

EKALAVYA MODEL RESIDENTIAL SCHOOL, SIRIGUDA, RAYAGADA

TERMS AND CONDITIONS OF THE TENDER NOTICE FOR SUPPLY

OF.....

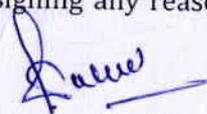
Tender No 38 /Tender file II /EMRS/2026

Dated: 20/01/2026

1. Sealed tenders for the supply of the articles/materials listed in the attached statement are invited by the undersigned on behalf of EMRS, Siriguda, Rayagada, up to 4:00 PM on 30.01.2026. The tender should be submitted in a sealed cover, clearly superscribed as "TENDER FOR THE SUPPLY OF _____".
2. The application form of tender containing General Bid & technical bid information for supplying Sports items, toiletries & sanitary items, bedding items and utensils for students can download from the District website i.e www.rayagada.nic.in. In case the application form is downloaded from the District website, the application shall furnish a Demand Draft for an amount of Rs. 500/- (Rupees Five Hundred Only) towards the cost of application in favour of **Orissa Model Tribal Education Society** tender paper cost.
3. The form completed in all respect should reach the undersigned on or before **30.01.2026 by 4:00PM** through Regd. Post/ Speed Post/ Carrier Service and shall be opened on **31.01.2026 at 10.00 AM** in presence of the bidders or their authorized representatives in office chamber of the Principal, EMRS Siriguda Rayagada. **No form will be accepted by hand.**
4. The supplier shall be deemed to have carefully examined the terms and conditions, specifications, and other relevant details of the items to be supplied.
5. In case items are supplied other than the approved brand, specifications, makes, or size, the same shall be replaced immediately by the supplier at no extra cost. If any article supplied is not approved, the expenses or losses incurred by EMRS due to rejection or replacement shall be borne entirely by the supplier.
6. Only one rate should be quoted for each item. Quoting more than one rate for any item shall lead to rejection.
7. The tenderer must quote the price in absolute figures and not in percentage (%). There should be no overwriting or corrections in the quotation. If any figure needs to be amended, it should be neatly struck out, the revised figure written above and duly attested with full signature and date. In the absence of an attested signature, the form is liable to be rejected.
8. The Principal of EMRS or his authorized representative shall have access to the supplier's premises at all reasonable times and shall have the right to inspect and examine the materials and workmanship of the goods supplied.
9. The supplier shall be responsible for proper standard packing to prevent damage under normal conditions of road transport and shall ensure delivery of materials in good condition to the consignee. In case of any loss, damage, tearing, cutting, or shortage found upon inspection by the consignee, the same shall be rectified or replaced by the supplier at their own cost. Any loss or expense incurred by EMRS shall be debited to the supplier's account.
10. The rate quoted by the tenderer includes all Central, State and Local Taxes & Duties and other charges and is on F.O.R. destination basis.



11. **"Eligibility of GST Registered Bidders"**:-Bidders must be registered under the Goods and Services Tax Act, 2017 as regular taxable persons. The bidder shall submit a copy of their valid GST Registration Certificate (regular registration) and must have been filing GSTR-3B and GSTR-1 returns regularly. The tendering authority reserves the right to verify the compliance status of the bidder through the GST portal. Composition dealers or those under exemption thresholds are not eligible to participate unless specifically allowed under the tender conditions. The bidder shall ensure that the applicable GST on goods/services to be supplied under the contract is clearly indicated. The authority shall not be responsible for any input tax credit issues arising out of incorrect declaration or non-compliance by the bidder."
12. The rate quoted by the contractor shall remain valid until the approval of the next tender.
13. The supplier/tenderer shall furnish a valid Demand Draft from the State Bank of India (within the same period) as per the item and amount mentioned in the Tender Notice, drawn in favour of *Odisha Model Tribal Education Society*, payable at SBI Rayagada, towards the EMD along with the Technical Bid (as per annexure attached). The EMD of unsuccessful bidders will be refunded after the completion of the tender process.
14. If the supplier fails to deliver the materials within the stipulated time and as per tender specifications, the Security Deposit (SD) will be forfeited and the tenderer may be blacklisted from future dealings with EMRS Siriguda. The supplies should be made strictly within the stipulated time period.
15. Supplies must be made strictly within the stipulated time period. Failure to do so will result in cancellation of the tender without any further reminder.
16. Upon acceptance of the quotation and placement of the purchase order, the articles supplied will be subject to inspection by the undersigned or their representative. Items may be rejected if they do not confirm to the approved samples or prescribed specifications/brands.
17. **PAYMENT:** 100% payment will be made within 1 month after completion of the supply process as per the supply order. **Partial payment is strictly prohibited.**
18. The supplier must inform the consignee well in advance about the dispatch of stock, so that necessary arrangements can be made for receiving the materials at EMRS. Deliveries should not be made after 2:00 PM under any circumstances.
19. To ensure transparency and timely payment, **all supplies to EMRS must be accompanied by a cash bill.** Supplies without a cash bill will not be accepted under any circumstances. EMRS reserves the right to reject items not accompanied by a proper cash bill.
20. All legal proceedings, if initiated by any of the parties, shall fall under the jurisdiction of the courts situated in Rayagada.
21. EMRS Siriguda reserves the right to accept or reject any or all tenders without assigning any reason.
22. EMRS reserves the right to increase, decrease, or cancel the quantity mentioned in the tender notice or supply order at any time, without assigning any reason, at the risk and cost of the supplier/tenderer.



23. The tenderer must produce samples in transparent polythene packets before the PASC. Failure to do so will result in non-consideration of the quoted rates.
24. The tenderer must quote the rates for **all items**. No box should be left blank. Leaving any item unquoted will result in automatic rejection of the tender form.
25. The total price quoted by the tenderer will be summed, and the lowest total (L1) will be considered for finalization.
26. The finalized vender for supplying uniform items will collect the colour copy send by NEST regarding details of uniform items from the office of the principal.

Signature of Tenderer with seal

For the interpretation of the tender conditions, the decision of the EMRS will be final. The above terms and conditions from 1 to 26 are acceptable to me.

Witness (Signature, Name & Address)

1. Signature.....

Name:.....

Phone No. :

MobileNo.:.....

Address:.....

.....

2.

Signature.....

Name:.....

Phone No. :

Mobile No.:.....

Address:.....

.....



DETAILS OF ITEM-WISE EARNEST MONEY

Sl. No	Name of items	Amount of Earnest Money
1	Sports accessories	Rs 15000.00
2	Toiletries & sanitary items	Rs 19000.00
3	Bedding items	Rs 10000.00
4	Utensils for students	Rs 10000.00



EKALAVYA MODEL RESIDENTIAL SCHOOL, SIRIGUDA, DIST. RAYAGADA

Technical BID (Page-I)
(To be submitted in separate cover)

Sub: Technical bid for supply of _____ as per list enclosed in Part-I-Annexure-I.

PARA - 'A'(To be filled by the Tenderer)

1. Tender Notification Number:
3. Issued to : M/s
4. Date of Issue:
5. Date of opening of tender.
6. Tender fee **Rs. 500/-** (Receipt No. /Demand Draft No. dated /...../2023)

PARA-'B' (To be filled by the Tenderer)

I/We hereby submit Technical bid for supply of _____ as per terms, conditions and specifications as applicable w.r.t Tender Notice No. _____ Dtd. _____ of EMRS, SIRIGUDA, Dist: RAYAGADA which are acceptable to me/us.

1. Earnest Money Deposit (EMD)	(a) Bank (b) Draft No. dated (c) Amount Rs.....
2. Income Tax Registration details	Income Tax PAN No..... Copy encl: Yes/No
3. GST Clearance Certificate from the competent Authority up to 31.03.2025.	(a) GST No. (b) Issuing authority: (c) Period of Validity:
4. GST Registration Certificate	Number and date of certificate (a) Certificate No. Dt. (b) Designation of certificate issuing officer: (c) Attested copy of the certificate Annexed: Yes/No
5. Submitting of Product Prospectus/ Brochures Samples of ___ as per list & specifications. (where applicable).	Yes / No
6. Copy of ISO : 9001:2000 Certificate (IF APPLICABLE)	Number and date of certificate (a) Certificate No..... Dt. (b) Name of the issuing authority : (c) Valid upto..... (d) Attested copy of the certificate Annexed : Yes/No
7. Colour photo of the shop.	



SIGNATURE OF THE TENDERER WITH SEAL

UNDERTAKING

- i. I/We undertake to abide by the terms & conditions of tender notice along with Annexures.
- ii. I/We undertake to make the entire supply as per delivery schedule of tender notice.
- iii. The proposed rates are valid up to next tender of EMRS, Siriguda, Rayagada.
- iv. I/we am/are not black listed or otherwise debarred from tendering/supplying from any State or Central Govt. Department/Agency/undertaking.

List of enclosures:

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.

Signature of the Tenderer

Name:

Postal Address:

Phone No. : Mobile No.:

Mail Id



EKALAVYA MODEL RESIDENTIAL SCHOOL, SIRIGUDA, RAYAGADA

Financial Bid (Page 1)
(To be submitted in separate Cover)

TENDERFORM (PART-I)

Subject: - Financial Bid for supply of "Bedding Items" as per list enclosed (Annexure-I).

1. Tender Notification Number & Date:

2. Issued to : M/s.....
.....
.....
.....

3. Date of Issue/ Download:

4. Date of opening of tender:.....

5. Tender fee Rs.500/- (Receipt No. /DD.No. dated / /)

Signature of the Tenderer

Name:

Postal Address:

.....

.....

Phone No. : Mobile No.:

(seal)



Bedding Items

(to be filled by Tenderer)

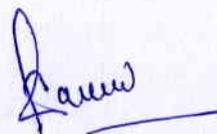
I/We submit this financial bid for supply of Bedding Items as per the terms and conditions of tender call notice No. _____ Dtd. _____ of EMRS, Siriguda, Rayagada which are acceptable to me/us.

Sl. No.	Name of the articles	Unit	Model Price List prescribed by NEST (Per unit)	Rate quoted (Rs) with Tax + transport
1	Quilt 3Kg cotton with cover/banket with cover (standard 8'*4')	01pc	800.00	
2	Coir mattress 6 feet*3 feet.3"coir and 1"foam	01 pc	2500.00	
3	Bedsheet (Chadar)	01 pc	150.00	
4	Bedsheet	01 pc	170.00	
5	Pillow	01 pc	150.00	
6	Pillow cover	01 pc	40.00	
7	Mosquito net	01 pc	180.00	
8	School bag	01 pc	350.00	
9	Towel good quality	01 pc	120.00	
	TOTAL (in Figures)			
	TOTAL (in words)			

I/We undertake to abide by the terms & conditions of tender notice. We further hereby undertake to produce the samples wherever applicable for verification by the committee.

Name:

Postal Address:

.....
Phone No.: Mobile No.:.....


TENDERFORM (PART-II)

Subject: - Financial Bid for supply of "Sports accessories" as per list Enclosed (Annexure-I).

1. Tender Notification Number & Date:

2. Issued to : M/s.....
.....
.....
.....

3. Date of Issue/ Download:

4. Date of opening of tender:.....

5. Tender fee Rs.500/- (Receipt No. /DD.No. dated/...../.....)

Signature of the Tenderer

Name:

Postal Address:

.....
.....

Phone No. : Mobile No.:.....

(seal)



Sports related accessories

(to be filled by Tenderer)

I/We submit this financial bid for supply of Uniform related accessories Materials as per the terms and conditions of tender call notice No. _____ Dtd. _____ of EMRS, Siriguda, Rayagada which are acceptable to me/us.

SL NO	NAME OF THE ITEMS	BRAND NAME	RATE QUOTED PER UNIT
1	Volleyball (Tap and Hit)	Cosco/Nivia/Fenta	
2	Volleyball net	Good quality	
3	Football	Nivia/Shining star	
4	Football net	Good quality	
5	Handball	Fenta	
6	Handball net	Good quality	
7	Basketball	Nivia	
8	Basketball ring net	Good quality	
9	Rugby ball	Fenta	
10	Tennis cricket bat	Good quality	
11	Tennis cricket ball	Vicky/Guru	
12	Badminton racket	Yonex	
13	Badminton cork (Plastic)	Yonex	
14	Badminton Cork (Feather)	Yonex	
15	Badminton net	Good quality	
16	Table tennis racket	Koxton/Vinex	
17	Table tennis ball	Koxton/Vinex	
18	Table tennis net	Koxton/Vinex	
19	Hockey stick	Alfa Y-30-10% carbon/ Alfa AX-2-20% carbon	
20	Hockey ball	Vicky/Flash	
21	Hockey goal keeper kit	KBI/JDH- Economy/Medium/standard (Basic and medium rebound foam)	
22	Athletic starting block	Good quality	
23	Discuss (2kg)	Good quality	
24	Discuss (1kg)	Good quality	
25	Shotput (4lbs)	Good quality	
26	Javelin (Aluminium)	Good quality	
27	High jump bar (Aluminium)	Good quality	
28	Carron Board	Good quality	
29	Carron dots	Good quality	
30	Carron striker	Good quality	
31	Carron powder	Good quality	
32	Chess board with piko	Good quality	
33	Ludo set	Good quality	
34	Athletic relay batten	Good quality	
35	Football studs	Nivia	
36	Hockey Stud	Nivia	
37	Hockey kit carry bag (Big size)	Good quality	
38	Whistle	Good quality	
39	Whistle	Koxton	
40	Jersey set with number	Good quality	
41	Archery set (Indian Bamboo)	Good quality	

42	Arrow (Bamboo)	Good quality	
43	Archery target face(Junior)	Good quality	
44	Archery target face(Senior)	Good quality	
45	Stop Watch	Good quality	
46	Yoga Mat	Good quality	

I/We undertake to abide by the terms & conditions of tender notice. We further hereby undertake to produce the samples wherever applicable for verification by the committee.

Name:

Postal Address:

.....

Phone No. : Mobile No.:



EKALAVYA MODEL RESIDENTIAL SCHOOL, SIRIGUDA, RAYAGADA

Financial Bid (Page 1)

(To be submitted in separate Cover)

TENDERFORM (PART-III)

Subject: - Financial Bid for supply of "Toiletries & Sanitary Items" as per list enclosed (Annexure-I).

1. Tender Notification Number & Date:
2. Issued to : M/s.....
.....
.....
.....
3. Date of Issue/ Download:
4. Date of opening of tender:.....
5. Tender fee Rs.500/- (Receipt No. /DD.No. dated / /)

Signature of the Tenderer

Name:

Postal Address:

.....

.....

Phone No. : Mobile No.:.....

(seal)



Toiletries & Sanitary Items

(to be filled by Tenderer)

I/We submit this financial bid for supply of Toiletries & Sanitary Items as per the terms and conditions of tender call notice No. _____ Dtd. _____ of EMRS, Siriguda, Rayagada which are acceptable to me/us.

Sl. No.	Name of the articles	Specifications	Unit	Model Price List prescribed by NEST (Per unit)	Rate quoted (Rs) with Tax + transport
1	Bathing Soap (75gms)(Boys & Girls)	Branded	02 pcs	20.00	
2	Washing Soap (100gms)	Branded	03 pcs	10.00	
3	Tooth Paste (50gms)	Branded	01 pc	20.00	
4	Tongue Cleaner (Steel)	Good quality	01 pc	20.00	
5	Tooth Brush	Branded	01 pc	15.00	
7	Shoes Polish	Branded	01 pc	30.00	
8	Shoes Brush	-----	01 pc	60.00	
9	Hair cutting (Both boys & girls)			40.00	
10	Sanitary Napkins of clothes for girls	Branded	01 pkt	50.00	
10	Hair Oil (50MI)	Branded	50 ml bottle	15.00	
11	Shampoo (Boys)	Branded	30 ml bottle	40.00	
12	Shampoo (Girls)	Branded	50 ml bottle	50.00	
	TOTAL (in Figures)				
	TOTAL (in words)				

I/We undertake to abide by the terms & conditions of tender notice. We further hereby undertake to produce the samples wherever applicable for verification by the committee.

Name :

Postal Address :

.....
Phone No. : Mobile No.:.....



EKALAVYA MODEL RESIDENTIAL SCHOOL, SIRIGUDA, RAYAGADA

Financial Bid (Page 1)
(To be submitted in separate Cover)

TENDERFORM (PART-IV)

Subject: - Financial Bid for supply of "Utensils" as per list enclosed (Annexure-I).

1. Tender Notification Number & Date:
2. Issued to : M/s.....
.....
.....
.....
3. Date of Issue/ Download:
4. Date of opening of tender:.....
5. Tender fee Rs.500/- (Receipt No. /DD.No. dated / /)

Signature of the Tenderer

Name:.....

Postal Address:.....
.....
.....

Phone No. : Mobile No.:.....

(seal)



Utensils

(to be filled by Tenderer)

I/We submit this financial bid for supply of Utensils as per the terms and conditions of tender call notice No. _____ Dtd. _____ of EMRS, Siriguda, Rayagada which are acceptable to me/us.

Sl. No.	Name of the articles	Unit	Model Price List prescribed by NEST (Per unit)	Rate quoted (Rs) with Tax + transport
1	Stainless steel plate with 5 compartment	01 pc	200.00	
2	Steel glass	01 PC	30.00	
3	Steel spoon	01 pc	10.00	
4	Steel bowl	01 pc	20.00	
5	Plastic bucket and mug	01 pc	120.00	
	TOTAL (in Figures)			
	TOTAL (in words)			

I/We undertake to abide by the terms & conditions of tender notice. We further hereby undertake to produce the samples wherever applicable for verification by the committee.

Name:

Postal Address:

.....
Phone No. : Mobile No.:.....

