

**OFFICE OF THE DISTRICT PROJECT COORDINATOR,  
SAMAGRA SHIKSHA, MALKANGIRI**

Letter No. 954 /2020



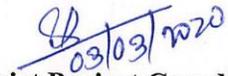
Dated. 03.03.2020

**TENDER CALL NOTICE**

Sealed Tenders are invited by the undersigned in the prescribed format from the reputed Supplier having registered update copy of Income Tax Return Filing, PAN No, GST Registration Certificate for printing and supply of ID Card for Elementary Teachers. The Tender Papers containing detailed specification with terms and conditions can be downloaded from Malkangiri District web site i.e. [www.malkangiri.nic.in](http://www.malkangiri.nic.in). **The tender paper (prescribed) alongwith required documents as per terms and condition must be submitted in a sealed cover.** The last date for receipt of tender paper is **16.03.2020 up to 5.00 PM through Regd. Post or Speed post only, which will be opened in the Chamber of the Collector, Malkangiri on 17.03.2020 at 4.00 PM** in presence of District level committee and Tenderer or their authorized persons. The tender received after 5.00 PM of 16.03.2020 shall not be entertained.

The undersigned reserves every right to reject any or all of the tenders without assigning any reason thereof.

**By order of Collector-cum-Chairman**

  
**District Project Coordinator,  
Samagra Shiksha, Malkangiri**

## Terms and Conditions for Printing and supply of ID Cards for Elementary Teachers

1. Registered Firms having update copy of Income Tax Return Filing, PAN No, GST Registration Certificate can only be entertained.
2. The successful Tenderer should supply the materials within 10 days from the date of issue of indent at DPO, SS, Malkangiri and failing which the supply order will stand automatically cancelled.
3. The sealed Tender must be accompanied with the following documents.
  - a. Copy of update Income Tax Return Filing.
  - b. Copy of PAN Card No.
  - c. Copy of GST Registration Certificate
  - d. Copy of Registration Certificate in support of SSI Units or EPM Rate contract as the case may be.
4. The Specification of Teachers ID Card is as follows.
  - i. Width: 3.370 Inches
  - ii. Hight: 2.125 Inches
  - iii. Thickness: 0.33 mm
  - iv. Printing Both side Multicolour Printing
  - v. Material Thermal Card/PVC fuse card with protection card holder/cover
  - vi. Single colour printed premium quality neck lanyards
5. The Tender paper should be filled up properly and **the rate is to be quoted in the prescribed proforma (against Sample-1, Sample-2 and Sample-3) inclusive of all taxes and transporting cost.**
6. The Tenderers are to submit their Tender Document alongwith EMD of Rs. 10000/-(Rupees ten thousand only) and cost of Tender Document of Rs. 1000/-(Rupees One Thousand only), in shape of bank draft to be pledged in favour of District Project Coordinator, SS, Malkangiri drawn on SBI payable at Malkangiri failing which the offer will be rejected.
7. In no case advance payment will be made for the materials so indented.
8. The rate of articles offered by tenderers should be mentioned inclusive of all taxes and transportation charges and should be free from corrections and errors.
9. Only prescribed materials is allowed in tenders and other material will not be allowed for the purpose.
10. **The details of different quality (at least -3) should be mentioned in the tender and sample should be submitted alongwith sealed tender paper.**In that cases, the samples should be provided in the different packets and numbered Ex: Sample-1,Sample-2, Sample-3 and same should be provided in main sealed tender cover.
11. The ID Card should last up to 03 years. The selected firm have to provide guarantee of ID Cards for 3 years on letters, Photos, logos, printing on dual side thermal/fused PVC Cards.
12. The details teacher information and photographs will be provided by the DPO,SS,Malkangiri in hard copy in order to prepare the ID Card.
13. There is no relaxation of EMD / Cost of Tender Document for Cooperative Societies and stores.

*S*  
03/03/2020

14. The selected firm will have to execute an agreement with the DPC, SS, Malkangiri soon after the selection and before issue of work order in non-judicial stamp papers to print and supply the materials.
15. The EMD of unsuccessful tenderer will be refunded soon after finalization of tender.
16. The tenders received without fulfilling terms and conditions are liable for rejection.
17. Conditional tenders beyond list will also be liable for rejection.
18. The Collector-cum-Chairman, SS, Malkangiri reserves every right to reject any or all of the tenders without assigning any reason thereof. Any dispute arises subject to Malkangiri jurisdiction only.
19. On the top of envelop "**TENDER ON PRINTING & SUPPLY OF ID CARD FOR ELEMENTARY TEACHERS**" should be mentioned.

*03/03/2020*  
District Project Coordinator,  
Samagra Shiksha, Malkangiri

**TENDER FOR PRINTING AND SUPPLY OF ID CARD FOR ELEMENTARY TEACHERS OF  
MALKANGIRI DISTRICT**

NAME OF THE FIRM		PHONE NO.
GST. REGISTRATION CERTIFICATE NO.		OFFICE:
PAN NO.		RESIDENCE:
ADDRESS FOR COMMUNICATION:		E.MAIL ADDRESS:

EMD DETAILS:	BD NO. AND DATE:	AMOUNT
TENDER PAPER COST:	BD NO. AND DATE:	AMOUNT

Sl No.	Particulars	Specification	Set of Card	Type	Rate per ID Card set (Rs.)
1	2	3	4	5	6
1	Printing and Supply of ID Card for Elementary Teachers ( <b>Tentatively 3776 nos. and quantity may be changed</b> )	Width: 3.370 Inches Hight: 2.125 Inches Thickness: 0.33 mm Printing: Both side Multicolour Printing	Material: Thermal Card/PVC fuse card with protection card holder/cover, Single colour printed premium quality neck lanyards	Sample-1 Sample-2 Sample-3	

**UNDERTAKING:**

I do hereby undertake that I will abide by all the terms and conditions laid down by the District Project Coordinator, SS, Malkangiri and will be held responsible for any lapses to any terms and conditions and will be liable for action under appropriate law.

**Seal & Signature of the Bidder**