

COLLECTORATE: MALKANGIRI.  
Social Welfare Section.

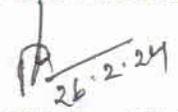
Letter No. 434

Date 27/2/24

**TENDER CALL NOTICE.**

Sealed tender in prescribed form are invited from the intending individuals/Firms/Authorized Dealers/ Reputed Suppliers/ Registered, Manufactured/ Cooperative societies for printing & installation of multi colored Tin Boards on MAMATA Scheme in all 111 Panchayat Offices of Malkangiri District. The tender paper containing terms & conditions, EMD statutory requirement and Prototype of Tin Board along with Frame specification can be downloaded from the District website: [www.malkangiri.nic.in](http://www.malkangiri.nic.in). The tender complete in all respects along with necessary documents in sealed covers along with non-refundable D.D of Rs.2, 000/- (Rupees Two Thousand Only) in favour of DSWO, Malkangiri towards cost of tender paper should reach in the Office of DSWO through Registered Post/Speed Post only by 12 .03.2024.

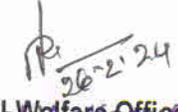
Collector: Malkangiri reserves the right to reject/cancel/withdraw any or all bidders without assigning any reasons.

  
District Social Welfare Officer,  
Malkangiri

Memo No. 435

Dt. 27/2/24

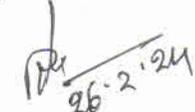
Copy to the Notice Board of Collectorate, Malkangiri/District Social Welfare Officer, Malkangiri for wide Publicity.

  
District Social Welfare Officer,  
Malkangiri

Memo No. 436

Dt. 27/2/24

Copy to the CDO-cum-EO, Malkangiri/Sub-Collector & Malkangiri/All Block Development Officers of Malkangiri District/ All Tahasildars of Malkangiri District/All CDPOs of Malkangiri District/All Executive Officers of Municipalities/NACs of Malkangiri District /DIPRO Malkangiri for information and they are requested to display the Tender Call Notice in their Office Notice Board for wide publicity. Copy to the District Information Officer, NIC Malkangiri for information with an instruction to host the Tender Call Notice and other documents in the District website.

  
District Social Welfare Officer,  
Malkangiri

**DETAIL TENDER PAPER FOR PRINTING & INSTALLATION OF TIN BOARD ON  
MAMATA SCHEME IN ALL 111 PANCHAYATS OFFICES OF MALKANGIRI  
DISTRICT**

1. Detail tender paper can be downloaded from District website i.e. [www.malkangiri.nic.in](http://www.malkangiri.nic.in)
2. The tender paper along with a non-refundable D.D amounting Rs.2000/- (Rupees Two Thousand) only in favour of DSWO, Malkangiri shall be received in the Office of the DSWO, Malkangiri by Registered Post/Speed Post only till 5.00 PM on dt. 12.03.2024 & will be opened on 13.03.2024 at 4:30 PM in Office Chamber of ADM, Malkangiri
3. Detail Block wise requirement of the Tin Signage along with Frame is as follows:

<b>Requirement of MAMATA Tin Signage for all 07 Blocks of Malkangiri District</b>				
<b>Sl. No.</b>	<b>Name of the District</b>	<b>Name of the Block</b>	<b>No. of Panchayat (G.P)</b>	<b>No. of Tin Signage to be installed at Panchayat Offices</b>
1.	<b>MALKANGIRI</b>	<b>Malkangiri</b>	<b>19</b>	<b>19</b>
2.		<b>Podia</b>	<b>8</b>	<b>8</b>
3.		<b>Mathili</b>	<b>20</b>	<b>20</b>
4.		<b>Khairput</b>	<b>11</b>	<b>11</b>
5.		<b>Kalimela</b>	<b>23</b>	<b>23</b>
6.		<b>Korukonda</b>	<b>12</b>	<b>12</b>
7.		<b>Chitrakonda</b>	<b>18</b>	<b>18</b>
<b>TOTAL</b>			<b>111</b>	<b>111</b>

4. The detail of the specification of the Tin Board (Tin Signage) with frame is as follows.

<b>Sl. No.</b>	<b>Items Description</b>	<b>Size</b>
1.	Tin signage (Tin Board)	3 FT x 2.5 FT (Prototype available in <a href="http://www.Malkangiri.nic.in">www.Malkangiri.nic.in</a> )
2.	MS Angle Frame including Fabrications, Fixing of Signage of Frame, 2 coats of color on Frame	As per Drawing (Frame specification available in <a href="http://www.Malkangiri.nic.in">www.Malkangiri.nic.in</a> )

5. The tender will be in two parts i.e. Technical Bid (Part-I) & Financial Bid (Part-II). The Bidders should submit their Technical bid and Financial Bid separately in two envelopes and put into another cover super scribing in the capital letters such as **“TENDER FOR PRINTING & INSTALLATION OF TIN BOARDS ON MAMATA SCHEME IN PANCHAYAT OFFICES OF MALKANGIRI DISTRICT”**.
6. The tender paper should be filled in properly and legibly in plain paper/ letter pad without any correction/ over writing.

7. The price of Tin Board (Tin Signage) is to be quoted per piece (Unit) only & must be within Rs.5033/- (Five Thousand Thirty Three rupees) only.
8. The price quoted must be inclusive of Tin material cost/printing cost/all taxes/ duties/ transportation cost/ installation cost at each Panchayat Office/ insurance, excise duty and custom duty (if any). The rate should be written both in words and figures in the tender paper. The rate quoted should be final and any change in the same will not be allowed under any circumstances.
9. The tender committee will verify the lowest rate quoted and the tender will be finalized taking into the consideration of rate quoted by the bidders. The decision of the tender committee regarding selection of firm for printing supply & installation of Tin signage at Panchayat Offices will be final.
10. The selected bidder will complete the entire process of preparation, supply and installation of required numbers of Tin Board (Tin Signage) at each Panchayat within 30 days of receipt of the order from DSWO, Malkangiri failure to which may lead to forfeiture of security deposit / imposition of penalty. The item must be neat, clean and of good quality without any violation of the prototypes and specification.
11. The bidder has to give EMD of Rs.5, 000/-(Rupees Five Thousand) only with the tender paper in shape of Demand Draft in favour of DSWO, Malkangiri. No bidder shall be allowed to withdraw his tender/earnest money until the tender is finalized. The EMD of unsuccessful bidders shall be refunded.
12. The successful bidder will deposit an amount of Rs.50, 000 (Fifty Thousand) Only in favour of DSWO Malkangiri as Security Deposit. In case the successful tender refuses/ unable to supply after acceptance of his/her/tender, or withdraw the tender, the earnest money deposited by him/her will be forfeited.
13. The earnest Money & Security amount Deposited by the successful bidder will be refunded without interest only after successful completion of supply & installation required numbers of Tin Board (Tin Signage) at Panchayat area in good condition and as per approved specified article with in stipulated time. The whole or part of the Security Deposit will be forfeited for irregular performance of breach of any terms and conditions.
14. DSWO, Malkangiri is not liable for payment of any interest on the Security Deposit or any depreciation thereof.
15. The bidder has to submit the following documents along with the tender paper:
  - A. Original demand draft of Tender Paper.
  - B. Attested Copy of PAN Card.
  - C. Attested copy of the up-to-date GST clearance Certificate for last quarter.
  - D. Copy of GST Certificate & GSTIN Number.
  - E. IT Return copy of last 3 years.
  - F. Attested Copy of MSME UDYAM Registration Certificate.
  - G. Bidder should submit copy of past supply order/experience certificate from any Govt./PSU/ Semi Govt. organization for the last three years.( Exclusively Tin Board).
  - H. Original tender paper duly signed by the bidders as a token of acceptance of the terms and conditions of the tender.
16. In case of any discrepancy in between advertisement, other detail provision of the tender document, **the undersigned reserves the right to add / modify/ delete any portion of the document by issuance of an addendum or corrigendum & will also be made available to all the bidders who have indicated their intension to tender ( purchase the tender for). This shall be binding on all the bidders.**

**17. Prototype of items to be printed & installed:**

The Prototype of Tin Signage with frame specification is available in the District website. [www.malkangiri.nic.in](http://www.malkangiri.nic.in) & in the Office of the DSWO, Malkangiri.

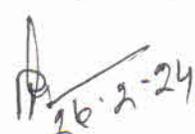
Address for submission of tender paper is

District Social Welfare Officer,  
Old Collectorate, Malkangiri  
At/Po/Dist-Malkangiri, Pin Code-764045.

**19. Payment procedure:**

- a. No advance payment shall be made to the successful bidder for preparation, supply & installation of Tin signage with frame.
  - b. Payment will be made by the DSWO, Malkangiri only after completing the preparation, supply & installation of entire quantity of Tin Signage at all Panchayat Office, verification of the size & quality of installed Tin Signage, receipt of certificate from the Concerned CDPOs regarding installation & receipt of Geo tagged Photos (Both soft & hard copy) of the installed signage.
  - c. If required, thickness & quality of the Tin Board & Iron Angle used for the structure will be sent for testing charges will be borne by the successful bidder.
20. Any damaged/ torn/ illegal/ bad quality items detected during supply & installation will not be accepted.
21. In case of any dispute, the orders/ decisions of the DSWO, Malkangiri will be final and binding.
22. The bidder shall bear all costs associated with preparation and submission of tender and the undersigned in no case be responsible or liable for these cost, whether the tender is not accepted finally or cancellation/ rejection of tender.
23. The tender document is not transferrable. Only the party who has purchased the tender form shall be entitled to quote
24. If the successful bidder fails to supply within the stipulated period i.e. 30 days from the date of received the indent order, liquidated damage @2% per day of delay shall be deducted from the final payment.
25. The undersigned reserves the right to cancel or reject any or all the tender of any time without assigning the reason thereof.

**Signature of the bidder with seal**

  
**District Social Welfare Officer**  
**District Social Welfare Officer**  
**Malkangiri**  
**Malkangiri**

**TENDER FORM**  
**Part-1**  
**(Technical Bid)**

1.	Name of the Bidder/Agency ( in Capital Letters)	
2.	Address of the Bidder/ Agency	
3.	Name of authorized signatory (in Capital letters)	
4.	Specimen signature of authorized signatory	
5.	Telephone number/ Mobile No./Mail Id of authorized signatory / bidder / Agency	
6.	D.D No. & Dt. (Towards cost of Tender paper) in favour of DSWO, Malkangiri	
7.	Registration No: (Attach attested copy of registration certificate issued from MSME)	
8.	Attested Copy of up-to-date GST Clearance Certificate	
9.	Attested Copy of PAN Card	
10.	Draft /TDR number and date of the EMD of Rs. 5,000/- submitted by the Bidder/Agency (yes/No)	
11.	Affidavit of declaration that Bidder/ Agency agrees to abide by all terms & conditions of tender and Whether Printing Press have any legal suit/ criminal case pending against it for violation of PF/ ESI/ MW Act or any other law. (Submit an affidavit of declaration for no case is pending)	
12.	Whether All documents submitted signed by the authorized signatory of Bidder/Agency (Yes/No)	

**DECLARATION**

I /we hereby certify that the terms and conditions, specification etc, given with the tender notice have been read carefully and acceptable to me/ us and that the information furnished above is full and correct to the best of my / our knowledge. I / we understand that in case of any deviation in the above statement at any state the Agency will be blacklisted and will not have any dealing with the Bidder/ Agency in future.

Place

Date

(Signature and seal of the authorized signature)

**TENDER FORM**  
Part -II  
(Financial Bid)

Sl. No.	NAME OF THE ITEMS	SPECIFICATION	NO. OF TIN BOARD TO BE INSTALLED AT PANCHAYAT LEVEL	QUOTED RATE PER TIN BOARD IN RUPEES. INCLUDING TRANSPORTATION, INSTALLATION AND GST.
1.	Tin Board	<p>Tin Board as per EPM specification</p> <ul style="list-style-type: none"> <li>➤ Tin Board size 3Ft x 2.5Ft</li> <li>➤ Made out of Tin Board of 0.20 mm thick as per I.S. 1993/93</li> <li>➤ 5 times pre-printing chemical treatment</li> <li>➤ 4 times multi colored printing</li> <li>➤ Transparent coating and Heat treatment at 2000 c after each operation</li> <li>➤ Punching holes of diameter not more than 2 mm at each corner and at the midpoint of each size Board of length 3 ft are to be provided. All total of punching holes are to be provided in each Board.</li> <li>▶ MS Angle Frame (As per Drawing) including Fabrication, Fixing of Signage of Frame, 2 coats of Colour on Frame, with 40x5 angle and 25x5 angle.</li> <li>▶ The angle used shall be of Tata/Jindal make. The structure shall be installed with concrete grounding and up to 1.5 ft. underground surface of long life. The boards shall be riveted on the frame.</li> <li>▶ Installation at 111 Panchayat Offices of Malkangiri District.</li> </ul>	111	

Signature and seal of the authorized signatory)

Place

Date