



ସମଗ୍ର ଶିକ୍ଷା
समग्र शिक्षा
Samagra Shiksha



**DISTRICT PROJECT OFFICE, SAMAGRA SHIKSHA:
KENDRAPARA**

Phone & Fax: 06727-220547/562, E-mail: ssa_knd@rediffmail.com

Letter No- 944

Date- 31.5.2025

NOTICE INVITING TENDER (NIT)

QUOTATION FOR SUPPLY OF TEACHING LEARNING MATERIALS FOR SISHU VATIKA AND CLASS-I TO III DURING THE ACADEMIC YEAR 2025-26

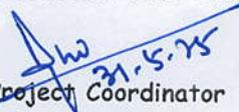
Sealed quotations are invited from registered Firms/ supplier agencies for supply of Teaching Learning Materials for SishuVatika and class-I,II &III students for the year 2025-26 of Kendrapara district in two bid systems (Technical & Commercial) as detailed below.

Name of Tender	Bid Processing Fees	Amount EMD	Last Date & time of receipt of Bid	Date & time of opening of Technical Bid
Teaching Learning Materials	Rs.2,000/-	Rs. 1,10,000	10.06.2025 11 AM	10.06.2025 11.30 AM

The bidder applying for more than one item shall submit one bid processing fee. The detailed BID document is available in the OPEPA website www.osepa.odisha.gov.in and district website www.kendrapara.odisha.gov.in. The interested and eligible agency /firm may download BID Document from the above website and apply. Corrigendum/addendum, if required will be uploaded in the above web site. Hence, potential bidders are requested to be in continuous touch with the above website.

The authority reserves the right to amend, alter or cancel any part or all the quotations at any stage without assigning any reason thereof. The black listed/defaulters firms/printers shall not be allowed to participate.

By the order of Collector-cum-Chairman


District Project Coordinator
SS, Kendrapara



Standard Bidding Document

FOR

**Supply of Teaching Learning Materials for Sishu
Vatika and Class-I to III for 2025-26**

Notice Inviting Tender No. 944

/Dated. 31.5.2025

**OFFICE OF THE DISTRICT PROJECT CO-ORDINATOR
SAMAGRA SHIKSHA, KENDRAPARA**

CONTENT OF BID DOCUMENT

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Important Information to the Bidder (1)

Sl.no.	Particulars	Details
1	Tender Inviting Authority(TIA)	Office of District Project Coordinator,SS,Kendrapara
2	Availability of Bid Document	www.osepa.odisha.gov.in & www.kendrapara.odisha.gov.in .
3	Date of Issue of the Bid	01.06.2025
4	Last Date and time of receipt of the Bid only through speed post /registered post /courier	10.06.2025, 11.A.M
5	Date & time for opening of Technical BID	10.06.2025, 11.30 AM
6	Date of opening of Financial Bid	Will be declared on the date of opening of technical bid after assessing no. of participant bidders
7	Bid Processing Fee (Non-Refundable)	Rs. 2,000/- (Rupees one thousand Only) in shape of DD /Banker's Cheque/BG drawn in any nationalized/scheduled bank favouring District Project Coordinator,SS,Kendrapara payable at Kendrapara which will be annexed with the Technical Bid.
8	Earnest Money Deposit (EMD) (Refundable without interest)	@Rs.1,10,000 in shape of Banker Cheque / Demand Draft / Bank Guarantee
9	Address & mode of submission of proposal	O/o the District Project Co-ordinator, SamagraShikhya ,Kendrapara .Po-College ColonyDist-Kendrapara Pin-754211 Mode of Submission: Speed Post / Registered Post / Courier only to the address as specified above during the office hour only). Submission of proposal through other mode and late bid will be rejected.
10	Place of Opening of Proposal	District Project Office, SamagraShiksha ,Kendrapara .Po-College Colony Dist-Kendrapara
11	Point of Delivery &Completion of supply	At the block point within 15 days from the date of work order
12	Submission of Performance security & Signing of agreement	within 3 days of issue of work order

SUPPLY OF TEACHING LEARNING MATERIALS FOR SISHU VATIKA AND CLASS-I TO III DURING THE ACADEMIC YEAR 2025-26

The District Project Coordinator ,SamagraShikhya ,Kendrapara invites bids from the reputed & creditable Firms/supplier agencies for supply of Teaching Learning Materials such as Slate, Pencil box ,Chalk, Pencil, Eraser, Sharpener & crayons and pencil box, Ruler,pencil Eraser, Sharpener&Crayons for class-I,II &III students for the year 2025-26 .

Scope of Work and general Instructions for Bidders**1. EligibilityCriteria:-**

The Firms/supplier Agencies must have:

- (a) Valid AdharUdyog Registration for supply of TLM items as per Specification
- (b) Firm having set up in the State of Odisha
- (c) Valid PAN
- (d) Valid GST Registration Certificate (Odisha GST registered firm before filling of Tender).
- (e) Preference will given to Composite items bidder& Brand .i.e those bidder having composite cost is low that firm will be selected for supply of items.
- (f) The Bidder should have an average annual turnover of **INR 50.00 Lakh in last three financial years**(i.e.2021-22, 2022-23 & 2023-24). Proof to be submitted by the Bidder in form of Audit Report from a Chartered Accountant/CMA. (Profit & Loss Account, Balance Sheet and Income & expenditure Statement). Valid Turn Over Certificate of Bidder for the Financial Year 2021-22,2022-23 & 2023-24 with UDIN (will be verified online) must be submitted.

2. Application Procedure:

- (a) The Bid has been invited under two bid system i.e Technical Bid and Financial Bid .The interested bidders are advised to submit two separate sealed envelopes super scribed "Technical Bid for supply of ...TLM.....and Financial Bid for supply of ...TLM..... Both sealed envelopes should be kept in other sealed envelopessuper scribed. **Tender for supply of Teaching Learning Materials.**Without super scribed the content the envelope will not be opened.

(b) Technical Bid & Financial Bid:

The Bidder has to fill up the Technical Bid form (Tech-1,Tech-2,Tech-3,Tech-4)& submit it with a separate envelope with all self attested documents /papers as mentioned in Para-2 (f).Similarly the financial Bid form has to be filled up as per prescribed form (Fin-1 & Fin-2)and to be submitted in separate sealed envelope. The bidder is to quote the rate per item in the prescribed format (FIN-2).The per item rate shall be inclusive of all type of cost like manufacturing ,sorting, packaging(Block wise/ Cluster wise and School wise), transportation expensesschool wise and all other charges /levies/duties, transportation cost & delivery of the complete material to block point.. Accordingly, the bidder has to calculate the rate per item after taking into account all of the above factors.

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(c) The Tender should be addressed to O/o the District Project Coordinator, SamagraShiksha ,Kendrapara .Po-College Colony Dist-Kendrapara , Pin-754211

(d)The Bid document shall be available in the website www.osepa.odisha.gov.in.and www.kendrapara.odisha.gov.in.and the cost of the Tender paper is to be enclosed in shape of crossed Demand Draft /Bankers Cheque in favour of District Project Coordinator,SamagarShiksha,Kendrapara payable at Kendrapara along with the Technical BID.

(e)**Earnest Money Deposit (EMD):** The bidder is to submit EMD @Rs.1,10,000.The EMD (refundable - without interest), may be submitted in shape of Demand Draft / Banker's cheque/ Bank Guarantee (**Format A**) from any Nationalized or scheduled bank drawn in favour of District Project Coordinator, SmagraShiksha , Kendrapara Payable at Kendrapara, failing which the tender shall be rejected summarily .. **No Exemption is allowed.**

In case of bank guarantee, it should be valid up to at least 90 days beyond the date of opening of Financial bid. The supplying material as per specification in original should be necessarily accompanied with the Technical Bid as sample .The EMD of the un-successful bidders shall be refunded within 30 days without interest. The EMD shall be forfeited in the event of withdrawal of the tender once submitted OR in case of a successful bidder who (i) fails to execute the agreement within specified period & (ii) not submitted performance security and/or express its inability to supply the finished material within the stipulated period.The EMD of successful bidder shall be refunded after receipt of Performance security.

(f)The interested Bidders are to enclose self-attested photocopies of the following valid documents /papers **in the Technical Bid envelope**. The proposal submitted without the following documents/papers shall not be considered.

- (a) Valid Aadhar Udyog Registration for supply for supply of TLM items as per specification /manufacturing works.
- (b) Proof of Office as well as manufacturing setup in the State of Odisha for OEM only
- (c) valid PAN
- (d) Valid GST Registration Certificate (Odisha GST registered firm)
- (e) DD/Bankers Cheque amounting to Rs.2,000/- as bid processing fee.
- (f) EMD@Rs.1,10,000 may be deposited separately in shape of Demand Draft / Bankers Cheque / Bank Guarantee
- (g) Income Tax Return for the Financial Year 2021-22,2022-23 & 2023-24.
- (h) The Bidder should have an average annual turnover of **INR 50.00 Lakhin last three financial years**(i.e.2021-22, 2022-23 & 2023-24). Proof to be submitted by the Bidder in form of Audit Report from a Chartered Accountant/CMA. (Profit & Loss Account, Balance Sheet and Income & expenditure Statement). Valid Turn Over Certificate of Bidder for the Financial Year 2021-22,2022-23 & 2023-24 with UDIN (will be verified online)must be submitted.
- (i) "Applicant should not be blacklisted by any Govt.entity or by any other organization, not have any legal proceedings within

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a period of three years preceding the procurement process or not have been otherwise disqualification pursuant to Debarment proceedings." The bidder should furnish an undertaking to this effect through an affidavit in non-judicial stamp paper of Rs. 100.00 and duly notarised along with acceptance of the tender terms and conditions.

- (j) Duly filled in, signed & sealed Tech-1, Tech-2, Tech-3 & Tech-4 formats.
- (k) Sample items duly signed & sealed mentioning the specification /quality as mentioned in bid Documents as well as name of the manufacturer (**authorization from OEM for Branded Items such as wax Crayon, Pencil, Eraser as mention in Specification**) must be submitted before the committee during opening of tender. Non branded Items having OEM authorization will be taken into consideration during technical evaluation. The Best and branded sample will be accepted by the Committee on basis of financial limit. Bidder has no right to Complain against the Selection process.
- (l) The Bidders who meets the requirements specified in the Technical Bid will only be considered for participating in the Financial Bid. Financial Bid of the technically disqualified bidders will not be considered & opened.

3. Submission & opening of Tender:

- (a) The interested Bidders may submit the tender document complete in all respects along with EMD, bid processing fee and other requisite documents on or before ~~10.06.2025~~ (in all working days) addressed to District Project Coordinator, Samagar Shikhya, Kendrapara Po-College Colony, Dist-Kendrapara Pin-754211 only by **registered Post / Speed Post / Courier**. The Authority is not responsible for any postal delay. No other mode of submission of bid shall be entertained.
- (b) **Late Bidders:** Any bid received by the authority after the prescribed time and dateline for submission of bids will not be considered and opened. The same is deemed to be rejected.
- (c) The Technical bids shall be opened on the scheduled date and time at the Conference Hall of Office of District Project Coordinator, Samagra Shiksha, Kendrapara in the presence of the representatives of the bidders, if any, who wish to be present on the spot at that **time (Authorization letter in Letter Pad of bidder is mandatory)**.
- (d) The Financial Bid of only those bidders will be opened whose Technical bids are found in order. The date, time & place of opening of Financial BID will be communicated after evaluation of Technical BID.

4. Specifications

Particulars	Specifications	
Wax Crayon(One PKT)	Length :	Reputed Brand 90 mm
	Point Type :	Wide
	Diameter :	11 mm
	Quality :	non smudge, round
	No. of colour :	12
	Special Feature :	Made of nontoxic materials (Nontoxic & food grade pigments) Conforming international Safety standard EN71-3
	1. Slate-01	Dimension :-25x30x1cm,Strong plastic edges and smooth textured black surface
	2. Slate pencil -01(chalk)	White Colour
		Material: slate
	3. Pencil Box(New)- 01	Dimension :-Length 20-22cm,Width 7-9 cm,height 3-5 cm
		Colour-colourful
		Materials-plastic
	4. Scale- 01/Ruler:	15 cm with mm making
5. Pencil 01:	Reputed brand ,HB Pencil bonded lead quality ,Hexagonal shape ,size-172 mm & Dimeter;6.9 mm	
6. Eraser 01:	Reputed brand, dust free& dimension :33 x17x10 mm	
7. Pencil Sharpener 01	Special Feature Rust resistance, Eco Friendly	

5. Evaluation of BID:

- (a) The Purchase Committee of the District Project Office will evaluate the Technical & Financial BID. The Bidder who meets the requirements specified in the Technical Bid will only be considered for participating in the Financial Bid. Financial Bid of the technically disqualified bidders will not be opened.
- (b) The technically qualified bidder quoting lowest price in the financial bid shall be considered for award of contract.

6. Acceptance or Rejection of the Bids:

- (a) The TIA reserves the right to accept / reject any / all bids / cancel the entire selection process at any stage without assigning any reason thereof. No claim, whatsoever, shall be admissible for the alleged loss/damage suffered by the bidder/s on account of such rejections. Bidder has no right to Complain against the Selection process.
- (b) Any bid with incomplete information is liable for rejection.

7. Award of Contract :

The contract will be awarded to the Bidder/s substantially responsive to the Bid document & offered lowest evaluated cost with Brand .

8. Signing of Contract :

- (a) The successful bidder/s whose bid has been accepted will sign an agreement with the TIA within 15 days of issue of the work order.
- (b) Failure by the tenderer to comply with the requirement of above mentioned clause, the offer shall be rejected and the tenderer shall have no claim further.

9. Performance Security Deposit:

The selected bidder shall have to submit Performance Security Deposit of 05% of contract value in shape of bank

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draft / Bank Guarantee (BG) drawn on any Nationalized / Scheduled Bank in favour of the “**District Project Coordinator, Samagra Shiksha, Kendrapara** payable at Kendrapara only within 15 days from issue of the work order. In case of BG, the same shall be as per the **FORMAT-B** & its validity will be at least 30 days from the date of expiry of defect liability period.

10. Post Delivery Inspection (PDI):

The TIA shall do the PDI of the quality of the materials either through technical committee /appropriate authority.

11. Requirement & Delivery Schedule :

The selected manufacturing agency/ supplier shall supply the materials at Block point with CRC- wise, school wise and Class-wise packaging within 15 days from the date of issue of the work order. The school wise packets may be made mentioning the name of the School, total enrolment and number of items in the packets from each item.

The approximate requirements for Teaching Learning Materials such Slate, Pencil box ,Chalk, Pencil, Eraser, Sharpener & crayons for Sishu vatika and pencil box, Ruler, pencil Eraser, Sharpener & Crayons for class-I,II & III students for the year 2025-26 .The above requirement may increase or decrease as per need.

Payment terms:

- (i) **On completion of delivery of materials at Block point the payment shall be made within 30 days after receipt of the required reports / Papers/ documents as under:**
 - a. Challans towards satisfactory completion of supplying of quantity to concerned block point as per supply order.
 - b. Receipt of “receive & stock entry certificate” from concerned BEO.
 - c. On fulfillment of conditions of the agreement.
 - d. Four self-inking carbon copies of the GSTIN invoice as well as bank details for payment purpose.
 - e. Receipt & outcome of Post Delivery Inspection (PDI) Report.

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(ii) Deduction of tax at source shall be made at the appropriate rate as per prevailing law.

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12.

Penalty :

- (a) If the work is delayed for any reason for which the TIA is not responsible. Penalty @ 0.5 % per week or part thereof on the total cost maximum up to 10% of the contract value will be imposed on the firm under orders of appropriate Authority. The TIA reserves the right to forfeit the Performance Security & debar the bidder from participating in any other bid of his/her office. In such cases the TIA may write Govt. for blacklisting the firm.
- (b) If the Post Delivery Inspection of the quality testing report shows negative results, then penalty will be imposed proportionately on the total cost after deduction of tolerance limit prescribed by Govt., if any.
- (c) If the quality of material is found to be dissatisfactory, penalty as suggested by the purchase committee will be imposed.

13. **Amendments to BID terms ,conditions and issue of Corrigendum/addendum:**

- (a) Seven (07) days before the last date of submission of Bids, the TIA may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder/s, modify the Bidding Documents by amendment /corrigendum.
- (b) The amendment in shape of corrigendum/addendum will be notified on the websites www.osepa.odisha.gov.in and www.kendrapara.odisha.gov.in and the prospective bidder/s are requested to take cognizance of such notification/s while submitting their tender proposal.

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(c) In order to allow prospective Bidder/s reasonable time in which to take the amendment into account in preparing their bid, the TIA may, at its discretion, extend the deadline for the submission of bids.

14. One supplier may submit the tender for one item or for all items. The bidders may use separate piece of paper, where the space provided in the formats in this tender document for submission of information, is not sufficient. The information in the separate sheet of paper shall be in prescribed format and its page should be serially numbered and duly authenticated.
15. All the information uploaded & submitted or supplied in the formats of this tender document shall be presumed to be true to the best of the knowledge of the bidder/s.
16. No document as required and mentioned in the Bid shall be submitted in the Technical bid / Financial bid documents unless otherwise specifically mentioned therein. All required documents shall be uploaded with serial number and page mark.
17. The TIA reserves the right to modify any term in the bid document at the time of execution of contract, if felt necessary.
18. The bid validity period is 180 days from the date of opening of the financial bid. Accordingly the bidder shall submit the Bid.
19. The TIA reserves the right to reject any or all the bids without assigning any reason thereof. The TIA also reserves the right to modify any term in the bid document at the time of execution of contract, if felt necessary.
20. **Resolution of Disputes:**
 - (a) Any dispute between the Tender Inviting Authority and the successful bidder/s should be addressed to

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the other party only in writing in their respective letter heads signed only by the designated signatories as in contract agreement. Both the parties shall make every effort to resolve the same amicably by mutual consultations.

- (b) If both the parties fail to resolve their dispute or difference by such mutual consultation within twenty-one days of its occurrence, the same will be referred to by either party for conciliation to the conciliation panel. For that purpose, both the parties, shall nominate each one member, and both the nominated members shall form the Conciliation panel. In case the panel members report failure of conciliation, the matter shall be referred to arbitration, by the Arbitrator, to be nominated by the Collector cum Chairman SS, Kendrapara. The Collector cum Chairman SS shall nominate an Arbitrator, whenever required or when a request is made by the successful bidder/s, after the failure of conciliation, to nominate an Arbitrator. The arbitration proceeding shall be as per the provisions of the Arbitration and Conciliation Act 1996 of India.

21. Applicable Law and Jurisdiction of Courts:

- (a) The Contract shall be governed by and interpreted in accordance with the existing law of India in force.
- (b) All disputes relating to the contract is subject to the pecuniary jurisdiction of the Court at Kendrapara

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Tech-1

COVERING LETTER
(ON BIDDER/S'S LETTER HEAD)

[Location, Date]

To:
The District Project Co-ordinator
SS,Kendrpara

Subject: Supply of Teaching Learning Materials such as Slate, Pencil box ,Chalk, Pencil, Eraser, Sharpener & crayons and pencil box, Ruler, pencil Eraser, Sharpener & Crayons for class-I,II & III students for the year 2025-26.

Madam/Sir,

I/We, the undersigned, request you to participate in the selection process towards supply of Teaching Learning Materials such as Slate, Pencil box ,Chalk, Pencil, Eraser, Sharpener & crayons and pencil box, Ruler, pencil Eraser, Sharpener & Crayons for class-I,II & III students for the year 2025-26 in accordance with your Tender Call Notice No _____ dated _____. I/We are hereby submitting our proposal, which includes Technical Bid and Financial Bid separately..

I/We, hereby declare that all the information and statements made in this Technical BID are true and correct and I accept that any misinterpretation contained in it may lead to disqualification of our Bid. Our Bid will be valid for acceptance up to **180 Days** from the date of opening of the financial BID and I confirm that this proposal will remain binding upon us and may be accepted by you at any time before this expiry date.

I/We, hereby unconditionally undertake to accept all the terms and conditions as stipulated in the BID document. In case any provision of this BID document are found violated, then TIA shall without prejudice to any other right or remedy be at liberty to reject our Bid including legal action as per law.

I/We remain,

Yours faithfully,

Place:
SIGNATORY
Date:

BIDDER/S'S OFFICIAL

Name & Designation with Rubber
Stamp

Bidder/s's Organisation (General Details)

Sl No.	Description	Full Details
1	Name of the Bidder/s	
2	Address for Communication Tel : Fax: Email id :	
3	Name of the authorized person signing & submitting the bid on behalf of the Bidder/s: Mobile No. : Email id :	
4	AdharUdyog Registration Number for supply of TLM items, i.e- pencil, eraser , wax crayon , etc	
5	Registration / Incorporation Details Registration No: Date & Year. :	
6	Local office in Odisha If Yes, Please furnish address and contact details	Yes / No
7	Bid processing fee Details Amount :Rs. _____/-	
8	EMD details	
9	GSTIN (Odisha GST Registration before fill up of Tender)	
10	PAN	
11	Confirm to carry out assignments as per the scope of work of the Bid Document	YES
12	Confirm to accept all the terms and conditions as specified in the Bid Document	YES

Place:

BIDDER/S'S OFFICIAL
SIGNATORY

Date:

Name & Designation with

Rubber Stamp

Tech -3**Check list of documents & Items to be enclosed with
Technical Bid**

Sl. No	Nature and Type of Document/Items	Whether enclosed (with page reference)	
		Yes / No	Page no.
1	Valid AadharUdyog Registration for supply of Teaching Learning Materials , i.e- pencil, eraser , wax crayon , etc		
2	Proof of Office as well as printing setup in the State of Odisha		
3	valid PAN		
4	valid GST Registration Certificate		
5	DD/Banker's cheque amounting to Rs.____/- as bid processing fee		
6	EMD in shape of Demand Draft / Banker,scheque / Bank Guarantee		
7	Turn Over certificate with UDIN for the FY-2021-22, 2022-23 & 2023-24.		
8	Income Tax Return for the Financial Year 2021-22,2022-23 & 2023-24		
9	Duly filled in, signed & sealed Tech-1,Tech-2,Tech-3 & Tech-4 formats.		
10	Sample items duly signed & sealed mentioning the name of the manufacturer with Brand Name .OEM Authorization of Wax Crayon, Pencil, Eraser must have to attached by Bidder.		
11	Duly filled in FIN-1 & FIN-2 Form		

Place:

Date:

BIDDER/S'OFFICIAL SIGNATORY
Name & Designation with Rubber
Stamp/ Official Seal of the Firm.

(In Bidder's letter Head)

[Location, Date]

To:
The District Project Co-ordinator
SS, Kendrapara

Undertaking / Declaration

1. I, _____ Son / Daughter /
Wife _____ of _____ Shri

Proprietor / Director/ Authorized Signatory of the bidder,
mentioned above, am competent to sign this declaration
and execute this bid document;
2. I/we have carefully read and understood all the terms and
conditions of the BID document and undertake to abide by
them.
3. 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 BID at any stage
besides liabilities towards prosecution under appropriate
law.
4. I/we also certify that our firm has not been blacklisted /
debarred / banned by any State Govt. / UT / Central
Govt. /Govt. organization / Govt. Institution / PSU /
Govt. run autonomous body, Society / OSEPA and or
convicted by any court of law due to (a) Service or quality
supplied (b) submission of fake or forged documents (c)
submission of incorrect information/ suppression of vital
information and facts / misrepresentation of quality
certificates (d) non-performance or non-supply (e) any
other reasons.
5. This is also certified that neither my-self nor my
organization will be indulged in any corrupt practices so
far as this bidding is concerned.

Authorized Signatory [In full and initials]

*Name and Designation of Signatory with Date and Seal:
Address of the Bidder*

FIN - 1

COVERING LETTER
(In Bidder's Letter Head)

[Location, Date]

To

**The District Project Co-ordinator,
SS, Kendrapara**

**Subject: --Supply of Teaching Learning Materials for SishuVatika
and Class-I to III for 2025-26**

FINANCIAL PROPOSAL

Madam/Sir

I, the undersigned, offer to **Supply of Teaching Learning Materials** such as Slate, Pencil box, Chalk, Pencil, Eraser, Sharpener & crayons and pencil box, Ruler, pencil Eraser, Sharpener & Crayons for class-I,II & III students for the year 2025-26 in accordance with your Tender Call Notice No. _____, Dated: _____. Our attached Financial Proposal is for the sum of Rs. _____ **[Insert amount(s) in words and figures*]**.

The quoted rate is inclusive of manufacturing, packaging, sorting, transporting and other expenses of Item Class-wise / School-wise / CRC-wise / Block-wise packing and all other charges/levies/duties and delivery of the complete material at block point. I do hereby undertake that, in the event of acceptance of our bid, the supply shall be made in respect to the terms and conditions as stipulated in the BID document.

Our financial proposal shall be binding upon us subject to the modifications resulting from contract negotiations, up to expiration of the validity period of the proposal of <90.> days from the date of opening of the Financial bid. I have carefully read and understood the terms and conditions of the Bid document and do hereby undertake to provide the article accordingly.

I understand that you are not bound to accept any proposal you receive.

I remain,

Yours faithfully,

Authorized Signatory [In full and initials]

Name and Designation of Signatory with Date and Seal:

Address of the Bidder :

- Amount must match with the one indicated in FIN-2

(In Bidder's Letter Head)

**Quoted Price for (SUPPLY OF TEACHING LEARNING MATERIALS
(TLM))
(In Bidder's Letter Head)**

SI No	Item	Approximate Total sets to be supplied	Rate to be quoted per piece including all taxes, material cost, packaging cost-item-wise /Class-wise / School- wise / CRC- wise / Block-wise, all other charges,levies,duties, transportation cost & delivery	Rate to be quoted per piece	GST	Total Cost including all taxes, material cost, packaging cost-item-wise /Class-wise / School- wise / CRC- wise / Block-wise, all other charges,levies,duties, transportation cost & delivery
1	Slate	ShishuVatika	14450	1		
2	Pencil			1		
3	Pencil Box			1		
4	Chalk			1		
5	Eraser			1		
6	Crayon			1		
7	Sharpener			1		
1	Pencil	Grade I, II & III	39000	1		
2	Pencil Box			1		
3	Ruler			1		
4	Eraser			1		
5	Crayon			1		
6	Sharpener			1		

N:B- 1. Rate quoted in words and figure should be same. & Preference will given to Composite items Bidder

2. The per item rate is inclusive of all taxes, material cost, packaging cost-item-wise /Class-wise / School- wise / CRC- wise / Block- wise, all other charges,levies,duties, transportation cost &delivery of the complete material at block point.

3. The quantity of item may be increased or decreased.

Place:

BIDDER'S OFFICIAL SIGNATORY

Date:

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

Bank Guarantee Format for Furnishing EMD

To,

The District project Co ordinator,SS,Kendrapara

WHEREAS

_____ (Name and address of the tenderer) (hereinafter called "the Tenderer") has submitted their offer dated _____ for Supply of Teaching Learning Materials such as Slate, Pencil box ,Chalk, Pencil, Eraser, Sharpener & crayons and pencil box, Ruler, pencil Eraser, Sharpener & Crayons for class-I,II & III students for the year 2025-26 ,against the purchaser's Notice inviting tender No _____ dated _____

KNOW ALL MEAN by these presents that We..... of..... having our registered office at.....(hereinafter called the "Bank") are bound unto the District Project Co-ordinator SamagraShiksha _____ (hereinafter called "purchaser") in the sum of **Rs.** _____/- for which payment will and truly to be made to the said Purchaser, the Bank binds itself, its successors and assigns by these presents. Sealed with the Common Seal of the said Bank this..... day of.....2023

THE CONDITIONS OF THIS OBLIGATION ARE:

1. If the Tenderer withdraws or amends, impairs or derogates from the tender in any respect within the period of validity of this Tender.
2. If the tenderer having been notified of the acceptance of its tender by the Purchaser during the period of its validity :-
 - a) If the tenderer fails to furnish the performance security for the due performance of the contract
 - b) Fails or refuses to accept / execute the Contract.

WE undertake to pay the Purchaser up to the above amount upon receipt of its first written demand, without the Purchaser have to substantiate its demand, provided that, in it's demand the purchaser will note that the amount claimed by it is due to it owing to the occurrence of one or both of the two conditions, specifying the occurred condition or conditions.

This guarantee will remain in force up to _____ and including 45 days after the period of tender validity and any demand in respect thereof should reach the Bank not later than the above date.

Our _____*branch at _____ (name and address of the _____*branch) is liable to pay the guaranteed amount depending on the filing of claim and any part thereof under this bank guarantee only and only if you serve upon us at our _____*branch. A written claim or demand and received by us at our _____* branch on or before dated _____ otherwise bank shall be discharged of all liabilities under this guarantee thereafter.

(Signature of the authorized officer of the Bank)

(Name & designation of the officer)Seal, name, date & address of the bank and address of the branch

***Preferably at district head quarter**

PERFORMANCE BANK GUARANTEE FORMAT

To,
The District project Co ordinator,
SS, Kendrapara

WHEREAS _____ (Name and address of the supplier)
(hereinafter called "the supplier") has undertaken, in pursuance of
contract No _____ dated _____ for Supply of Teaching Learning
Materials such as Drawing book and Wax crayon for class-I-III students
and Geometry box for the students of class IV & V (herein after called
"the contract").

AND WHEREAS it has been stipulated by you in the said contract that
_____ the supplier
shall furnish you with a bank guarantee by a scheduled commercial bank
recognized by you for the sum specified therein as security for compliance
with its obligations in accordance with the contract;

AND WHEREAS we have agreed to give the supplier such a bank
guarantee;

NOW THEREFORE we hereby affirm that we are guarantors and
responsible to you, on behalf of the Consultant, up to a total
of _____ (amount of the guarantee in words and figures),
and we undertake to pay you, upon your first written demand declaring the
consultant to be in default under the contract and without cavil or
argument, any sum or sums within the limits of (amount of guarantee) as
aforesaid, without your needing to prove or to show grounds or reasons for
your demand or the sum specified there in.

We hereby waive the necessity of your demanding the said debt from
the consultant before presenting us with the demand.

We further agree that no change or addition to or other modification of
the terms of the contract to be performed there under or of any of the
contract documents which may be made between you and the consultant
shall in any way release us from any liability under this guarantee and we
hereby waive notice of any such change, addition or modification.

This performance bank guarantee shall be valid until the _____ day of
_____, <Year>

Our branch at * _____ (Name & Address of the Bank) is liable to
pay the guaranteed amount depending on the filing of claim and any part
thereof under this Bank Guarantee only and only if you serve upon us at our
_____ *branch a written claim or demand and received by us at our
_____ *branch on or before Dt. _____ Otherwise bank shall be
discharged of all liabilities under this guarantee thereafter.

.....
.....

(Signature of the authorized officer of
the Bank)
Name and designation of the officer

.....

.....
Seal, name & address of the Bank
& Branch

*Preferably at district head quarter.