

**INVITATION OF OFFER
FOR
"Manufacturing & Supply of
IAY-BPGY, PMAY (G)-BPGY, BPGY & NSPGY Logo Tiles having
(15 X 15) Inch size & 6 mm thick as per approved design and drawing
Under Rural Housing Scheme"**

DISTRICT RURAL DEVELOPMENT AGENCY

RAYAGADA

ODISHA

DISTRICT RURAL DEVELOPMENT AGENCY, RAYAGADA

DISTRICT RURAL DEVELOPMENT AGENCY, RAYAGADA

NOTICE INVITING QUOTATION

Letter No: 487 /2021

Date: 18.02.21

Sealed quotations in single cover system are invited in the prescribed format from the intending reputed eligible registered Firms/ Manufacturers/ Suppliers/ Proprietors/ Agencies for supply of Logo (Tiles) having valid documents like registration certificate, GSTIN, PAN, 3 years Annual Turnover, Work Experience Certificate etc. for the following items. The offers are liable for rejection if found incomplete in any respect.

| Sl. No. | Description of items | EMD | Time of Completion |
|---------|---|--------------|--------------------|
| 1 | Manufacturing & Supply of Logo Tiles having (15 X 15) Inch size & 6 mm thick as per printed logo in multi colour as prescribed by Govt. (approved design, drawing and specification under Rural Housing Scheme) and delivery at all 11 Block Headquarters of Rayagada District including cost of carriage and all taxes etc. A. PMAY(G)-BPGY, B.IAY-BPGY C:BPGY D: NSPGY | Rs. 50,000/- | 1 Calendar month |

The tender/bid documents completed in all respect will be received from 18-02-2021 to 04-03-2021 latest by 5.00PM during office hour in DRDA, Rayagada through **registered post/speed post** only and will be opened on 05-03-2021 at 11 AM by the purchase committee in the presence of bidders or their authorized representatives in the Conference hall of DRDA, Rayagada.

The request for offer/ bid document including price bid, detailed specification, approved drawing and design for IAY-BPGY, PMAY (G)-BPGY, BPGY & NSPGY Logo can be had from DRDA, RH Section or can be viewed/ downloaded from the district website i.e. www.rayagada.nic.in from 18.02.2021 to 04.02.2021. The bid must be accompanied with Non-Refundable Demand Draft of Rs. 5000/- (Rupees Five Thousand) only in favour of **Project Director, DRDA, Rayagada payable at Rayagada** from any scheduled commercial bank towards bid cost. The cost of EMD of Rs. 50,000/- (Rupees Fifty thousand) duly pledged in favour of Project Director, DRDA, Rayagada in shape of DD/TDR failing which the bid shall not be considered.

The authority reserves the right to accept/reject any or all the quotations without assigning any reason thereof.


Collector-cum-Chairman,
DRDA, Rayagada

Memo No. 488 /2021

Date: 18/02 /2021

Copy to the DI & PRO, Rayagada for information & necessary action.


Project Director,
DRDA, Rayagada

Memo No. 489 /2021

Date: 18/02 /2021

Copy to the DIO, NIC Rayagada to web host the tender call notice for wide publication.


Project Director,

Memo No. 490 /2021

Date: 18/02 /2021

Copy to office Notice Boards of ZillaParishad/ Collectorate Office/ DRDA/Sub-Collector Offices/ All Block Offices/ All Tahasil Offices for wide circulation.


**Project Director,
DRDA, Rayagada**

Memo No. 491 /2021

Date: 18/02 /2021

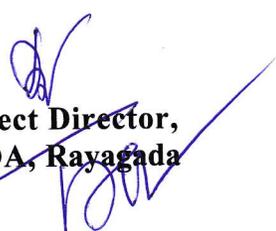
Copy to members of Tender Committee for information. They are requested to attend the opening of tender at scheduled date & time.


**Project Director,
DRDA, Rayagada**

Memo No. 492 /2021

Date: 18/02 /2021

Copy submitted to the Director (Special Projects), PR & DW Department, Govt. of Odisha, Bhubaneswar for kind information.


**Project Director,
DRDA, Rayagada**

Scope of the Work

Manufacturing & Supply of IAY-BPGY, PMAY(G)-BPGY , BPGY& NSPGY Logo made out of Tiles having (15 X 15) Inch size & 6 mm thick as per approved design, drawing and specification under Rural Housing Scheme and delivery at all **11 Block Headquarters of Rayagada District** including cost of carriage and all taxes etc.

Eligibility Criteria/Documents to be attached:

1. All manufacturers/ firms/Agencies/SSI Unit/ MSME / Supplier registered under OSIC or NSIC etc.having valid registration certificate, GSTIN, PAN, 3 years Annual Turnover, Work Experience Certificate etc. can be eligible.
2. The firm must have valid GST Certificate of GS Tin and to submit copy of up to date return filing.
3. The firm must have valid income tax PAN and service tax registration certificate & to submit copy of last 03 years IT acknowledgement.
4. The firm must have a **minimum average annual turnover of Rs.50.00 lakh over last three years** in the business (2017-18, 2018-19 & 2019-20).
(Pl. attach copy of audited balance sheet for 2017-18, 2018-19 & 2019-20 clearly indicating the turn over)
5. The product must confirm to minimum technical requirements / standards as per sample copy provided.
6. The annual turnover and work experience shall be relaxed for startups/MSMEs.
7. In case where the manufacture has submitted the bid,the bids of authorized dealer will not be considered.
8. The bidder shall not participate in more than one bid for a particular work.
9. In case of a bidders having more than one independently manufacturing unit one unit can participate in the bidding process.
10. The bidders must be a reputed manufacturers/ firms/Agencies/Registered Supplier.
11. The bidder must have similar type of work experience in any Govt. sector/PSUs & work order copy shall be submitted.
12. The selected bidder has to supply the items within 15 days from the date of issuance of work order.

Instructions to Bidders:

1. Interested bidders are advised to view the detailed Bid documents at www.rayagada.nic.in.
2. Bidders desirous of participating in the tender shall have to pay the tender costs mentioned in the notice inviting quotation. The tender cost is required to be paid in shape of Demand Draft only drawn from any bank in favour of Project Director, DRDA, Rayagada and is not refundable.
3. Earnest money (EMD) worth of Rs. 50,000/- (Rupees Fifty thousand) only shall be deposited in shape of DD/ TDR etc. from any Scheduled Commercial Bank duly pledged in favour of Project Director, DRDA, Rayagada.
4. Bid securities (EMD) of the unsuccessful bidders shall be returned to them one week after finalization of bid.
5. For successful bidder, the EMD will be returned upon submission of Performance Security in the form of Bank Guarantee/TDR duly pledged in favour of Project Director, DRDA, Rayagada for a value equal to 3% of the total contract value.
6. The bidders shall submit copies of documents defining their respective constitutional or legal status, place of registration and principle place of Business Company or Firm or partnership.
7. The Bidders shall submit report on their financial standing such as audited profit and loss statements, balance sheet, Auditors reports and banker's certificates for the past three years. All accounting statements must be duly audited and submitted along with the auditors note accounts and accounting standards.
8. The bidders shall have to indicate their capacity to manufacture.
9. Certificate to the effect that the products to be supplied are indigenous & not fully imported.
10. Since timely execution of works is the essence of the contract, requests for extension of time shall not ordinarily be entertained.

12. Bidders may in their own interest visit the sites before submitting bid/quotation.
13. All taxes applicable at the time of supply will be admissible.
14. The payment will be made after successful delivery of the material in good condition at the delivery point & due certification of the concerned BDO.
15. T.D.S shall be deducted by the D.D.O, as per rate applicable, from the Bill of the Firm / Authorized Dealer/ Supplier.
16. In case of supply of any defective materials or substandard material, the materials will be rejected & it will be the responsibility of the supplier for taking back & replacing the rejected materials at their own cost. In case of non-lifting of such rejected materials within a reasonable time offered by the office, it shall be the right of the buyer to suitably dispose of the same and forfeit the amount.
17. DRDA, Rayagada will not be responsible for any incidental or consequential losses of the firms while in execution and till expiry of the period of supply.
18. Deviations in terms and conditions, specification of material will not be accepted under any condition.
19. Prices quoted must be firm and fixed. It shall be quoted in both figure and word. No price variation/escalation shall be allowed.
20. Conditional quotation shall not be accepted. Therefore, it is in the interest of the bidders not to write anything extra in the Price Bid except price.
21. Canvassing in any manner shall not be entertained and will be viewed seriously leading to rejection of the bid.
22. If a special situation arises, where the L1 bidder is not in a position to supply the full quantity required, the remaining quantity, as far as possible may be awarded to the L2 bidder at the approved rate of the L1 bidder after obtaining specific approval from the competent authority.
23. The authority reserves the right to split the quantities and to award the said work to more than one bidder at the approved rate.
24. The bidders shall exhibit the sample of the items on the day of opening of Bid/quotation.
25. The bid shall be rejected if the bidder fails to produce the sample.
26. The bidders registered under NSIC, OSIC, MSME/SSI are entitled for price preference as admissible provided the offers under consideration are otherwise clear for acceptance in all respect.
27. The bidder is not entitled to withdraw his offer after opening of Bid/quotation.
28. All subsequent addendum/corrigendum to the tender shall be hoisted in district official website www.rayagada.nic.in.
29. The supplier should submit the Bank account details for transfer of funds.
30. Exemption towards cost of tender paper & EMD cost as admissible will be given on production of required documents.

Submission of Bid/Quotation/Evaluation:

1. The bids must be submitted in single cover system super scribed with the name of work submitted through registered/ speed post duly filed up & signing all pages.
2. The bidder must ensure that the bids are received within the specified place, date and time as indicated in the Quotation notice.
3. The bidders are required to provide their Contact Number.
4. Bidders shall not be permitted to alter or modify their bid after expiry of deadline for receipt of bid/quotation.
5. All the bid documents shall be self attested in all pages failing which the bid will be rejected.
6. The bids received after the scheduled date of time will not be entertained and non acceptable.
7. The purchaser will examine, evaluate and compare the quotations received from the responsive Bidders and select the L₁ bidder taking in to consideration the lowest price quoted for all items taken together.
8. If a special situation arises, where the L1 bidder is not in a position to supply the full quantity required, the remaining quantity, as far as possible may be awarded to the L2 bidder at the approved rate of the L1 bidder after obtaining specific approval from the competent authority.
9. Only when the technical bid of the bidder is accepted, then only his/her financial bid will be opened.

Late Bids:

1. The bidders shall not be permitted to submit the bid by any other mode not mentioned in the bid document. In such case, even if the bidder has submitted the specific document in hard copy in original within the stipulated date line, the bid shall be considered as late bid and not acceptable.
2. The bids receipt beyond the prescribed date and time shall not be entertained.

Procedure for opening the Bids:

1. The technical bid and financial bid shall be opened at the time & date mentioned in the bid documents in presence of bidders or their authorized representative who wish to present.
2. If due to any reason the opening date is declared as a holiday the bid will be opened on the next working day at the same time & same venue.

Advance of Supplier:

1. No advance shall be made to the supplier.
2. The payment shall be made on satisfactory completion of distribution/supply of materials.

Acceptance of the Bid Document:

When the person to whom the proposal is made it implies his assent there to, the proposal is said to be accepted provided it shall be a responsive bid. A proposal when accepted becomes a promise.

Cancellation/Rejection of the Bid Documents

The bids shall be cancelled or rejected on the following grounds:

- a) Special conditions which are not in the tender notice and which are unacceptable.
- b) Indefinite conditions which will make difficult to access the financial implications.
- c) Tenders being incomplete in some important respect.
- d) Failure to specify the time within which the work can be completed.
- e) Failure to deposit the specified amount of earnest money.
- f) Irrational rate in different items of a tender.

Specification of the IAY-BPGY, PMAY(G)-BPGY, BPGY & NSPGY Logo tiles (15 X 15 inch with 6 mm thick)

| Type of Materials | Design Type | Specification | Requirement in Nos. |
|---|--|-----------------------------|---|
| Tiles with printed, IAY-BPGY, PMAY(G)-BPGY LOGO | Tiles-IAY-BPGY, PMAY(G)-Biju Pucca Ghar Yojana LOGO as specified in the soft copy attached | 15 X15 inch with 6 mm thick | 30,000 (The quantity may increase or decrease marginally as per requirement of the office) |
| Tiles with printed BPGY LOGO | Tiles-Biju Pucca Ghar Yojana LOGO as specified in the soft copy attached | 15 X15 inch with 6 mm thick | 3000 (The quantity may increase or decrease marginally as per requirement of the office) |
| Tiles with printed NSPGY LOGO | Tiles-NSPGY LOGO as specified in the soft copy attached | 15 X15 inch with 6 mm thick | 94 (The quantity may increase or decrease marginally as per requirement of the office) |

Technical Submission Checklist

The Checklist to be provided as first page of the Technical Bid:

| S. No. | Documents | Attached (Yes/No) |
|--------|---|-------------------|
| 1. | Firm/Agency Registration Details | |
| 2. | Income Tax Return acknowledgement of last 03 years. | |
| 3. | PAN Card | |
| 4. | GST Registration Certificate | |
| 5. | Proof of Experience/ Contracts | |
| 6. | Turnover of the Bidder | |
| 7. | Earnest Money Deposit | |
| 8. | Declaration Certificate not been previously black listed. | |

Payment

Payment shall be made on satisfactory completion of the work.

Bid Price Condition:

- a) The total price shall be inclusive of all taxes, transportation and other expenses.
- b) The Rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.


Project Director,
DRDA, Rayagada

DETAILS OF TENDER PAPER FOR SUPPLY OF IAY-BPGY, PMAY(G)-BPGY, BPGY & NSPGY Logo tiles (15 X 15 inch with 6 mm thickness) under PMAY(G),BPGY & NSPGY Scheme.

A. **COST OF TENDER PAPER:** Rs. 5,000/- (Rupees Five thousand only) Non-refundable by way of Demand Draft.

B. **AVAILABILITY OF TENDER PAPER:** www.rayagada.nic.in

C. **INSTRUMENT OF PURCHASE OF TENDER PAPER:**

Demand Draft no.....Dated...../...../2021 (if the tender paper downloaded from the District website, DD issued by any bank in favour of Project Director, DRDA, Rayagada, to be attached with tender paper.

To be filled in by the bidder.

(Only in case of tender paper downloaded from website.)

Bidder Name and Address:

.....
.....
.....

Signature of the bidder

D. **E.M.D (Refundable): Rs. 50,000/- (Rupees Fifty thousand) only in shape of Demand Draft/TDR in favour of "Project Director, DRDA, Rayagada.**

Demand Draft no.....Dated...../...../2021

E. **LAST DATE & TIME FOR RECEIPT OF TENDER:** _____ latest by 5.00PM

F. **DATE & TIME OF OPENING OF TENDER:** Technical Bid will be opened _____ at _____.

Only when the technical bid of the bidder is accepted, then only his/her financial bid will be opened.

Financial Bid will be opened on same day i.e., _____ at _____ at DRDA Conference Hall, Rayagada.

G. **ADDRESS FOR SUBMISSION OF TENDER PAPER BY Regd./Speed Post only:**

Office of the Project Director, DRDA, Rayagada-765001

Quotation for Supply of IAY-BPGY, PMAY(G)-BPGY , BPGY & NSPGY Logo tiles (15 X 15 inch with 6 mm thickness) under PMAY(G)- BijuPuccaGharYojana

To

**The Project Director,
DRDA, Rayagada**

Sir,

I / We do hereby submit item wise quotation below for Supply of IAY-BPGY, PMAY (G)-BPGY, BPGY & NSPGY Logo tiles (15 X 15 inch with 6 mm thickness-Ceramic) under IAY, PMAY (G), Biju Pucca Ghar Yojana, Nirman Shramik Pucca GharYojana in Rayagada District.

Price bid amount

| SI No | ITEM | DESIGN TYPE | SPECIFICATION | Price per unit including GST, Transportation cost & other expenses at Block Head Quarters of Rayagada District (Both in figure & Word). |
|-------|--------------------------------------|--|---|---|
| 1 | 2 | 3 | 4 | 5 |
| 1 | Tiles printed with IAY-BPGY LOGO | Good quality Tile of (15 x 15 ") with 6 mm thickness and printed logo in multi colour as prescribed by Govt. | 15 X 15 Inch size &6 mm thick (CERAMIC) | |
| 2 | Tiles printed with PMAY(G)-BPGY LOGO | Good quality Tile of (15 x 15 ") with 6 mm thickness and printed logo in multi colour as prescribed by Govt. | 15 X 15 Inch size &6 mm thick (CERAMIC) | |
| 3 | Tiles printed with BPGY LOGO | Good quality Tile of (15 x 15 ") with 6 mm thickness and printed logo in multi colour as prescribed by Govt | 15 X 15 Inch size &6 mm thick (CERAMIC) | |
| 4 | Tiles printed with NSPGYLOGO | Good quality Tile of (15 x 15 ") with 6 mm thickness and printed logo in multi colour as prescribed by Govt | 15 X 15 Inch size &6 mm thick (CERAMIC) | |

Place:

Date:

Signature with Seal of the Bidder

DECLARATION BY THE BIDDER

I/We, hereby declare that all the statement(s) made in this application are true, complete and correct to the best of my/ our knowledge and belief. I understand that in the event of any information being found false or incorrect or any other figure inflated or misleading at any stage or I am/ we are not satisfying the eligibility criteria prescribed in the relative advertisement of my tender is liable to be cancelled. I am/ we are willing to abide by the terms and conditions laid by Project Director, DRDA, Rayagada. In case of any lapse on my/our part which may affect the performance of the job or the quality of the work is found substandard or the service or response is found poor, proportionate value may be deducted from my bills as deemed to be proper by the competent authority.

Place:

Date:

Signature with Seal of the Bidder Designation