



OFFICE OF THE MUNICIPAL COUNCIL, CHOUDWAR

CUTTACK (ODISHA) PIN - 754071

Phone No- 0671-2394272(O) Fax No - 0671-2394272

Letter No. 441

Date 20/03/2025

TENDER CALL NOTICE

Sealed tender, in conformity with detailed tender call notice in two bid systems, are invited from intending farms/ manufacturers having DIC Registration Certificate/ suppliers/ Authorized Distributor/dealers having eligibility criteria as mentioned in the tender to supply the sanitation materials as per specification details mention in tender scheduled, so as reach before the Executive Officer, Choudwar Municipality through registered post/ speed post/ Courier Service/ by hand in drop box up to **01:00 PM** on Dt. **04.04.2025**. Tender documents are to be obtained from Choudwar Municipality on deposit of non-refundable cost of tender document of **Rs. 5,000/- (Rupees Five Thousand) only** from Dt. **21.03.2025** to Dt. **29.03.2025** during office hours. The tenderers are also required to deposit EMD of **Rs. 20,000/- (Rupees Twenty Thousand) only** in the shape of Demand Draft in favour of the Executive Officer, Choudwar Municipality along with the tender. The tender document can also be seen and downloaded from the website www.choudwarmunicipality.in. The technical bid will be opened at 03:00 PM on Dt. **04.04.2025** in the presence of the tenderers or their authorized representatives. Choudwar Municipality will not be responsible for any delay in receipt of tender documents. Tenderers qualified in the technical papers will be allowed to open their financial bid cover at **04:00 PM** on Dt. **04.04.2025** in the presence of tenderers. The undersigned reserves the right to cancel the tender at any time without assigning any reason thereof.

The tenderer who obtains the tender documents from the website needs to submit the paper cost @ **Rs. 5,000/- (Rupees Five Thousand) only** (Non-refundable) in the shape of Demand draft in favour of the Executive Officer, Choudwar Municipality along with tender documents.

Memo No. 442 ⁽³⁾ / Date: 20/03/2025

Executive Officer
Choudwar Municipality

Copy to Cashier for information/ Notice Board/DEO for publication in Choudwar Municipality Website and Notice board for wide publication.

Executive Officer
Choudwar Municipality



Memo No. 44631 / Date: 20/03/2025

Copy submitted to the Collector & DM, Cuttack/ PD-DRDA cum DUDA, Cuttack/ Sub-Collector, Sadar, Cuttack, for Information. It is requested to display the Tender call notice in their office notice board for wide publication.

Executive Officer
Choudwar Municipality

Memo No. 444 / Date: 20/03/2025

Copy submitted to the Deputy Secretary to Govt. Information and Public Relation Deptt. Govt. of Odisha, Bhubaneswar for favour of kind information with a request of one-time publication in Two Daily Odia News Paper within a minimum space at the I & P.R. rate on or before 21.03.2025 for the information of the general public.

Executive Officer
Choudwar Municipality

CHOUDWAR MUNICIPALITY



TENDER PAPER FOR PROCUREMENT OF SANITATION MATERIALS

OFFICE OF THE MUNICIPALCOUNCIL,CHOUDWAR,ODISHA.

CHOUDWAR MUNICIPALITY

PART – I **TECHNICAL BID DOCUMENT** (To be enveloped in separate sealed cover)

(Technical bid should contain all relevant documents/ paper of tender including the cost of TP, EMD, PAN Card, GST Registration Certificate/ GST Clearance Certificate (Return copy of last three months)/ Licence/ Authorized Distributor. Dealership Certificate etc.)

NAME OF WORK: Supply of Sanitation Materials as specified in the tender.

EMD Issued against in shape of Demand Draft. No. _____ / Dt. _____

Paper Cost Issued against Demand Draft/MR. No. _____ / Dt. _____

GENERAL INFORMATION

1) Name of firms /Manufactures/ Suppliers-

2) GST No-

3) PAN No-

4) Registration Certificate-

5) Paper Cost DD/MR No-

6) EMD DD No-

7) Contact number of the Service provider (Quotationer):

Mobile No. _____

Mail ID. _____

Certified that the information submitted above is true to the best of my knowledge and belief.

Seal & Signature of the Quotationer

NB-Copy of above documents should attach at the time of submission

SUBMISSION AND OPENING OF TENDER

The tender shall be prepared and submitted separately in sealed envelopes in two parts viz-Part-I & Part-II clearly indicating on the covers Part-I (Technical bid should contain all relevant documents/ paper of tender including the cost of TP, EMD, PAN Card, GST Registration Certificate/ GST Clearance Certificate (Return copy of last three months)/ Licence/ Authorized Distributor Dealership Certificate etc.) & Part-II (Financial Bid). The cover shall be super scribed "Tender for the Work-Procurement of Sanitation Materials" addressed to the Executive Officer, Choudwar Municipality. The envelope containing the technical bid and financial bid should also super scribed accordingly. The full name of the postal address, e-mail address and telephone number/ Cell number of the tenderer shall be written on the sealed envelope. The financial bid of those will be opened who will qualify in the technical bid. If the last date of receipt and date of opening happens to be govt. holiday, then the next working day will be treated as the last date of receipt and date of opening at the same time.

Signature of the bidder with seal

Date.


Executive Officer
Choudwar Municipality

ELIGIBILITY CRITERIA & GENERAL INSTRUCTIONS TO TENDER

The technical bid shall be accompanied with self-attested photocopies of the following requisite document mailing which, the bid shall be rejected out rightly.

1. Valid Regn. Certificate/ Dealer, Authorization Certificate/ Manufacturing License etc. as applicable should be enclosed (as specified in the tender scheduled).
2. GST Registration Certificate
3. PAN Card
4. GST Clearance Certificate (GSTR-3B last three months)
5. Income tax clearance certificate for the assessment year – 2021-22, 2022-23 & 2023-24.
6. The quotationer should quote the rate including all taxes and transportation charges.
7. The quotationer has to deliver the materials in good quality to the Choudwar Municipality
8. The quoted rate would stand valid for one calendar year and in this period no enhancement would be allowed.
9. The cost of tender paper @ Rs. 5,000/- (Rupees Five Thousand) only per set which is non-refundable, the paper cost clearly indicated in separate cover "**Cost of Tender paper for Procurement of Sanitation Materials**"
10. EMD sum of Rs. 20,000/- (Rupees Twenty Thousand) only in the shape of Demand draft in favour of Executive Officer, Choudwar Municipality should be attached along with the quotation paper.
11. The authorities have reserved the right to accept or reject all quotations received without assigning any reason thereof.

Signature of the bidder with seal

Date.


Executive Officer
Choudwar Municipality

GENERAL CONDITION

1. The bidders are expected to examine all the instructions, terms and conditions in the bid document. Failure to furnish all information as per the bid documents and submission of bids not substantially responsive to the bid document in every respect will be at bidders' risk and shall result in the rejection of the bid.
2. The bid is meant for the supply of sanitary materials as specified in the tender Choudwar Municipality shall have the right to float any comprehensive bid during the contract period and no party will have the right to challenge it.
3. Choudwar Municipality shall have the right to terminate the contract on the ground of supply of poor-quality materials.
4. Conditional and incomplete bid is liable for rejection.
5. Bids containing overwriting/ additions/ alterations/ erasers/ obliteration and other discrepancies should be properly attested by them.
6. Letter of authorization for representing the Reg. Firm etc. and to sign the bid document should be enclosed along with the bid document.
7. The bidder shall sign every page of the tender document and submit all of them.
8. The bidder should quote both in figures and words. Where ever, if there is deference between the rate quoted in figures and words, the rate quoted in words will be taken as correct.
9. All the documents furnished by the bidder are subject to verification from issuing authority. In case any manipulation is found, the EMD will be forfeited and steps shall be taken for black listing the bidder.

Signature of the bidder with seal

Date-


Executive Officer
Choudwar Municipality

CHOUDWAR MUNICIPALITY

TENDER PAPER PART – II (FINANCIAL BID)

FOR
PROCUREMENT OF SANITATION
MATERIALS

FINANCIAL BID FORM**(No documents should be enclosed in this bid form)**

Sl. No.	Name of the Materials	Unit	Rate Without GST (in Rs)	GST %	Total Rate with GST in Rs.	Total Rate with GST (In words)
1	Phenyl White	50 Ltr. per Drum				
2	Lime powder (25 Kg.)	Per Bag				
3	Hand Gloves	Per Pair.				
4	Mask	Per Each				
5	Bleaching Powder Gr-1 (25 Kg.)	Per Bag				
6	Uniform Jacket (Fluorescent)	Per Pc.				
7	Phenyl - Black	50 Ltr. per Drum				
8	Floor Wiper (20 inch)	Per Pc.				
9	Gum Boot/ Shoes	Per Pair.				
10	Bush/Grass Cutter Machine and Blade	Per Pc.				
11	Tarpaulin (18 x 12)	Per Pc.				
12	Twin Bin (Blue & Green) with fixing	Per Pair				
13	Wheel Barrow (1 Cft. Capacity GI Bucket)	Per Each				
14	Kanta Phawrah	Per Pc.				
15	Phawrah	Per Pc.				
16	TATA Belcha	Per Pc.				
17	Drum 120 Ltr	Per Pc.				
18	Hand Wash	Per 1Ltr.				
19	Push Cart (6.4 Cft. Capacity GI Bucket)	Per Each				
20	TATA Danti	Per Pc.				
21	TATA Kodi	Per Pc.				
22	Garden Pipe 1"	Per 30 Meter				
23	Bucket 40ltr	Per Pc.				
24	Mug	Per Pc.				
25	MO Khata Bag with Print (5 KG)	Per 100 pcs				
26	Khanda	Per Pc				
27	Mop	Per Pc				
28	Dry Broom with Handle	Per Pc				
29	Wet Broom	Per Pc				
30	Floor Acid	Per 1 Ltr				
31	Toilet Cleaner	Per 1 Ltr				
32	Toilet cleaning Brush	Per Pc.				
33	Curved Saw	Per Pc.				

Signature of the bidder with seal
Date-

Executive Officer
Choudwar Municipality

