

EKLAVYA MODEL RESIDENTIAL SCHOOL
AT-DHAMNAHANDI, PO-KOTPAD, BLOCK-KOTPAD
DIST-KORAPUT-764058 (ODISHA)
TENDER CALL NOTICE

Letter No.115 / Tender File/EMRS /2024

Date: 19/11/2024

Sealed tenders are invited from the registered and reputed firms for supply of the School **Vegetable and fruits, Hair cutting and pressing the clothes of the boarders** to Ekalavya Model Residential School, kotpad, District Koraput, Odisha for the session 2024-25. The tender forms with other Particulars/ list of items must be downloaded from the website www.koraput.odisha.gov.in. Completed quotation forms along with EMD and downloaded tender form cost Rs. 200/- (Two Hundred Only) for each item in the shape of Bank Draft in favour of ORISSA MODEL TRIBAL EDUCATION SOCIETY, E.M.R.S KOTPAD, DHAMANAHANDI, KORAPUT payable at SBI, KOTPAD must be reached by Speed Post / Registered Post/by hand at 5.00 pm On 05/12/2024. (**Bank Draft for EMD and Tender form Cost must be made separately**). School shall not be responsible for any postal delay. The sealed tender documents will be opened in the presence of District Level Committee members and bidders or their authorized representatives in the office of the Principal, EMRS, Kotpad, Koraput at 11.00 am on date 06/12/2024. The Chairman of the school's District Level Committee reserves the right to accept/ reject the quotation in whole or in part without assigning any reason there to. Any dispute in this process would be subject to the Court jurisdiction of the Koraput District Headquarters.


Principal
EMRS, Kotpad, Koraput

Memo No. 116

Date: 19/11/2024

Copy Submitted to Collector-cum-DM-Chairman, GM, DIC-Member, Principal Inv-Member, PA, ITDA, Jeypore-Member, Handloom & Textile officer, Koraput -Member, DWO, koraput-Member for favour of kind information.


Principal
EMRS, Kotpad, Koraput

EKLAVYA MODEL RESIDENTIAL SCHOOL, KOTPAD, KORAPUT

To

M/s _____

Sub: Tender for the supply of _____.

- 1) Sealed tender for the supply of the articles down in the attached statement are invited by the undersigned on behalf of EMRS, Kotpad at 5.00 pm up to Dated 05/12/2024. The tender should be sent under sealed cover marked as "TENDER FOR THE SUPPLY OF _____" and not by the name, The tenders will be opened in the Office of the Principal, EMRS, Kotpad, Koraput at 11.00 am on dated 06/12/2024 .
- 2) The tender should be submitted according to the terms and conditions specified in paragraphs 3 to 24 unless specified in otherwise in the tender, It shall be construed that the terms and conditions stipulated hereunder have been agreed to.
- 3) The rate should be F.O.R to school and should include excise duty, sales tax and any other taxes or imposition whatever liable in respect of the suppliers. The school shall not pay freight etc. The articles should be supplied to the school store.
- 4) The tenderers should quote the price in amount not in percentage (%). There should not be any over-writing, corrections in the quotation. 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 full signature and date, In the absence of the attested signature the tender is liable to be rejected.
- 5) The undersigned does not bind himself to accept the lowest tender and reserve the right to accept the tender in whole or part i.e with respect to all the articles mentioned in the attached statement or in respect of any one or more than one articles specified in the attached statement as he/she may decide .
- 6) The tenderer should submit his /her tender form along with **Earnest money amounting as fixed and detailed here with** in the form of Bank Draft in favour of ODISHA MODEL TRIBAL EDUCATION SOCIETY, E.M.R. SCHOOL, KOTPAD, DHAMANAHANDI, KORAPUT Payable at SBI, Kotpad. The earnest money will be forfeited in the event of failure to comply with the contract. If the contractor fails to supply the articles within the time stipulated in the guideline and the letter of acceptance / supply order issued by the undersigned, the undersigned shall be at liberty to purchase the articles from the market or get the rest of the contract completed by any other person or firm and the difference of price , if any , shall be deducted from the earnest money and in case any amount in excess of the security deposit is paid by the undersigned the contractor shall be liable to pay this amount .
- 7) The Brand /Make other than the specification given in the tender schedule will not be accepted.
- 8) The rate quoted by the contractor shall hold good till the approval of next tender. 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 mention in the bill.
- 9) In the event of acceptance of the quotation and placing of the order for purchase, the articles ordered for would be subjected to an inspection by the undersigned or his representative 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) The amount of EMD money shall be retained by the school for a period of six months from the date of completion of supplies as a safeguard against any defect appearing in the articles supplied within the period.

11) The Tenderers are requested to submit the samples at the time of submission of tender in a sealed packet. Loose articles minimum 200gms should be submitted in a transparent jar. Packet items and pieces should be submitted one in number invariably printed label of the firm.

12) Payment will be made only after verification of the supplied articles by the quality checking committee/undersigned and entry in the stock register and scrutiny of bills after full supply as per the order placed with party.

13) Quality should be invariably maintained throughout the year /period of agreement as per the sample and specification. Materials cannot be accepted if the item is found substandard or different from the sample and specification. Articles maybe sent for the laboratory testing if required; the articles must be fresh and good in quality.

14) The rate should be quoted in terms of metric weight measure i.e. quintal /Kg as the case may be.

15) 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.

16) No interest will be paid by the undersigned for the EMD money kept in this School.

17) Payment will be made in shape of A/C payee cheque only. If payment will be made in shape of Demand Draft, the Bank charges will be borne by the tenderer.

18) In case the date and time of opening of the tender is changed, the same will be displayed on the notice board of the school.

19) Only one rate should be quoted for each item, more than one rate for each item shall be rejected.

20) At the time of supply/distribution of materials the concerned class teacher, Catering assistant, School level committee members must to be present with the bidders.

21) The tenderer must write the detail postal address, E-mail ID 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) Tenderers applying for vehicle hiring must have his/ her Driving License & Fitness Certificate and valid Insurance of vehicle.

24) The sealed tenders should invariably contain

I. Up to date GST Clearance Certificate.

II. Copy of PAN.

III.

IV. In case of Authorized dealers, the Authorization Certificate issued by the Manufacturer /company.

V. Signature of the tenderer in all pages with date.

VI. These instruction to tenderers are to be signed by the tenderers and return in original with the tender with all enclosures.

VII. Bank Draft for cost of tender form.

VIII. EMD in the shape of Bank Draft.

Place: Kotpad, Koraput

Principal
EMRS, Kotpad, Koraput
19/11/24

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 and fruits	1Day	Rs.2500.00
2	Hair cutting	-	-
3	Pressing of clothes	-	-

(Registration of firm, GST clearance and copy of PAN is mandatory except Sl. No 2, 3)

We M/s _____ agreed to accept the terms and conditions specified in above para 03 to 24 and also enclose the rate of the items as per list and specifications given by the Principal EMRS, Kotpad, Koraput.

Witness (Signature, Name & Address) _____

Full Signature of the

- 1.
- 2.

Proprietor with Seal of the Firm.
Name of the Proprietor & Address of the Firm
Telephone Number / Mobile Number: _____
E-mail ID: _____

Tender for supply of **Vegetables** for the Financial year -2024-25

1.Name & Address of the party /Firm: _____.

2.Earnest Money Deposited Rs. _____ Vide Bank Draft No. _____ Dt. _____.

3.Tender form cost Rs. _____ Vide Bank Draft No. _____ Dt. _____.

4.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.

PARTICULARS OF THE ITEMS

Sl No.	Name of the Item	Unit	Rate quoted with transport from November 2024 to February 2025	Rate quoted (Rs) with transport from March 2025 to June 2025	Rate quoted (Rs) with transport from July 2025 to September 2025
1	Potato Big size(Good quality)	Per			
2	Kahmba Aloo (Desi Aloo)	Per Kg			
3	Onion (Good quality)	Per			
4	Garlic (Good quality)	Per Kg			
5	Ginger (Good quality)	Per Kg			
6	Brinjal	Per Kg			
7	Pumkin	Per Kg			
8	Water guard (Louki)	Per Kg			
9	Beans	Per Kg			
10	Carrot	Per Kg			
11	Beet Root	Per Kg			
12	Cabbage(Bandha kobi)	Per Kg			
13	Cauliflower (Fula kobi)	Per Kg			
14	Tomato	Per Kg			
15	Drum stick (Muniga)	Per Kg			
16	Green Papaya	Per Kg			
17	Jhudanga	Per Kg			
18	Green Leafy. Veg(Bhaji sag)	Per Kg			
19	Green Chilly	Per Kg			
20	Ridge guard(Janghi)	Per Kg			
21	Arum (Saru)	Per Kg			
22	Shimla Mirchi (Capsicum)	Per Kg			
23	Parwal (Potala)	Per Kg			
24	Kunduri	Per Kg			
25	Ladies Finger (Bhendi)	Per Kg			
26	Bitter Guard (Kerala)	Per Kg			
27	Green Banana	Per Kg			
28	Kankad	Per Kg			
29	Cucumber (Kakudi)	Per Kg			
30	Raddish (Muli)with out leaves	Per Kg			
31	Coconut (Big Size)	Per Pc			
32	Dhania Patta	Per Kg			
33	Green Chilli	Per Kg			
34	Snake gourd (Chachindra)	Per Kg			

35	Curd	Per Kg			
36	Coarinder leaf (Dhania patta)	Per			
37	Joint Cabbage (with out leaves)	Per Kg			
38	Green Jack fruit	Per Kg			
39	Runner bean (Aladi)	Per Kg			
40	Ripe Banana (Bigsize)Good Quality	Per pc			
41	Simba	Per kg			
42	Frozen matter	Per kg			
43	Apple	Per kg			
44	Banana	Per			
45	Orange	Per kg			
46	Pineapple	Per kg			
47	Grapes	Per kg			
48	Guava	Per kg			

Signature of Supplier
Address & Phone No

Date :-

Place:-

EKLAVYA MODEL RESIDENTIAL SCHOOL, KOTPAD, KORAPUT

Tender for Hair cutting for the Financial year -2024-25

1. Name & Address of the party /Firm: _____.

2. Earnest Money Deposited Rs. _____ Vide Bank Draft No. _____ Dt. _____.

3. Note:- We also demand quotation through the tender with quoted rate for hair cutting of the boarders, so that they always appear with presentable look during the academic hours. The barber should visit the institution twice in a week particularly Sunday and any other day for the said purpose.

Sl. No.	Name of the service	Rate quoted Per Student(Rs.)	Remark if any
1	Hair cutting of boys		
2	Hair cutting of girls		

Place :

Dt.

Signature & Seal of the Bidder:

EKLAVYA MODEL RESIDENTIAL SCHOOL, KOTPAD, KORAPUT

Tender for Pressing of clothes for the Financial year -2024-25

1. Name & Address of the party /Firm: _____

2. Earnest Money Deposited Rs. _____ Vide Bank Draft No. _____ Dt. _____

3. Note:- We also demand quotation through the tender with quoted rate for pressing of clothes of the boarders, so that they always appear with presentable look during the academic hours. The concerned person for the said purpose should visit the institution once in a week for collecting clothes from the boarders.

Sl. No.	Name of the service	Rate quoted Per Set(Rs.)	Remark if any
1	Pressing of shirt and pant one set		
2	Pressing of salwar and kurti one set		

Place :
Dt.

Signature & Seal of the Bidder: