

**OFFICE OF THE PRINCIPAL GOVT. SCIENCE HIGHER SECONDARY**  
**SCHOOL, MALKANGIRI**

Letter No: 100 /GSHSSM/21

Date: 17.03.2021

**QUOTATION CALL NOTICE**

Sealed Quotation are invited from the reputed Registered Firms/ Suppliers having branded Company Authorization to be preferred, subject to favorable, cost & quality for supply of accessories **(Civil work and infrastructure development)** for Smart class room and IT facilitation lab, as decided by the District Level Purchase Committee meant for SCAIFL.

Categorically, item wise specification is mentioned as follows. The bidder has to super scribe on the envelope that for which item or category of items he/she intends to participate in the Quotation. The details of Quotation along with terms and conditions is available in the district website - [www.malkangiri.nic.in](http://www.malkangiri.nic.in).

Sl. No.	Name of the Articles	Specification	Quantity
01	02	03	04
01	Podium	The article should be of Reputed Company Wood – Engineered, Laminated Board	01
02	Modular Smart table & Chair	The article should be of Reputed Company Table-W x H x D: 77 cm x 123 cm x 61 cm (2 ft 6 in x 4 ft x 2 ft) With CPU Compartment,Built-in Keyboard Tray  Chair- W x H: 55 cm x 88 cm (1 ft 9 in x 2 ft 10 in) Frame Material: Metal Wheels, Seat Lock, Swivel, Armrest, Adjustable Seat Height Upholstery Type: Cushion	50
03	Air Conditioner	02 TON Split AC, 5 star Installation charge included The article should be of Reputed Company Warranty period 05 years on PCB, 10 years on Compressor	02
04	White Boards	The article should be of Reputed Company Size-5 x 6 feet	01
05	Teachers Table chair set	The article should be of Reputed Company Table- Material: Particle Board Configuration: Straight Height x Width: 75 cm x 150 cm (2 ft 5 in x 4 ft 11 in) Storage Included  Chair- W x H: 55 cm x 88 cm (1 ft 9 in x 2 ft 10 in) Frame Material: Metal Wheels, Seat Lock, Swivel, Armrest, Adjustable Seat Height Upholstery Type: Cushion	01 set
06	Laboratory Interior Insulation	25 feet x 70 feet x 25 feet	01 room

Total Cost of above items limited to Rs.7,35,000 /-

**QUOTATION DOCUMENTS  
IMPORTANT INFORMATION TO THE BIDDERS**

1	Availability Of Quotation	www.malkangiri.nic.in
2	Date and time for submission of the Quotation documents by speed post/Registered post only.	Last Date-24.03.2021 at 5.00 pm
3	Non-refundable paper cost	Rs.6,000.00 (Rupees Six Thousand ) only
4	(i) Technical Bid	Dully filled up and to be opened at 3.00 P.M. on Dtd.25.03.2021
	(ii) Financial Bids of eligible Quotation	Financial bids of the Bidders will be opened, those who would have qualified in technical bid.
	(iii) Venue	In the Office Chamber of Principal, Govt. Science H.S.S., Malkangiri .
5	Materials to be supplied	The materials are to be supplied within 07(Seven) days from the date of placement of order, failing which order will be automatically cancelled and EMD will be forfeited.

**TERMS & CONDITIONS AND GENERAL INSTRUCTIONS FOR BIDDERS**

**01. PROCEDURE :**

- (A) The Bid has been invited under two bid system i.e. "Technical 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 self attested documents. Similarly the Financial Bid form has to be filled up as per prescribed form ( Format-B) (copy enclosed) and to be submitted in separate envelope.
- (C) The Quotation should be addressed to Principal, Govt. Science Higher Secondary School, Malkangiri, AT/PO/DIST- Malkangiri-764045, and super scribing as Quotation for supplying .....(Name of the Item/Category).
- (D) The Firms have to submit EMD of Rs. 7350 /- only in shape of Demand Draft payable to Principal, Govt. Science Higher Secondary School, Malkangiri in the Quotation bid.
- (E) The interested bidders has to enclose self- attested photo copy of the following documents in the technical bid envelope, stated above, such as:
- (i) Valid company authorization / Registration Certificate of Firm / Authorized dealer certificate of the manufacturer.
  - (ii) Registration certificate of GST and last return copy to be enclosed.
  - (iii) Copy of PAN card.
  - (iv) Last three years of IT returns. Acknowledgement (2017-18, 2018-19 and 2019-20)
  - (v) Last three years audit report (2017-18, 2018-19 and 2019-20)
  - (vi) Experience in Govt. supply (if any)
  - (vii) Bank account number (cancelled cheque)
  - (viii) Declaration as per format –C (copy enclosed)
  - (ix) The bidder shouldn't have losses during any of the last three financial year i.e. (2017-18, 2018-19 and 2019-20) (Certified copy of audit report to be enclosed)
  - (x) The bidder should have trade-mark registration issued by the Govt. of India for the product offered in the Quotation.
  - (xi) Quotation from joint ventures/consortium are not eligible.

- (xii) If bidder is a distributor, he/she should have an authorization letter from the brand owner/company/OEM to showcase the trademark registration issued by the Govt. of India for the product offered in the Quotation.
- (xiii) Declaration not black listed in judicial paper.
- (F) The bidders who meet the qualitative requirements specified in the Technical Bid will only be considered for participating in the financial Bid. The technically disqualified bidders will not be entertained in the Financial Bid.
- (G) The committee is not bound to accept/select L1 with low quality, but the best quality items as per specification with in affordable price limit, will be the criteria of selection.
- (H) The Bidders required furnishing the quotation price of the items, the Committee has reserved the right to consider or select the article basing upon the qualitative product.
- (I) Non-refundable paper cost of Rs.6000/- in shape of Demand Draft payable at SBI, Malkangiri in favour of Principal, Govt. Science H.S.S., Malkangiri, in the Technical Bid through downloading the Quotation paper and details of terms and condition from the website [www.malkangiri.nic.in](http://www.malkangiri.nic.in) without Demand Draft of the paper cost, the Quotation paper shall not be accepted and liable to be rejected.
- (J) The committee reserves the right to reject or cancel the Quotation or supply orders without assigning any reason thereof.
- (K) The Firms should quote rate for each items/ article given in the Quotation schedule.
- (L) The committee shall not be responsible for any postal delay or missing Quotation papers. The incomplete Quotation paper or without EMD received after the scheduled date and time shall not be accepted and liable to be rejected.
- (M) The items should be delivered/ install in good conditions.
- (N) On failure to supply the items, within stipulated period, the order stand automatically cancelled and EMD, so deposited by him/ her will be forfeited to Government.
- (O) There shall be no compromise of the quality of materials as approved by purchase Committee.
- (P) The successful bidder will deposit 1 % of the total cost as EMD over & above the EMD cost deposited earlier and EMD money of unsuccessful bidder will be refunded.
- (Q) The successful bidder will deposit 5 % bank guarantee and to be placed in favour of Principal, Govt. Science H.S.S., Malkangiri.

## 2. Submission and opening of Quotation:

The interested bidders may submit the Quotation documents completely in all respect along with EMD, Non-refundable paper cost and other requisite documents on or before dated 24.03.2021 at 5.00PM addressing to the Govt. Science Higher Secondary School, Malkangiri Education Colony Malkangiri Po/Dist: Malkangiri, Pin-764045 by Registered post/ Speed Post. The Technical Bids shall be opened on the next day i.e. on dtd :25.03.2021 at 3.00PM in the office chambers of Principal, Govt. Science Higher Secondary School, Malkangiri in presence of bidders or authorized representative of the bidders.

The bid received by the authority after the prescribed Time and dateline will not be opened or considered. Thus, the same is deemed to be rejected.

The authority reserves the right to cancel. Approve or alter the terms and conditions without assigning any reason thereof.

Encl: Format- A, B & C

Memo No. 101

Date: 17.03.2021

Copy to DIO, NIC Malkangiri is required to upload the advertisement in the District website for wide publication.

Copy to Local correspondent news paper SAMBAD for wide publication.

Copy to Notice Board.

  
PRINCIPAL

Govt. Science Higher Secondary  
School, Malkangiri-764045

FORMAT –A

APPLICATION FOR TECHNICAL BID

1	Name of the Bidder	.....
2	Details of Earnest Money Deposit	DD No..... Date..... Rs..... drawn on bank
3	Name of Proprietor	
4	Full address of Registered office	
5	Full address of Operating / Branch Office	
6	Name and Telephone authorized officer	
7	Registration certificate any such equivalent certificate in support of formation / recognition of the bidder organization obtained from the Government authority.	YES / NO
8	Valid company authorization / EPM rate contract / M.S.M.E. Registration Certificate of the item	YES / NO
9	Provisional Registration Certificate of GST	YES / NO
10	Copy of PAN card attached	YES / NO
11	IT Return acknowledgement of last three year	YES / NO
12	Last three year audit report	YES / NO
13	Experience in Govt. supply ( if any )	YES / NO
14	Bank Account No. & Copy of cancelled Cheque	YES / NO
15	Declaration as per format –C	YES / NO
16	Non refundable paper cost in shape of Demand draft	YES / NO

Place:

Date:

Bidder Official Signature  
Name & Designation with Rubber  
Stamp / Official Seal of the Firm.

**FORMAT –B**  
**APPLICATION FOR FINANCIAL BID**

Sl. No.	Name of the Article	Description / specification	Quantity Required	Rate quote(Rs.) including all taxes / delivery & Installation charges
01	02	03	04	05
01	Podium	The article should be of Reputed Company Wood – Engineered, Laminated Board	01	
02	Modular Smart table & Chair	The article should be of Reputed Company Table-W x H x D: 77 cm x 123 cm x 61 cm (2 ft 6 in x 4 ft x 2 ft) With CPU Compartment,Built-in Keyboard Tray  Chair- W x H: 55 cm x 88 cm (1 ft 9 in x 2 ft 10 in) Frame Material: Metal Wheels, Seat Lock, Swivel, Armrest, Adjustable Seat Height Upholstery Type: Cushion	50	
03	Air Conditioner	02 TON Split AC, 5 star Installation charge included The article should be of Reputed Company Warrenty period 05 years on PCB, 10 years on Compressor	02	
04	White Boards	The article should be of Reputed Company Size-5 x 6 feet	01	
05	Teachers Table chair set	The article should be of Reputed Company Table- Material: Particle Board Configuration: Straight Height x Width: 75 cm x 150 cm (2 ft 5 in x 4 ft 11 in) Storage Included  Chair- W x H: 55 cm x 88 cm (1 ft 9 in x 2 ft 10 in) Frame Material: Metal Wheels, Seat Lock, Swivel, Armrest, Adjustable Seat Height Upholstery Type: Cushion	01 set	
06	Laboratory Interior Insulation	25 feet x 70 feet x 25 feet	01 room	

Place:

Date:

Bidder Official Signature  
Name & Designation with Rubber  
Stamp / Official Seal of the Firm.

**FORMAT-C**

**DECLARATION**

01. I .....-Son/Daughter/Wife of Sri-.....  
.....proprietor/ Authorized signatory of the bidders, mentioned above, are competent to sign this declaration and execute this Quotation document.
02. I have carefully read and understood all the terms and conditions of the Quotation and undertake to abide by them.
03. 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 Quotation at any stage besides liabilities towards procession under appropriate law.
04. I also certify that our firm has not been black listed by Central/ State Government Board/ Corporation/ Autonomous body under administrative control of Central or State Government etc.
05. This is also certified that neither myself nor organization will indulge in any corrupt practices so far as this bidding is concerned.

Place:

Bidders Official Signature with Rubber Stamp

Date:

/ Official Seal of the Firm.