



O.No. 359 /Elec
Date : 6/3/2024 //

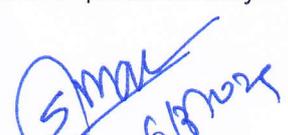
TENDER/ QUOTATION CALL NOTICE FOR M.S.RACKS

Sealed tenders in the prescribed format are invited from the intending Suppliers/ Dealers/ Manufactures/ Sellers/ Firms/ Company/ Authorized agencies for supply of M.S. Racks of three shelves as per specifications annexed herewith for keeping EVMs in the strong room at Kendrapara Autonomous College, Kendrapara for the forthcoming Simultaneous General Election-2024. The tender paper with detail term and condition attached at Annexure-A. The tender documents are available in the Kendrapara website: Kendrapara.nic.in. Interested bidder can download the tender documents from the District website.

Schedule of Events		
1	Last Date of Receipt of Tender Paper	14.3.2024 by 5.00P.M
2	Opening of Tender Paper	15.3.2024 by 11.00A.M

The tender should reach this office on or before 04.00 PM of 14.03.2024 through Regd. Post/ Speed Post or Drop into the tender Box kept in the office of Dy. Election Officer, Collectorate, Kendrapara and must be super scribed as **TENDER/QUOTATION FOR PROVIDING M.S.RACKS FOR SIMULTANEOUS GENERAL ELECTION-2024**. The tender paper received beyond the scheduled date and time shall not be taken into consideration.

The undersigned reserved the right to accept/modify/reject any or all the quotation fully or partly without assigned any reason thereof.


D.E.O & Collector
Kendrapara.

Memo No. 360 //Dt. 6/3/2024 //

Copy to the Sub-Collector, Kendrapara/ All Tahasildar/ All BDOs for information and necessary action. They are requested to display in their notice board for wide publicity.

Copy to the DIO, NIC, Kendrapara for information and he is requested to hoist the tender in the district website.

Copy to the all members of the District purchase committee for information and necessary action. They are requested to participate in the opening of tender in the date time fixed for the purpose.


D.E.O & Collector
Kendrapara.

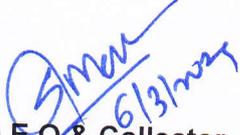
TERMS & CONDITIONS**1. Submission of Tender**

- Tender should be submitted in two parts:
 - a. Part- I :will cover technical bid and
 - b. Part-II :will cover financial bid
- The Technical Bid and Financial Bid must have to be submitted in two separate sealed envelopes (with respective marking in bold letters) along with the prescribed formats/Information mentioned in the Tender Document.
- The first envelope must be marked as-TECHNICAL PROPOSAL (Tender for supply of M.S Racks for the upcoming Simultaneous General Elections-2024).
- The technical Bid envelop should be contain all the require documents such as 1. Aadhar Card, 2. Valid Pan Card, 3. GSTIN registration Certificate, 4. GST last return, 5. Income tax clearance (F.Y 2020-21,2021-22 &2022-23),, 6. Bank draft towards EMD, 7. Cost of Tender Paper 8. Registration of the Vendor.
- The second envelope must be marked as "FINANCIAL PROPOSAL (Tender for supply of M.V Racks for upcoming Simultaneous General Elections-2024) under District Election Office ,Kendrapara "and it should contain Financial Proposal only.
- Both the above envelopes must be sealed and placed in side a third main envelops with proper labeling of following information in bold:
 - NAME OF THE ASSISMENT :
 - TENDER NUMBER AND DATE :
 - DEADLINE FOR SUBMISSION OF BID :
 - NAME OF THE BIDDER :
 - NAME AND ADDRESS OF THE BIDDER :
 - CONTACT NUMBER OF THE BIDDER:
 - EMAILIDOFTHEBIDDER :
- Any deviation from the prescribed procedures /information / formats / conditions shall result in out-right rejection of the proposal. All the pages of the proposal must be sealed and signed by the authorized representative of the bidder .Bids with any conditional offer shall be out rightly rejected. All pages of the proposal must have tobe sealed and signed by the authorized representative of the bidder.

02. Earnest Money

- The Bidders are required to deposit an earnest money of Rs.10,000/- (Rupees Ten thousand only) in shape of Demand Draft in favor of the "Dist. Election Officer -cum-Collector Kendrapara". The E.M.D. amount of the unsuccessful Bidder will be refunded after completion of Quotation Process.
- And the bidders may obtain Tender paper by depositing Demand Draft of Rs 1000/- (Rupees One Thousand only) in favour of the "Dist. Election Officer -cum-Collector Kendrapara payable at SBI (Main Branch Kendrapara) towards cost of Tender Papers (Non-refundable).
- The earnest money will be released only after satisfactory performance of supply.

03. Registration of the Vendor
04. The Bidder shall submit true copy of self attested GST Registration Certificate with GST clearance details for last years i.e., 2023-24.
05. The bidder shall submit true copy of valid Income Tax PAN NO. of the Vendor/ Individual and last three year of Income Tax clearance certificate of F.Y 2020-21, 2021-22 , 2022-2023
06. The Tender should be signed by the bidder/ proprietor of the firm or by the person who is duly authorized for the same by the bidder/ proprietor of the firm.
07. The quotation should be valid for minimum period of two months form the last date of the tender.
08. List of Important clients to whom the materials are supplied.
09. No advance payment shall be made to the successful bidder for any work.
10. While making payment, the Income tax & GST shall be deducted at source from the bills as per the rules of the Income Tax and GST Act.
11. The items required shall be supplied by the successful contractor at any other place as per the directions issued from time to time in timely manner without any extra cost.
12. The Purchase Committee will not be responsible for any loss or damage of any item which are under process of supply, due to any reason whatsoever.
13. The DEO & Collector, Kendrapara reserves the right to reject any/all quotations without giving any reason thereof. The decision of the DEO & Collector will be final.


6/3/2024
D.E.O & Collector
Kendrapara.

Format for Financial Bid.

Quotation for supply of M.S Racks for storage of EVMs in strong room at Kendrapara Autonomous College campus, Kendrapara.

The

The DEO-cum-Collector.
Kendrapara.

Sl. No	Description	Rate per Rack
1	Supplying and erecting M.S. slotted 18 gage angle Rack of three shelves (as per sample image) with shelf plate of 20 gage including painting of two coats over one coat of primer including all cost etc. of size (L-72" X W-24" X H-82") The rate of each rack must be quoted inclusive of materials as above, transportation and fixing at the site Kendrapara Autonomous College campus, Kendrapara.	
	GST @	
	Total	

Term and Conditions:

1. The M.S. Racks must be supplied to the above mentioned address and erection to be done.
2. The rate quoted must be valid for minimum period of two months form the last date of the tender.
3. Payment will be made on receipt of funds after all the Racks are supplied and erected at the site.
4. Supply of material, transportation and fixing at the site is the sole responsibility of the vendor.

I hereby agree for the term and conditions mentioned above

Dated at _____ on _____ 2024.

Signature of the vendor with seal.