

मध्याह्न भोजन योजना  
Mid Day Meal Scheme

**DISTRICT EDUCATION OFFICER CUM  
DISTRICT NODAL OFFICER (MDM)  
KENDRAPARA**

**TENDER DOCUMENT**

**(TECHNICAL AND FINANCIAL)  
FOR TRANSPORTING AGENT  
UNDER MDM PROGRAMME OF  
KENDRAPARA DISTRICT  
FOR THE FINANCIAL YEAR 2021-22**

OFFICE OF THE DISTRICT EDUCATION OFFICER, KENDRAPARA  
DISTRICT PROJECT MANAGEMENT UNIT  
MID-DAY-MEAL SCHEME



Order No. 19065 / Dt. 28/12/2021

**SHORT TENDER CALL NOTICE 2<sup>nd</sup> TIME FOR ENGAGEMENT OF TRANSPORTING AGENT UNDER  
MDM FEEDING PROGRAMME IN KENDRAPARA DISTRICT FOR THE YEAR 2021-22**

Sealed tenders in prescribed format under two bid system are invited from intending registered firms/authorized licensed Transport Contractor/Agents having valid TIN, PAN, GST clearance for undertaking transportation of rice under MDM feeding programme in Kendrapara district for the financial year 2021-22 i.e 01.12.2021 to 31.03.2022. The cost of tender paper is **Rs.10,000/-** which can be deposited in shape of Cash, Banker cheque or Bank draft drawn in favour of Mid Day Meal, Kendrapara. The money receipt towards cash deposit or the Banker Cheque, Bank Draft should be enclosed with the technical bids. Last date and time for receipt of tender paper is **10.01.2022 by 3.00 PM** and will be opened on dt.11.01.2022 at 11.00 AM at the Conference Hall of Collectorate, Kendrapara. The quotations must be sent through **Registered Post/Speed Post only** addressed to District Education Officer Cum District Nodal Officer, MDM, At- Duhuria Po- Pandiri Dist:Kendrapara PIN-754250. Sending of quotations through couriers or by hand is not allowed. **This office will not be responsible for any postal delay.** The tender paper should be submitted in sealed cover superscribing as "TENDER FOR UNDERTAKING TRANSPORTATION WORK UNDER MDM FEEDING PROGRAMME IN KENDRAPARA DISTRICT 2021-22".

The authority reserves the right to reject any or all the tenders without assigning any reason thereof. For the details of the tender call notice and downloading the tender paper (bid documents) containing detailed specification with terms and conditions please visit Kendrapara district website [www.kendrapara.nic.in](http://www.kendrapara.nic.in)

*Sd/- By Order of Collector Cum Chairman (MDM)  
Kendrapara*

*S. N. Singh*  
28/12/21  
District Education Officer -cum-  
District Nodal Officer (MDM), Kendrapara

P.T.O

Memo No: 19066 /, Date 28/12/2021

Copy forwarded to the Project Director, DRDA, Kendrapara/ ADM, Kendrapara /Sub Collector Kendrapara / All Block Development Officers of Kendrapara District/ All Tahasildars of Kendrapara District / CSO Cum DM, Kendrapara /DSWO, Kendrapara/ CDMO, Kendrapara/ Treasury Officer, Kendrapara/ All Block Education Officer of Kendrapara District / All Executive Officer of Municipalities / NACs of Kendrapara District for information and they are requested to display the Tender Call Notice in their Office Notice Board for wide publicity.

Copy to the Notice Board of Collector, Kendrapara / District Project Management Unit, MDM, Kendrapara / DPC, SSA Kendrapara / All District Education Officers of State for wide publicity.

Copy submitted to the Commissioner cum Secretary to Govt. S&ME Department/ State Nodal Officer, MDM, Odisha, Bhubaneswar for kind information and necessary action.

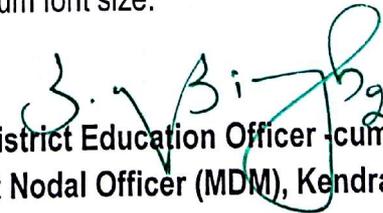
Copy along with copy of enclosures forwarded to the District Informatics Officer, NIC, Kendrapara for information and necessary action with instruction to upload in the District website.

**Sd/- By Order of Collector Cum Chairman (MDM)  
Kendrapara**

  
District Education Officer -cum-  
District Nodal Officer (MDM), Kendrapara

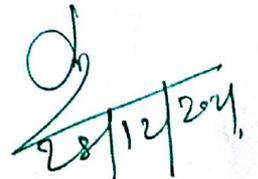
Memo No: 19067 /, Date 28/12/2021

Copy forwarded to the Advertisement Manager, The Samaja & The Odisha Express for information. They were requested to publish the tender call notice in their esteemed News papers for one day and to submit the bill as per govt. approved rate with minimum font size.

  
District Education Officer -cum-  
District Nodal Officer (MDM), Kendrapara

**TERMS & CONDITIONS OF THE TENDER PAPER FOR ENGAGEMENT OF  
TRANSPORTING AGENT OF MDM FOOD STUFF UNDER KENDRAPARA DISTRICT  
(2021-22)**

1. Sealed tenders are invited from the intending registered Transport Contractors / Agents having valid Agent License/ Common Carrier License for engagement of Transporting Agent under Mid-Day-Meal programme for transportation of rice from Odisha State Civil Supply Corporation depots to school points in Kendrapara district for the financial year 2021-2022 i.e 01.12.2021 to 31.03.2022 along with terms and conditions. E.M.D. and statutory requirement downloading from the district website: [www.kendrapara.nic.in](http://www.kendrapara.nic.in). The tender paper complete in all respect along with required documents in sealed cover superscribed as "TENDER FOR UNDERTAKING TRANSPORTATION WORK UNDER MDM FEEDING PROGRAMME- 2021-2022" addressed to the District Education Officer, Kendrapara shall be sent by Registered Post / Speed Post only so as to reach on or before 10.01.2022 by 3.00 PM .The tender received beyond the date and time shall not be taken into consideration.
2. The tender will be opened on 11.01.2022 at 11.00 AM at the Conference Hall of Collectorate, Kendrapara in the presence of the members of the Tender Committee and the tenderer or their authorised representatives (Valid authorisation must be produced).
3. The tenderer shall carefully go through all the terms and conditions of the tender documents and submit the tender papers correctly and in complete form. The tender paper should be filled in correctly and legibly without any correction/overwriting. No opportunity shall be given to the tenderer to rectify or amend any defect detected at the time of scrutiny.
4. "No individual, company, firm, corporation shall participate in the tender process unless it possess valid Agent's License under Carriage by Road Act 2007 and Carriage by Road Rules 2011.
5. The approximate quantity of food stuff to be handled under MDM programme in a quarter is approximately 13000 quintals.
6. The tenderer should have minimum **four trucks** owned / leased in his own name or in the name of the bidding registered firm or family members and having state permit of each truck. **The tenderer should not be a Rice Miller**, Level-I /Level-II Transport Contractor under OSCSC Ltd, SNP Transport Contractor or any other Government Transport contractor for Rice may not be allowed to participate.
7. The vehicle should have National/State Permit for transportation. The vehicle has to be registered in the name of the Tenderer till the end of the agreement. In case the vehicle is required to be disposed of in between the agreement period, the same shall be made on prior intimation to the Collector cum Chairperson (MDM), Kendrapara /District Education Officer cum Nodal Officer, MDM, Kendrapara with a substitute vehicle in the name of the tenderer along with its documentary evidence. The tenderer must submit self

  
28/12/2021

attested Xerox copies of valid vehicles registration certificate, Fitness certificates & insurance cover note along with tender paper & produce the original copies at the time of verification of documents during opening Technical Bid.

## 8. Technical bid :

The tenderers should submit the following documents along with the Technical Bid as per check list. In absence of any document/paper in the tender form, it will be rejected.

- i. Original tender paper duly signed by the tenderer at the bottom of each page as token of acceptance of the terms & condition of the tender.
- ii. Self-attested copy of the valid address proof of the tenderer /firm/ company.
- iii. Money Receipt /Bank draft of Rs.10,000/- (Rupees Ten Thousand) only towards the cost of Tender Paper.
- iv. Attested copy of valid Registration Certificate issued to the tenderer under the "Carriage by Road Act 2007" and "Carriage by Road Rules 2011" by State Transport authority.
- v. Attested copy of latest Income Tax return and copy of PAN Card.
- vi. Attested copy of GST clearance certificate.
- vii. The tenderer should file an affidavit before the Notary that he/she has no criminal background or has not black listed.
- viii. All Xerox photocopies attached to Tender paper should be clearly visible and self attested by the tenderer.
- ix. Certificate from any Govt. organization about past experience and performance if any of the Tenderer in transportation of rice or any food materials. Minimum for a one year or more will be given preference. The accepting authority shall have the right not to accept tender (s) / contractors whose performance was not satisfactory in preceding years under any programme.
- x. Affidavit regarding non conviction under Prevention of Food Adulteration Act & Prevention of Black Marketing Act
- xi. Earnest Money of Rs. 10,00,000/- (Rupees Ten lakhs) only** in shape of NSC / Term Deposit duly pledged in favour of District Education Officer Cum DNO, Kendrapara shall be furnished along with the tenders. Tenders without Earnest Money will be liable for rejection. Cash/Cheque and Bank Draft shall not be accepted. No request for

transfer of any previous deposit or adjustment of earnest money for any claim payable will be entertained. Any deviation to the above stipulation will entail complete rejections of the tender paper. No tenderer shall be allowed to withdraw his tender/Earnest Money Deposit until the tender is finalized. In case the successful tenderer refused to be the Transporting Agent after acceptance of his tender the Earnest Money Deposited by him will be liable for forfeiture.

The EMD of the unsuccessful tenderer shall be refunded after finalization of the tender; whereas the EMD of the successful tenderer will be kept as Security Deposit and will be released after successful completion of contract period, settlement of payment thereof and audit of such account and after obtaining the audit report the Collector, Kendrapara / District Education Officer, Kendrapara is not liable for payment of any interest on the Security Deposit or any depreciation thereof. The breach of any terms and conditions as per agreement and failure/unwillingness to undertake transportation work by the selected tenderer within the time limit after acceptance of his tender may lead to forfeiture of EMD.

- xii. *List of Trucks leased by the Tenderer with documents (Xerox copy duly attested) .*  
All original documents i.e valid vehicle registration certificate, Fitness Certificate, Insurance Certificate for all four vehicles mentioned in tender paper for scrutiny.
- xiii. Labour License as per The Contract Labour (Regulation-Abolition) Act, 1970.
- xiv. In case of Firm, attested copy of Audited Balance Sheet.with IT return for last three financial years i.e 2018-19 to 2020-21
- xv. Affidavit showing non engagement as Transport Contractor of Level-I & Level-II under OSCSC Ltd., SNP under Social Welfare Department or any Govt. Department transport contractor for transportation of Rice and also not functioning as Rice miller of the state

**Nature of work (lifting / distribution of MDM rice)**

9. The successful tenderer shall be required to lift Rice from Civil Supply Depot of Kendrapara Districts and carry to the school points directly without any intermediate point. Where it is not feasible to carry direct to schools, the transport agent may offload and reload to smaller vehicles at a point with approval of concerned Block Education Officer and intimation to the District Education Officer in writing. Any offloading and reloading at any undisclosed place will be treated as illegal warranting action under relevant rules. The



stock where necessary shall be stored under the supervision of Block Education Officer Cum Block Nodal Officer (MDM). From those points, the stock shall be delivered to school points as per diversion order receipt from concerned Block Education Officers Cum Block Nodal Officer (MDM) with in a period of 03 working days of a school. No second intermediate point between Civil Supply Depots & school point will be allowed.

10. It will be the responsibility of the transport agent to lift the rice from Civil Supply Depots of Kendrapara Districts and deliver the same to the school points on proper weightment in the presence of the members of the SMC /SHG/Teachers/ Janch Committee, if any and in no case short supply of delivery shall be made by agent to the school. The agent will be held responsible for shortage and damage noticed, if any during transit. The quality and quantity of the foodstuff being transported can be inspected by the Govt. officials authorized by the Collector or DEO Cum DNO during transit or at stage points or at delivery points.
11. The active e-mail ID and the active Mobile Number submitted by the tenderer are not allowed to be changed. In case of any problems or changing of the mobile number occurs due to unavoidable circumstances the same should be intimated to the Block Education Officers and District Education Officer in writing. All intimation / instructions / notice / communication after tender is finalized, shall be through e-mail only and the tenderer shall be responsible to follow this.
12. The representative of the Collector Cum Chairperson (MDM), Kendrapara designated as Lifting Officer will remain present at the time of lifting of rice from Civil Supply Depots of Kendrapara Districts.
13. The transporting agents / tenderer must intimate the lifting of rice by his vehicle (on the spot of Odisha State Civil Supply depots/ loading point at the time of lifting and loading) to the Block Education Officer / District Education Officer Cum Nodal Officer, MDM with RO No. Of Civil Supply Depots alongwith the Godown point and the registration no. of vehicles with name of the representative / driver and his mobile number. In case of non-intimation, the matter will be viewed seriously.
14. The rice lifted and distributed and balance quantity of rice for each time will be intimated to the Block Education Officer Cum Block Nodal Officer and District Education Officer cum District Nodal Officer, MDM in time. The difference in between lifting and distribution shall be explained by the tenderer after scheduled time of distribution of MDM rice of each quarter. Deviation and illegal possession of MDM Foodstuff shall be considered illegal and the BEO shall file FIR against the tenderer in local police station.
15. The report regarding lifting and distribution of rice each time (different phases of lifting in a quarter) should be intimated to the Block Education Officer concerned by the transport agent within 10 days of lifting in the requisite format along with the copies of ROs and distribution list signed by the HM/HMs or his authorized staff with extending a copy of the District Education Officer, Kendrapara. Non-intimation / non- submission of report to the BEO within scheduled time will invite deviations of the terms and conditions of the tender.

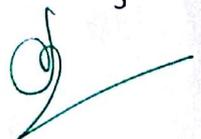
16. The successful tenderer shall deliver the stock through challans to be maintained in triplicate, first copy shall be handed over to the schools, second copy retained at Block Education Office & 3<sup>rd</sup> copy retained by the transport agent for submission of bills .

After completion of distribution of rice the successful transporter shall submit school wise distribution list indicating Challan No. and date of supply and quantity supplied. The Block Education Officer shall compile the distribution list with the delivery challans received through CRCC.

17. The tenderer shall carry certified and sealed digital weighing machine while delivering the rice so as to ensure checking of quantity of rice at school point The transportation bill shall be passed subject to verification of acknowledgement slips on actual weighment at delivery point. The digital weighing machine shall be checked certified and duly sealed by legal metrology officials.
18. The receiving officer shall write the quantity of MDM rice in number and words, put the number of bags in the delivery challan and acknowledge in writing giving full name, designation and date of receipt in the challan.
19. The successful tenderer have to submit recent Solvency Certificate of Rs.20.00 Lakhs issued by the competent Authority or should furnish Bank Guarantee worth of Rs. 20.00 lakhs from any Nationalised bank with validity period up to **31.03.2022** within seven days of selection failing which the tender will be for rejection & EMD will be forfeited.

**CLAIM OF TRANSPORTING CHARGES & PAYMENT:**

20. Payment shall be made as per the approved rate incorporated in the Agreement.
21. The tenderer will submit his claims of transportation charges with the original diversion list and acknowledgement sheet of receiving rice by the HM to the Block Education Officers concerned. The Block Education Officer concerned will verify and to forward the same to the District Education Officer-cum- Nodal Officer, MDM, Kendrapara.
22. The tenderer shall submit the claim of transporting charges of distribution of rice for each quarter within two months of quarter. He must submit the information in proper format along with the details of rice lifting from Godown point with the copies of the release orders, rice distributed to the schools with the copies of the diversion sheet duly acknowledged by the HM / HMs in support of the claims towards transporting charges of MDM rice. Non submission of bill within one month of



the next quarter shall be construed as violation of terms of agreement & penalty @ Rs.100.00 per day will be imposed for late submission of bill.

23. Any amount due to Government, outstanding against the Contractor /Tenderer at the time of termination of contract, if exceeds the EMD/ Security deposit shall be recovered under the provision of OPDR Act, 1962.
24. The transporting agent will be liable to pay demurrage in case of failure to lift / transport the stock of rice from Odisha State Civil Supply Depots of Districts within the stipulated time.  
The transportation assistance is at par with PDS rate subject to maximum amount of Rs.150/- per quintal fixed by Govt. vide the SNO,MDM,Letter No.905 dt.17.08.2019  
No request for enhancement of approved rate shall be entertained during the term of agreement.
25. The District Education Officer Cum District Nodal Officer, MDM, Kendrapara/ authorised officer shall have right to deduct and adjust any amount found recoverable towards loss or damage or both.
26. Income Tax deduction at source at the time of payment of bill will be made as per rule.
27. Provision for recovery of shortage value of Rice at the economic cost :- In case of shortage of stock/shortage delivery of stock by the transport contractor, shortage value will be recovered at the rate of ECONOMIC COST OF RICE fixed by the Govt. of India.

#### GENERAL

28. The agreement may be terminated for violation of terms and conditions as laid down in the agreement. The Collector & District Magistrate, Kendrapara shall be the Appellate Authority for adjudication of any dispute.
29. In case of any ambiguity raised by the tenderer which is not in the tender paper, the Collector-cum- Chairperson,MDM, is the final authority and his decision will be binding on the tenderer .
30. Good conduct in dealing with officials shall be an implied condition for continuance as Transporting Agent.
31. The successful tenderer shall have to enter into agreement with the Collector,Kendrapara as per the terms and conditions mentioned in the specified agreement format within 7(seven) days of intimation of acceptance of his tender.(Annx-A)
32. The Collector-cum-Chairperson, MDM, Kendrapara may terminate the contract for violation of terms and conditions of agreement as well as any change of policy in the Government or for any reasons to be recorded in writing.
33. The right of acceptance of the tender rests with the Collector, Kendrapara who is not bound to accept the lowest tender.
34. While transporting rice in the truck, the agent shall display a placard pasted on the windshield in the following format :

Name of the feeding Programme: M.D.M.

Name of the Transporting Agent:  
Contact No. of the Transporting Agent:  
Place of the Destination:  
Complaint No.: District Education Officer, Kendrapara,

35. The Agent shall give prior intimation about transporting date, time and other details in writing to the DEO and BEOs concerned.
36. *The tenderers have to keep technical bid and financial bid separately. The technical bid & financial bid will be kept in a separate sealed cover and both sealed packets will be sealed in a big cover which should be superscribed as "TENDER FOR UNDERTAKING TRANSPORTATION WORK UNDER MDM FEEDING PROGRAMME 2021-22"*
37. Envelope containing documents / technical bid will be opened first and will be scrutinized on the scheduled date and time.
38. The price bid of the tenderer who qualified in the technical bid shall be opened and taken to consideration. The time of opening of the financial bid will be after opening and finalization of technical bid or at the time to be decided by the Committee and communicated to the tenderer.
39. Original documents as per the technical bid shall be produced by the tenderer on the date of opening of the tender paper and technical bid for verification by the District Tender Committee.
40. The selected transporting agent will be black -listed for any other Gov. tender if he fails to perform the duties as per the terms of the agreement about timely delivery and quantity and quality of MDM rice lifted from the Odisha State Civil Supply Corporation depots of Kendrapara District
41. The Collector-cum-Chairman reserves the right to reject any or all the tenders without assigning any reason thereof.

Sd/- By Order of Collector Cum Chairman (MDM)  
Kendrapara

*3.7.25/12/24*  
District Education Officer -cum-

District Nodal Officer (MDM), Kendrapara

I agree to abide by the above terms and conditions

Signature of the tenderer with seal

Date:

**DOCUMENTS / TECHNICAL BID DETAILS FOR TRANSPORTATION OF RICE  
UNDER MID-DAY-MEAL FEEDING PROGRAMME IN KENDRAPARA DISTRICT**

**2021-22  
TENDER SCHEDULE**

1	Name of the Tenderer /Company/Firm (IN CAPITAL LETTERS)		
2	Detail address for communication with Fax/Phone with STD code (copy of the valid address proof of the tenderer / firm / company to be attached)	Plot No.	
		At	
		Post	
		PS	
		Dist.	
		PIN	
		FAX	
	Land Line		
3	Original Tender Paper		Page No.
4	E-mail ID(s) & Mobile Number(s)		Page No.
5	Voter ID Card		Page No.
6	Valid / active Income Tax PAN Card No./VAT (enclose self attested copy)		Page No.
7	Details of MR No /DD No., date and Bank name towards cost of tender (To be submitted in separate envelope)		Page No.
8	Details of Valid Agents License / Common License issued from competent authority		Page No.
9	Four nos Vehicle details: Owner name, Vehicle No. & relationship with the tenderer (copy of the RC Book be attached)		Page No.
10	Details of Solvency Certificate or Bank Guarantee (copy to be attached)		Page No.
11	Experience Certificates regarding transporting of foodstuff under any scheme if any from competent authority		Page No.
12	Affidavit either from the Executive Magistrate or Notary that the tenderer has no criminal background		Page No.
13	Whether the tenderer has been convicted under prevention of food Adulteration Act & Prevention of Black Marketing Act (Affidavit in this regard should be submitted)		Page No.
14	Details of EMD duly pledged in DEO cum DNO, Kendrapara (copy to be attached)		Page No.
15	If any other supporting documents (Technical bid)		Page No.

I, Sri \_\_\_\_\_ Proprietor \_\_\_\_\_ do hereby undertake that I have gone through the details of the terms and conditions of the tender and agree to abide by the same for transporting MDM rice from Odisha Civil Supply depots to school point of Kendrapara district under MDM feeding programme as per the specification laid down in the paper complete in all respect. The above information submitted by me is true and correct.

**Full signature of the Tenderer with date & seal.**

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## PRICE BID

### TENDER SCHEDULE FOR TRANSPORTATION OF FOOD STUFF UNDER MID DAY MEAL PROGRAMME FOR THE FINANCIAL YEAR 2021-22 OF KENDRAPARA DISTRICT

I do hereby declare to execute the under mentioned description of work in accordance with the conditions specified and at the rate mentioned in the following table irrespective of distance.

Description of work	Rate per quintal in Rupees
Transportation of Rice from Odisha Civil Supply depots of Kendrapara District to School points of Kendrapara District irrespective of distance ,road conditions or increase of decrease in coverage of schools as per prevailing policies of govt. Including loading, unloading & weighing.	Rs.  Rupees in words :

Signature of the Tenderer with Seal

  
28/12/24.