

DISTRICT LABOUR OFFICER, MALKANGIRI

No 3749 /

Date 15.12.2018

**TENDER CALL NOTICE – /2018-19**

Sealed tenders are invited from the intending firms / Authorised dealers / Rate contract holders / Agencies / Reputed manufacturers to quote their rates for supply of following items with specification, terms and conditions, (Available in the Website [www.malkangiri.nic.in](http://www.malkangiri.nic.in) / Office Notice Board) which should reach to the Office of the undersigned from 17.12.2018 to 05 .01.2019(Up to 1.00 P.M ) (Through Registered Post/ Speed Post / Courier service) only, which will be opened on 07.01.2019 at 10.00 A .M by the Tender Committee.

SI No.	Name of Article	Specification	Unit Required
1	Working Tools Masson Kit Carpenter Kit Painter Kit	Details of Kit placed at Section-II	Approximately 10000 beneficiaries
2	Safety Equipment Kit	Details of Kit placed at Annexure –II	

Bids submitted beyond the manner prescribed in the tender documents shall be rejected.

***The detail terms & conditions, Bid documents can be available in the website [www.malkangiri.nic.in](http://www.malkangiri.nic.in).***

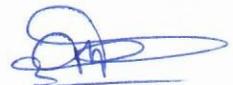
  
District Labour Officer  
Malkangiri

TENDER DOCUMENT  
FOR SUPPLY OF WORKING TOOLS, MASSON KIT,  
CARPENTER KIT, PAINTERKIT & SAFETY EQUIPMENT  
OF MALKANGIRI DISTRICT

**ADDRESS:**

District Labour Officer

Malkangiri



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**SECTION I****INSTRUCTIONS TO TENDERERS**

1. Sealed tenders are invited in the prescribed format from reputed manufacturers/Delers,Rate Contract Holders engaged in the manufacture of **WORKING TOOLS, MASSON KIT, CARPENTER KIT, PAINTERKIT & SAFETY EQUIPMENT** or their authorized distributors/ agency /Suppliers /Wholesalers/Dealers etc. of Malkangiri for supply of above items for period of one year in different Blocks of Malkangiri districts through a set of 3 envelope systems.
2. Envelope details:
  - 2.1 Envelope marked 'A' - Earnest money in shape of bank draft.
  - 2.2 Envelop marked 'B' –
    - (viii) The bidder to be specified the brand as per the format enclosed in section-III
    - (ix) The manufacturer should furnish information on past supply and performance in the format enclosed in section IV.
    - (x) GST clearance certificate, along with balance sheet for last 3 years of the manufacturer.
    - (xi) Copy of income tax return of the manufacturer.
    - (xii) The proof that the annual turnover of the **WORKING TOOLS, MASSON KIT,CARPENTERKIT,PAINTERKIT & SAFETY EQUIPMENT** manufacturer is minimum of Rs.1 Crore with a minimum production capacity of above articles.
    - (xiii) In addition to Para-v Proof of sound financial capability of the bidder in the case of authorized agent/dealer, the dealer should have an average (over 3 years) annual turnover of Rs. 50.00lakhs to apply.
    - (xiv) Sample of **WORKING TOOLS, MASSON KIT, CARPENTER KIT, PAINTERKIT & SAFETY EQUIPMENT** to be verified of the Bidders those Bidders are qualified in the Technical Bid.
  - 2.3 Envelope marked 'C' - Financial bid.
3. Envelopes marked 'A' and 'B' will be opened earlier and the contents will be evaluated at first stage. After this samples submitted by the bidders will be inspected. The financial bid of those bidders will only be opened, whose samples and others documents will be found satisfactory and according to instruction and specification, on the day, to be communicated later to the concerned bidder.
4. The name of the Manufacturer/Dealer & Tender for **WORKING TOOLS, MASSON KIT, CARPENTER KIT, PAINTERKIT & SAFETY EQUIPMENT** must clearly be written on the envelopes..



## 5 SCHEDULE TO THE INVITATION OF TENDER

**Tender for TOOLS, MASSON KIT, CARPENTER KIT,  
PAINTERKIT & SAFETY EQUIPMENT**

(Refer to Section-II for technical specifications)

Name of the Block	Quantity
Malkangiri, Mathili, Khairput, Chitrakonda, Korukonda, Kalimela & Podia	10,000(Approx.)

(Note: Approximate requirement for the above said/}

## 6. Earnest Money

- 6.1 **Rs,5,00,000/-** in the shape of Bank draft will have to be submitted drawn in favour of District Labour Officer, Malkangiri payable at Malkangiri by tenders,
- 6.2 Any bid not accompanied with earnest money will be rejected.
- 6.3 The amount of earnest money will be forfeited if the bidder withdraws his bid after the opening of bids or if the bidder fails to furnish performance security after awarding of contract.

## 7. Quotation price

- 7.1 Bidders will have to quote only single rate for the schedule item strictly as per the technical specification enclosed in annexure "A". No variation or variable quotation or terms will be accepted.
- 7.2 All duties, taxes and other levies payable shall be included in the item's rate.
- 7.3 Rates are F.O.R. destination at Gram Panchayat levels and no extra rate shall be payable on account of transportation charges for interior delivery.
- 7.4 Correction, if any, shall be made by crossing out, re-writing and putting initial with date
- 7.5 Telex or Facsimile quotations are not acceptable.
- 7.6 The bidder must be authorised by the manufacturer to supply the goods offered by the bidder in the format enclosed in section iii
- 7.7 One sample for the scheduled item is to be submitted before the due date and time fixed for tender opening. The samples are to be submitted in the Office of **DISTRICT LABOUR OFFICER, MALKANGIRI** and a receipt obtained from that office should be kept in envelop marked 'B'. Any tender not submitted with acknowledgement receipt shall not be considered. No sample shall be accepted after due date and time.



**8. Validity of quotation**

8.1 The successful bidder will have to sign a rate contract agreement with the undersigned, which will be effective for one year from the date of signing the agreement. The supply order may be placed with them at different time intervals for the said period.

**9. Condition for Supply/ Delivery**

9.1 The delivery will be at Gram Panchayat .

9.2 On each order of supply the delivery of the above items should be completed within 30 days, but the material must reach the district headquarters within 15 days and to be informed and duly acknowledged by the District Labour Officer, Malkangiri.

9.3 Any delay in the period mention above in clause 9.2 will attract penalty such as forfeiture of the security money to be determined by the purchaser.

**10. Security Deposit**

5% as security deposit of the ordered value shall be deposited in favour of the District Labour Officer, Malkangiri payable at Malkangiri, as per the purchaser requirement by lowest evaluated responsive bidder within 10 days.

The performance security can be either in the form of Bank draft /Bank Guarantee/TDR.

**11. Valuation of quotation**

11.1 The Tender Committee will evaluate and compare the quotations independently, determined to be substantially responsive i.e. which conform to the terms and conditions and specifications.

11.2 The duties taxes other levies payable including CST/ GST shall be included in the item rate. The bidder must include all such taxes in the item rate in his quotation.

**12. Qualification Criteria**

12.1 The bidder must be a reputed manufacturer engaged in manufacture of WORKING TOOLS, MASSON KIT, CARPENTER KIT, PAINTERKIT & SAFETY EQUIPMENT or their authorized distributors/agency/supplier/whole seller/dealer/Rate Contract holder etc. The bidder submitting the offer as authorized dealer etc of the manufacturer shall submit certificate of dealership from the manufacturer as per the format enclosed in section III, which meets the stipulated eligibility and qualification requirements. The authorization must be in the prescribed proforma in manufacturer's original letterhead..

12.2 The bidder shall furnish up-to-date GST and copy of income tax return of the manufacturer with the bid

12.3 The bidder must have supplied/Sales in any one year to the Government / PSU organisation.

12.4 The bidder should furnish information on past supply of the WORKING TOOLS, MASSON KIT, CARPENTER KIT, PAINTERKIT & SAFETY EQUIPMENT supplied earlier in the format enclosed as section IV.

- 12.3 The bidder must have supplied/Sales in any one year at least 1000 bicycles.
- 12.4 The bidder must have previous experience of similar supply to any Govt. agency or shall be empanelled as a Vendor for similar supply in this year. Supply of the cycles supplied earlier in the format enclosed as section IV.
- 12.5 The bidder shall furnish data to support that he has financial and production capability to perform the contract.
- 12.6 Company having ISO Certification will only be considered.
- 12.7 If the bidder is not the manufacturer, the bidder has the responsibility to prove the above criterion.
- 12.8 Tenders not submitted as per the above prescribed manner will be treated as invalid.

### **13. Award of Rate contract**

- 13.1 The Tender Committee will award tender to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest evaluated quotation price for the scheduled item.
- 13.2 The Rate- is valid for one year only from the date of signing of agreement.
- 13.3 Notwithstanding the above, the Tender Committee reserves the right to accept or reject any quotation and to cancel the bidding process and reject any/all quotations at any time prior to the award of the contract.
- 13.4 The bidder whose bid is accepted, will be informed of the award by the purchaser. The terms of the accepted offer shall be incorporated in the purchaser order.
- 13.5 A agreement will be executed by the purchaser. The purchaser will have liberty to increase, decrease or even part supply order to be placed with the successful bidder.
- 13.6 Payment shall be made after delivery of the goods in satisfactory condition .
14. The tender document can be obtained from the office of the undersigned on all working days from 11.00 am to 5.00 p.m. on written application & deposit of Paper cost of Rs 5,000/- in shape of D.D. or can be downloaded from the District web site i.e,**WWW.malkangiri.nic.in** on payment of **Rs. 5000/~** vide D.D payable to the District Labour Officer, Malkangiri. Last date for obtaining tender document from this office is **05.01.2019 upto 11A.M.**
- 15 No preference will be given to any bidder or class of bidders, either for price or for any of the terms and condition, earnest money deposit exemption etc.
- 16 You are requested to send your offer on all working days from 11 AM to 5 PM in the prescribed format (enclosed herewith) in sealed envelope addressed to the District Labour Officer, Malkangiri. The last date for submission of tender is **05.01.2019 till 1.00 PM**. Tenders will be opened on **07.01.2019 at 10.00 AM**, in the presence of bidders or their authorized representatives, who desires to be present.
- 17 We look forward to receiving your quotations in the stipulated time fixed in the Tender.



**SECTION II**  
**Annexure- A**

**Masson kit (Working Tools)( Total cost Rs.4000/-)**

Sl. No.	Items	Specification	Quantity
1	Belcha	Stick- Plastic ( 3'5")	1 pc
2	Measuring tap (5 mtr)	Steel Tap	1 pc
3	Try Square (12")	Iron	1 pc
4	Carry Bag (Kit type)		1 pc
5	Hammer with Handle (2Lb)		1 pc
6	Kadai Phawda (steel)	Iron-11/2 KG	1 pc
7	Gurmola (Steel)	10" 4" (Steel)	1 pc
8	Kasni (Bag 12 no)	Steel	1 pc
9	Kasni (Bag 6 no)	Steel	1 pc
10	Suta (Small)		1 pc
11	Olumm ½ "		1 pc
12	Olumm Suta		1 pc
13	¾ "8" Cheni / Chisel		1 pc
14	Water level pipe		(1 bundle )
15	Cement Kadhai	Plastic-16" Die/ 18" Die Iron-12"/14" die	1 pc
16	Aluminium Square (6")	6' feet long	1 pc
17	Hech Show Blade	12" long	1 pc
18	Hech Show Frame	12" long	1 pc
19	Belcha Handle	Plastic/Wood	1 pc
Total Kit			19 Items

**Carpenter kit (Working Tools) Total Cost of Rs.4000/-**

Sl. No.	Items	Specification	Quantity
1	Block Planner	2'/21/2/1'/9"	1 pc
2	Screw Driver	1'	1 pc
3	Chalu		1 pc
4	Hech Show Blade	12" long	1 pc



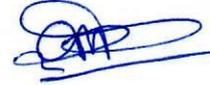
5	Hech Show Frame	12" long	1 pc
6	H.S.S. Drill Bit	8"	1 pc
7	Carry Bag		1 pc
8	Jigsaw Blade	6"	1 pc
9	Measuring tap (5 mtr)	Steel Tap	1 pc
10	Router Bit	½"	1 pc
11	Measuring tap (3 mtr)	Steel Tap	1 pc
12	Pencil		1 pc
13	Try Square	Steel-6"x12"	1 pc
14	Plastic Pad	5"	1 pc
15	60 No paper	5" die	1 pc
16	Diamond Shasprer		1 pc
17	18"H Blade	18"	1 pc
18	Combination plier	8"	1 pc
Total Kit			18 Items

**Painter kit (Working Tools) (Total Cost of Rs.4000/-)**

Sl. No.	Items	Quantity	Specification
1	Colour spray gun	1 pc	Cromium Plate
2	Colour Roller	1 pc	9"
3	Brush 8"	1 pc	8"
4	Brush 4 "	1 pc	4"
5	PVC Roller	1 pc	
6	Carry Bag	1 pc	
7	Colour Spray Nozzle	1 pc	
8	Putty Plate	2 pc	10"x 4"-Iron
9	180 E Paper	5 pc	8"x12"
10	160 E Paper	5 pc	8"x12"
11	120 E Paper	5 pc	8"x12"
12	100 E Paper	5 pc	8"x12"
13	Measuring tap (5 mtr)	1 pc	Steel Tap
14	Hech Show Blade	1 pc	12" long
15	Hech Show Frame	1 pc	12" long
16	Flexible Gloves	1 pc	Rubber
17	Chisel	2 pc	4"/8"/6"
Total Kit		17 Items	

**Safety Equipment kit Rs.1000/-**

<b>Sl. No.</b>	<b>Items</b>	<b>Quantity</b>
1	Safety Goggles	1 pc
2	Safety Shoes	1 pc
3	Safety Helmet	1 pc
4	Safety Hand Gloves	1 pc
5	Safety rise measures	1 pc
6	Safety Radium Jacket	1 pc
7	Safety Ear bags	1 pc
Total Kit		7 Items



**District Labour Officer, Malkangiri**

**SECTION III**

**MANUFACTURERS AUTHORIZATION LETTER**

No.....- Dated:.....

To

TENDER FOR SUPPLY OF

Dear Sir,

We M/s \_\_\_\_\_ who are established and reputed manufacture of Working tools , Masson Kit, Carpenter Kit , Painter Kit and Safety equipment having factories \_\_\_\_\_ at \_\_\_\_\_ do hereby authorise M/s.(Name & Address \_\_\_\_\_ of distributor/ agency/ supplier/ wholesaler / dealer etc) to bid Negotiate and conclude the contract with you against the above tender. We agree to supply the required quantity of Working tools , Masson Kit, Carpenter Kit , Painter Kit and Safety equipment to M/s..... as offered by them to supply against the above stated tender and undertake full guarantee and warranty for supplies done through them

Yours faithfully,

For and on behalf of M/s.....  
(Name of Manufacturer)

The authority letter must be in the original letter-head of the manufacturer.



**SECTION IV**

**PROFORMA FOR PERFORMANCE STATEMENT (FOR BIDDER) (FOR A PERIOD OF LAST THREE YEARS)**

Name of Firm and address:-----

Order placed by (full address of)	Order No. and date	Description and quantity of ordered goods		Remarks
		Items	No. of Pieces	
1	2	3	4	5



Signature of Supplier

## SECTION V

PRICE SCHEDULE

Sl. No	Name of Item	size	Unit cost
1	WORKING TOOLS	As per specification	
2	MASSON KIT	As per specification	
3	CARPENTER KIT	As per specification	
4	PAINTERKIT	As per specification	
5	SAFETY QUIPMENT	As per specification	

Place :

Signature of the Bidder

