

School Code:- 17101

U-dise Code:- 21300300572

Affiliation No:- 1520013



**EKLAVYA MODEL RESIDENTIAL SCHOOL**  
AT-Champanagar, PO- Challanguda, DIST-MALKANGIRI  
ODISHA, PIN-764045



**(National Education Society for Tribal Students)**

**(Ministry of Tribal Affairs, Govt. of India)**

**Establishments Year 2011-12**

**EMAIL ID:- [emrsmalkangiri@gmail.com](mailto:emrsmalkangiri@gmail.com)**

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Letter No:- 362/Tender File/EMRS/2025

Date 22/07/2025

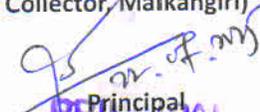
**Short Tender Call Notice**

Sealed tender is invited from any reputed firm/Supplier towards supply different items to our school Eklavya Model Residential School, Malkangiri at:- Champanagar, Po:-Challanguda, Dist:-Malkangiri,764045 for the session 2025-26 the tender paper can be received from office or can be download from the website ([WWW.malkangiri.odisha.gov.in](http://WWW.malkangiri.odisha.gov.in)) or EMRS MALKANGIRI Website ([www.emrsmalkangiri.com](http://www.emrsmalkangiri.com)) with an non-refundable amount of Rs 300/- (Rupees Three hundred Only) in favour of EMRS, Malkangiri, Payable at SBI Road Branch, Malkangiri and the filled up shield document (not Stapled) must reach to the office of the undersigned by hand /by post by 04:00Pm on or before 29-07-2025 the sealed document will be opened in presence of PAC member and Bidders or their authorized person in the office of the Principal EMRS, Malkangiri, at 10:00Am on dated 31-07-2025 the undersigned reserved the right to accept/reject the tender without assigning any reason therefore which cannot be challenged in any court of law. Payment shall be made through transfer of funds to the bank account of the selected supplier after verification of quality and quantity of the supplies and enter in the stock book & issue record after scrutinizing the bill/Invoice

(By the Order of Collector, Malkangiri)

Memo No:- 363

Copy to DeGM Collectrate, Malkangiri for Information and necessary action with a request to upload the notification along with the tender document in PDF file in your official web site of Malkangiri district [www.malkangiri.odisha.gov.in](http://www.malkangiri.odisha.gov.in) for wide publication.

  
Principal  
EMRS, Malkangiri  
Date:-

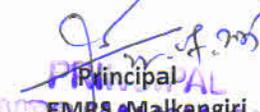
Memo No:- 364

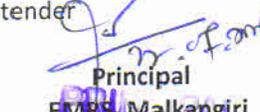
Copy submitted to the DWO, Malkangiri & PA,ITDA, Malkangiri for kind information and necessary action with a request to display the same in their notice board For wide publication

  
Principal  
EMRS, Malkangiri  
Date:-

Memo No:- 365

Copy submitted to all the PAC member of EMRS, Malkangiri for kind information and necessary action with a request to be present in the office of the undersigned at 10:00AM on dated 31/07/2025 to open the tender

  
Principal  
EMRS, Malkangiri  
Date:-

  
Principal  
EMRS, Malkangiri

# EKLAVYA MODEL RESIDENTIAL SCHOOL, MALKANGIRI

## SHORT TENDER CALL NOTIFICATION NO-01/2025-26, Date.

To,

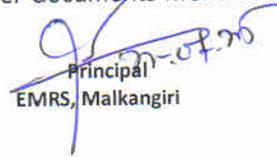
M/S. ....

Sub: Terms and Conditions of the TENDER for the supply of .....

- 1) The TENDER papers must be reached to the office of the undersigned in a sealed envelope (not stapled) and super scribe as "TENDER FOR THE SUPPLY OF \_\_\_\_\_" on the Top of the envelope, not by name on/before **4 P.M. on** \_\_\_\_\_ positively. School shall not be responsible for any postal delay. The Tenders will be opened in the Office of the Principal, EMRS, Malkangiri at 10.00A.M. on \_\_\_\_\_ in presence of all PAC Members and the bidders or their authorized representatives (one for each Supplier/Bidder).
- 2) The Tender should be submitted as according to the terms and conditions specified in paragraphs 3 to 25 along with valid GST Registration except vegetables, Perishable items & stitching of uniforms unless it will be rejected. The quoted price must be inclusive of all taxes, transportation & installation charges and to be delivered at the school point. All bidders must submit the filled-up Tender papers (from page-1 to 5) with seal & signature on each page along with their annexure/s.
- 3) The Tenderers should quote the price in amount against the item/s which has no MRP and quote percentage (%) of discount against the article/s as instructed in the Tender paper. There should not be any over-writing or corrections in the quoted price/%age of Discount on MRP. If a figure is to be amended, it should be neatly scored out and then revised figure should be written above and the same should be attested with seal, signature and date, In the absence of the attested signature the Tender is liable to be rejected.
- 4) The Committee does not bind himself to accept the lowest quoted price for all items. The committee reserves the right to accept the quoted price after comparing the price and quality and selection will be done on the basis of quality also. If the lowest quoted price of any item seems high in comparing to the Market Price, the committee can negotiate/bargain with the L1 Bidder and that negotiated price will be fixed.
- 5) The Bidder should submit his /her Tender form along with **Earnest Money Deposit (EMD)** in form of Bank Draft in favor of **EKLAVYA MODEL RESIDENTIAL SCHOOL, MALKANGIRI** payable at **SBI, Road Branch, Malkangiri**. The EMD will be forfeited in the event of failure to comply with the contract.
- 6) If the contractor fails to supply the articles within the stipulated time period as per guideline / supply order issued by the undersigned, the school will purchase the articles from the market and the difference of price, shall be deducted from the EMD or in case the amount paid by the school will be excess than the security deposit, the supplier shall be liable to pay that amount.
- 7) The Brand /Make other than the specification given in the Tender schedule will not be accepted. The undersigned is not responsible for any damage or loss of materials during transportation. Exchange of the same will be done by the supplier at his/her own cost.
- 8) All materials should be delivered in full and good conditions as per supply order. The successful supplier/firm should supply the materials along with the Invoice Bills; else materials will not be accepted. For the branded item, if there would some free gift schemes, marked on the packing, the same would liable to be supplied with the articles on free of cost and also to be mentioned in the bill.
- 9) In the event of acceptance of the Tender and placing of the order for purchase, the articles ordered for would be subjected to an inspection by the undersigned or his representative/s and are liable to be rejected if the articles supplied are not according to approved samples or do not confirm to the specifications/ brand prescribed.
- 10) If the L1 Bidder will not supply the items in the stipulated time period/ as per the specification, his Tender will stand automatically cancelled and order will be placed to the L2 Bidder, which can't be challenged in any court of law.

- 11) The amount of EMD money shall be retained by the school for a period of 06 (six) months from the date of completion of supplies as a safeguard against any defect appearing in the articles supplied within the period.
- 12) The Tenderers are requested to submit the samples at the time of submission of Tender in a sealed packet. Loose articles minimum 50gms should be submitted in a transparent jar/polythene bag. Packet items and pieces should be submitted one in number invariably printed label of the firm.
- 13) Payment will be made only after verification of the supplied articles by the quality checking committee/undersigned and entry in the stock & issue register and scrutiny of bills after full supply as per the order placed to the party.
- 14) Quality should be invariably maintained throughout the year /period of agreement as per the sample and specification. Articles maybe sent for the laboratory testing if required; the articles must be fresh and good in quality.
- 15) The rate should be quoted in Indian Rupees (INR) and in terms of metric weight measure i.e., Kg, Ltr, gm, etc. as the case may be. The rate quoted shall be valid till dtd.31-03-2026 except Grocery, Vegetables & perishable goods (valid till dtd.31/03/2026 or finalized the fresh Tender which is earlier) in view of boarders need.
- 16) It is not compulsory on the part of the undersigned to purchase the items for which the Tender is being called and supply order will be placed as per actual requirement of the institute.
- 17) No interest will be paid by the undersigned for the EMD money kept in this School. Payment will be made in shape of A/C payee cheque or RTGS only.  
Specification given by NESTS; MOTAs must be followed by the bidders for stitching of Uniform items strictly.  
In case the date and time of opening of the Tender is changed, the same will be displayed in the notice board of the school and District Website also.
- 20) All the information as called for in the Tender documents should be submitted (in English only) truly, clearly, legibly, unambiguously and without any abbreviation. More than one rate for each item shall be rejected.
- 21) The Tender must submit the detail postal address, E-mail ID, Bank Account Number with IFSC and Telephone No. of their shop in the Tender paper.
- 22) In case of any document submitted by the Tenderer in support of their claim are found to be false or forged, the Tender is liable for cancellation and EMD deposited by the Tenderer will be forfeited.
- 23) Warranty/guaranty details to be specified for the electronics Items or any others in the Remark column of the Tender paper and should be handed over to the undersigned/his representatives at the time of supply must.
- 24) Payment of Vehicle rent will be made only after verifying of bill in every month the supplier are directed to submit proper GST Bill or last working day of every month.
- 25) The sealed Tenders should invariably contain
  - I. Up to date GST Clearance Certificate up to March 2024 copy and copy of PAN.
  - II. In case of Authorized dealers, the Authorization Certificate issued by the Manufacturer /company and brochure specified with the concerned items and price list.
  - III. Signature of the Tenderer in all pages with date.
  - IV. This instruction to Tenderers is to be signed by the Tenderers and return in original with the Tender papers with all enclosures.
  - V. Bank Draft for cost of Tender Paper Rs.300/- (Non-refundable) in favor of **EKLAVYA MODEL RESIDENTIAL SCHOOL, MALKANGIRI** payable at **SBI, Road Branch, Malkangiri**.
  - VI. EMD in the shape of Bank Draft in favor of **EKLAVYA MODEL RESIDENTIAL SCHOOL, MALKANGIRI** payable at **SBI, Road Branch, Malkangiri**.
  - VII. IT Return for last 03 years (from 2021-22 to 2023-24 F.Y) and all other documents mentioned in the technical bid.

Place: Malkangiri  
Date: 22/07/2025

  
Principal  
EMRS, Malkangiri

**DETAILS OF DURATION OF SUPPLY AND ITEM-WISE EARNEST MONEY IN RUPEES TO BE SUBMITTED ALONG WITH TENDER PAPER**

Sl. No	Name of items	Duration of supply	Amount of Earnest Money
1	Vegetables	1Day	Rs.10,000.00
2	Musical Instruments	7 Days	Rs. 5,000.00

(Registration of firm, GST clearance and copy of GSTIN with Certificate is mandatory except Sl. No 1)

We M/s \_\_\_\_\_ agreed to accept the terms and conditions specified in above para 03 to 25 and also enclose the rate of the items as per list and specifications given by the Principal EMRS, Malkangiri.

\_\_\_\_\_  
Full signature of the  
Proprietor with seal of the Firm.

Name of the proprietor & Address of the Firm:

Telephone Number / Mobile Number: \_\_\_\_\_

E-mail ID:

**Witness (Signature, Name & Address)**

1. Signature.....

Full Name.....

Address: ....., Mob No:

2. Signature.....

Full Name:.....

Address: ....., Mob No:

**EKLAVYA MODEL RESIDENTIAL SCHOOL, MALKANGIRI**  
**TECHNICAL BID**

Sub: Technical bid for supply of \_\_\_\_\_ as per enclosed specification & list.

1. Short Tender Notification Number:01/2025-26, Dtd. \_\_\_\_/\_\_\_\_/2025

2. Name & Address of the Supplier:M/s.....

3. Date of opening of Tender: Dt. \_\_\_\_/\_\_\_\_/2025 at 10.00AM.

4. Paper cost of Rs.300/- (Demand Draft No.....dated...../\_\_\_\_/2025)

5. EMD of Rs..... /- (Demand Draft No.....dated...../\_\_\_\_/2025)

**SELF DECLARATION BY THE BIDDER:**

I/We hereby submit technical bid for supply of \_\_\_\_\_ as per terms, conditions and specifications of this Tender call notice of EMRS, Malkangiri which are acceptable to us. I am aware that while evaluating the technical bid if any/part (as decided by the PAC of EMRS, Malkangiri) of the terms/items mentioned below is not found meeting the requirement of the Tender notice, the bid will not be accepted.

1. Earnest Money	(a) Bank ..... (b) Draft No. .... dated..... (c) Amount Rs.....
2. Income Tax Registration details	GSTIN No. .... Copy encl: Yes/No
3. IT Return for 2021-22, 2022-23&2023-24	Enclosed: Yes / No
4. GST clearance (Return) Certificate from the competent Authority up to March - 2024	Enclosed: Yes / No
5. GST Registration Certificate	Number and date of certificate GSTIN No..... Designation of certificate issuing officer : ..... Attested copy of the certificate Annexed :Yes/No
6. Submitting of Product Prospectus/ Brochures/Samples of _____ as per list & specifications. (Where applicable).	Yes / No
7. Registration Certificate for the manufacturing item (IF APPLICABLE) (Certified copies of registration certificates must be enclosed)	(a) Valid Certificate issued by any Govt. authority: Yes/No Enclosed: Yes / No
8. Description of the registered trademark (where applicable)	

Signature of the Tenderer with Seal

9.	Copy of ISO:9001:2000 Certificate / Dealership Certificate (If Available)	Number and date of certificate (a) Certificate No..... Dt. .... (b) Valid up to..... (c) Attested copy of the certificate Annexed: Yes/No
10.	Name, Address & Contact Number of the Proprietor of the Bidder/ Supplier	
11	Bank Account Details of the Bidder/Supplier	

#### Undertaking

- i. I/We undertake to a bid by the terms & conditions of Tender notice along with Annexure.
- ii. I/We undertake to make the entire supply as per delivery schedule of Tender notice.
- iii. The proposed rates are valid up to next Tender of EMRS, Malkangiri.
- iv. Our firm has not been black listed by any State/Central Govt./Board/Corporation/Autonomous Body under administrative control of Central or State Govt.
- v. Neither myself nor my organization will enroll in any corrupt practices so far as this bidding is concerned

#### List of enclosures:

- |         |          |
|---------|----------|
| 1. .... | 6. ....  |
| 2. .... | 7. ....  |
| 3. .... | 8. ....  |
| 4. .... | 9. ....  |
| 5. .... | 10. .... |

#### Signature of the Tenderer

Name:.....

Postal Address.....

.....

Phone No..... Mobile No.....

Mail Id.....

Annexure-01

**EKLAVYA MODEL RESIDENTIAL SCHOOL, MALKANGIRI**  
**Tender for supply of Vegetables for the Financial year -2025-26**

1. Name & Address of the party /Firm: \_\_\_\_\_.
2. Earnest Money Deposited: **Rs.10,000/-** Vide Bank Draft No. \_\_\_\_\_ Dt. \_\_\_\_\_.
3. Tender Paper Cost Deposited: **Rs.300/-** Vide Bank Draft No. \_\_\_\_\_ Dt. \_\_\_\_\_.

**Note:** -The supplier should go through the specification very strictly before quoting the rates. The suppliers are bound to supply the vegetables with fresh quality and actual quantity as per the requirement of the school from time to time. Never he/she delay/deny in supply in the name of transportation or hiking the price, else the same will be purchased from the market and the amount will be adjusted from the EMD of the concerned supplier. It may be noted that for standard quality only single rate against the items should be quoted, in case more than one rate quoted for single item in the name of quality, the same will not be considered.

PARTICULARS OF THE ITEMS

Sl No.	Name of the Item	Unit	Rate Quoted (Rs.) to supply at School point for the period of		
			JULY-2025 to OCT-2025	NOV-2025 to FEB -2026	MAR-2026 to JUNE-2026
1	Arum (saru)	Per Kg			
2	Barbati	Per Kg			
3	Beans	Per Kg			
4	Beet Root	Per Kg			
5	Bitter Guard (Kerala)	Per Kg			
6	Brinjal	Per Kg			
7	Cabbage (Bandhakobi)	Per Kg			
8	Capsicum	Per Kg			
9	Carrot	Per Kg			
10	Cauliflower (Fulakobi)	Per Kg			
11	Coconut (Big Size)	Per Kg			
12	Cucumber (Kakudi)	Per Pc			
13	Curd	Per Kg			
14	DhaniaPatta	Per Kg			
15	Drum stick (Muniga)	Per Kg			
16	Garlic	Per Kg			
17	Ginger	Per Kg			
18	Green Chilly	Per Kg			
19	Green Banana	Per Kg			
20	Green Jack fruit	Per Kg			

Sl No.	Name of the Item	Unit	Rate Quoted (Rs.) to supply at School point for the period of		
			JULY-2025 to OCT-2025	NOV-2025 to FEB -2026	MAR-2026 to JUNE-2026
21	Green Mango	Per Kg			
22	Green Papaya	Per Kg			
23	GanthiKobi	Per Kg			
24	Green Matar	Per Kg			
25	Janhi	Per Kg			
26	Jhudanga (Aladi)	Per Kg			
27	KhambaAloo	Per Kg			
28	Kankad	Per Kg			
29	Kunduri	Per Kg			
30	Ladies Finger (Bhendi)	Per Kg			
31	Lemon	Per Kg			
32	Mula	Per Kg			
33	Onion	Per Kg			
34	Parbal (Potala )	Per Kg			
35	Potato Big size	Per Kg			
36	Red Pumpkin	Per Kg			
37	Ripe Banana	Per Kg			
38	Sachindra	Per Kg			
39	Simba	Per Kg			
40	Tomato	Per Kg			
41	Water guard (Lauki)	Per Kg			

I/We submit financial bid for the supply of VEGETABLES as per terms & conditions of Tender notice of EMRS, Malkangiri along with this annexure, which are acceptable to me/us.

Date: \_\_\_\_\_

Seal & Signature of the Supplier

Place:

Name of the firm:

Address:

Phone No:

Alternative Phone Number:

Annexure-02**EKLAVYA MODEL RESIDENTIAL SCHOOL, MALKANGIRI**Tender for supply of Musical Instrument for the Financial year -2025-26

1. Name & Address of the party /Firm: \_\_\_\_\_.
2. Earnest Money Deposited Rs.5,000/- Vide Bank Draft No. \_\_\_\_\_ Dt. \_\_\_\_\_.
3. Tender Paper Cost Deposited: Rs.300/- Vide Bank Draft No. \_\_\_\_\_ Dt. \_\_\_\_\_.

**Note:** - The supplier should go through the specification very strictly before quoting the rates. The suppliers are responsible to prove the quality mentioned with sample or with authenticated documents, failing which the rates quoted will not be accepted. It may be noted that for standard quality only single rate against the items should be quoted, In case more than one rate quoted for single item in the name of quality, the same will not be considered.

SL.NO	ITEMS & SPECIFICATION	Specification	BRAND	QUANTITY	RATE PER UNIT (IN RS.)
1	SID DRUM SNARE 12" WITH STICK & BELT	Brass Drum	Any Brand		
2	DHOLAK PURE SHEESHAM WOOD WITH PADED BAG	Brass Drum	Any Brand		
3	KEYBOARD STAND HEAVY DOUBLE ROAD	Wooden	Any Brand		
4	JACK CABLE FOR KEYBOARD SMTR	Bija Wood	Any Brand		
5	MANJIRA BRASS	Thikwood	Any Brand		
6	MARKAS GLASS	Neem Wood	Any Brand		
7	BIG DUFF 14"		Any Brand		
8	BASE FLUTES		Any Brand		
9	VIOLEN DOULPHIN		Any Brand		
10	DIGITAL TABLA REEDAL		Any Brand		
11	TABLA SET		Any Brand		
12	CONGO WOODEN WITH STEEL STAND	12No	Any Brand		
13	SITAR WITH COVER BAG		Any Brand		
14	SITAR VILAYATKHANA WITH COVER BAG		Any Brand		
15	TANPURA PREMIUM WITH COVER BAG		Any Brand		
16	WIRELESS MICRO PHONE		Any Brand		
17	MICROPHONE		Any Brand		
18	MICRIPHONE STAND HEAVY		Any Brand		
19	HARMONIUM STANDING 9 STOPPER 7 BELLOW		Any Brand		
20	HARMONIUM STANDING 7 STOPPER 7 BELLOW		Any Brand		
21	SITAR STRING SET		Any Brand		
22	GUITAR STRING SET		Any Brand		

23	ODISHI DAMAHA WITH STICK 2 FEET		Any Brand		
24	TUMDAK		Any Brand		
25	SANTHA'S ODISHI		Any Brand		
26	OCTAPAD WITH COVER		Any Brand		

Date: \_\_\_\_\_

**Seal & Signature of the Supplier**

Place:

Name of the Proprietor & firm:

Address:

Phone No:

Alternative Phone Number: