream Check Half Shirt - Grey Skirt - Grey Blazer - Grey Leggings	143 pairs		
		Red, White, Black Check Half Shirt - Brick Tunic - Brick Blazer - Brick Leggings	143 pairs		
Saraswati Sishu Bidya Mandir	Class - I to V	White Half Shirt - White Tunic - White Leggings	14 pairs		
		White Half Shirt - Blue Tunic - Blue Leggings	14 pairs		
	Class - VI to X	White Chudidar - White Pant Salwar Suit - White Chuni	143 pairs		
		White Chudidar - Blue Pant Salwar Suit - White Chuni	143 pairs		
Kendriya Vidyalaya	Class - I to III	Grey Navy Blue Check Frock - Grey Leggings	4 pairs		
	Class - III to VIII	Grey Navy Blue Check Half Shirt - Grey Skirt	8 pairs		
	Class - IX to XI	Grey Skirt - Grey Trouser - Grey Check Kurti - Grey Blazer - Grey Leggings	10 pairs		
Modern English School	Class-I	Shivam Super Trovin Dgnify 9004 Half Shirt - Super Trovin Ac/17 Biscuit Skirt	54 pairs		
IMST, Deepti, Sisu Mandir & Modern English School	Class - I to X	Black Shoes	459 pairs		
Kendriya Vidyalaya	Class - I to X	Black Shoes	11 pairs		
IMST & Sisu Mandir	Class - I to X	White Shoes	289 pairs		
IMST English Medium School	Class - I to X	Maroon Socks	111 pairs		
Saraswati Sishu Bidya Mandir	Class - I to X	Red Socks	178 pairs		
Deepti, IMST & Sisu Mandir	Class - I to X	White Socks	432 pairs		
Kendriya Vidyalaya	Class - I to X	Navy Blue with upper head red band Socks	11 pairs		
Modern English School	Class-I	Biscuit Colour Socks	27 pairs		

Signature of the Bidder

Date :

**FORMAT - "B"**  
**APPLICATION FOR FINANCIAL BID**  
**ANNEXURE-II**

**1. Sweater & General Materials for students of Urban Education Programme  
"ANWESHA" at District Headquarter, Malkangiri**

Sl. No.	For Boys/ Girls	Items	Class	Tentative Requirement	Brand / Company Name (if any)	Quoted Price inclusive all taxes & transportation (per pair / piece / nos. in Rs.)
<b>SWEATER</b>						
1	Deepti Convent & Sisu Mandir	Red Colour Sweater (Boys & Girls)	I-X	626		
2	Deepti Convent	Blue Colour Sweater (Boys & Girls)	I-X	291		
3	IMST & Modern English School	Maroon Colour Sweater (Boys & Girls)	I-X	286		
4	Kendriya Vidyalaya	Grey Colour Jacket (Boys & Girls)	I-X	38		
5	All Schools	General House Dress (Track Pant & T-Shirt) with logo in front side (for boys and Girls)	I-X	1900 pairs		
6		School Bag with logo (for Boys & Girls)	I-X	950 nos.		
7		Tiffin Box	I-X	950 nos.		
8		Water Bottle	I-X	950 nos.		
9		Towel	I-X	950 nos.		
10		Handkerchief	I-X	950 nos.		

Signature of the Bidder  
Date :

**FORMAT - "B"**

**APPLICATION FOR FINANCIAL BID**

**ANNEXURE-III**

**1. Reading & Writing Materials for students of Urban Education Programme  
"ANWESHA" at District Headquarter, Malkangiri**

Sl. No.	For Boys/ Girls	ITEMS	Specification / Size (in mm)	Class	Tentative Requirement	Brand /Company Name (if any)	Quoted Price inclusive all taxes & transportation (per pair / piece / nos. in Rs.)
1	ALL ANWESHA SCHOOLS	Long Exercise Note Book (Rolling)	172 pages (297 x 210)	VI-X	450 nos.		
2		Small Exercise Note Book (Rolling)	172 pages (240 x 180)	I-X	3920 nos.		
3		Long Exercise Note Book (Plain)	172 pages (297 x 210)	VI-X	450 nos.		
4		Small Exercise Note Book (Plain)	172 pages (240 x 180)	I-X	1316 nos.		
5		Science Note Book	172 pages (240 x 180)	I-X	1316 nos.		
6		Graph Note Book		VI-X	100 nos.		
7		Geometry Box		VI-X	572 nos.		
8		Pencil Box		I-V	378 nos.		
9		Pencil		I-X	9600 nos.		
10		Ball Pen		I-X	9600 nos.		
11		Pencil Cutter (Sharpner)		I-X	1920 nos.		
12		Eraser		I-X	2880 nos.		
13		Drawing Note Book	40 pages (210 x 297)	I-X	550 nos.		
14		Colour Pencil	12 Shades	I-V	378 nos.		
15		Sketch Pen	12 Shades	VI-X	572 nos.		
16		Exam Board		I-X	950 nos.		

Signature of the Bidder

Date :

FORMAT-"C"  
DECLARATION

1. I \_\_\_\_\_ Son/Daughter/ Wife of  
\_\_\_\_\_ Proprietor /Authorized Signatory  
of the Bidders mentioned above are competent to sign this declaration and execute this  
Tender Document.
2. I have carefully read and understood all the items and conditions of the Tender 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  
Tender at any stage besides liabilities towards procession under appropriate law.
4. I also Certify that our firm has not been black listed by the Central/State  
Govt./Board/Corporation/Autonomous body under administrative control of Central/State  
Govt. etc.
5. This is also certified that neither I nor organization will indulge in any corrupt practices so  
far as this bidding is concerned.

Place  
Date

Bidders Official Signature  
Name & Designation with Rubber  
Stamp/Official seal of the firm.