

DISTRICT SOCIAL WELFARE OFFICE, RAYAGADA

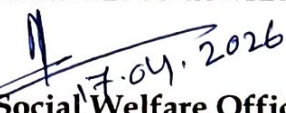
Letter No 1865 /XXIII/01/2026

Date: 17.04.2026

QUOTATION CALL NOTICE
SUPPLY OF ITEMS UNDER "OTHER COMPONENTS".

Sealed quotations are invited with following terms & conditions from interested reputed Suppliers/Dealer and Original Equipment Manufacturers (OEMs) for supplying of different items such as (**Display Board, White/Soft Board with marker of different colours, Magnetic duster, Cellotape, Corner shelves, Clean storage facility, Plates, Glasses, Spoons, Bowls, Shoestand, Mirror**) to the 173 no of AWCs approved under Saksham Anganwadi initiative of Rayagada District. The list of items is enclosed at Annexure-I.

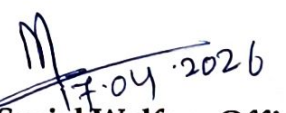
The quotation completed in all respect must be received by this office through **only by Registered Post / Speed Post** to the Office of DSWO, Rayagada **on or before 28.04.2026 by 01.00 P.M** and will be **opened on 29.04.2026 at 11.00 A.M** in presence of the bidder or their authorized representative who wish to be present. No other mode of submission of quotation is allowed. The application form of quotation / Quotation containing General bid information and Terms and conditions can be downloaded from District website www.rayagada.odisha.gov.in from **17.04. 2026 onwards**.


District Social Welfare Officer,
Rayagada
District Social Welfare Officer
Rayagada
Dated: 17 /04/2026

Memo No. 1866 /2026

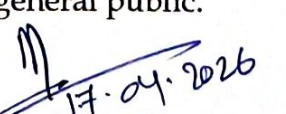
Copy to Notice Board of Collectorate, Rayagada.

Copy forwarded to all Members of the District Level Tender Committee i.e. the Chief Civil Supplies Officer, Rayagada / District Social Security Officer, Rayagada / Joint Commissioner of CT & GST / GM, RIC, Rayagada for information and necessary action.


District Social Welfare Officer,
Rayagada
District Social Welfare Officer
Rayagada
Dated: 17 /04/2026

Memo No. 1867 /2026

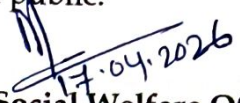
Copy to the Sub-Collector, Rayagada / Sub-Collector, Gunupur / CDO-cum-EO, Zilla Parishad, Rayagada / PA, ITDA Rayagada & Gunupur / All Tahasildars / All Block Development Officers / all CDPOs of this district for information and necessary action, with a request to publish the tender/quotation notice on their respective Notice Boards for information of the general public.


District Social Welfare Officer,
Rayagada
District Social Welfare Officer
Rayagada

Memo No. 1868/2026


Dated: 17/04/2026

Copy along with the Standard Bidding Document, Terms and Conditions, and other information for Procurement of items under Saksham AWCs (Annexure-I, II & III) forwarded to the District e-Governance Manager (DeGM), Rayagada for favour of information with a direction to publish the same on the District Website (<https://rayagada.odisha.gov.in>) for information of the general public.


17.04.2026
District Social Welfare Officer,
Rayagada
District Social Welfare Officer
Rayagada
Dated: 17/04/2026

Memo No. 1869/2026

Copy Submitted to the Additional District Magistrate, Rayagada for favour of kind information.


17.04.2026
District Social Welfare Officer,
Rayagada
District Social Welfare Officer
Rayagada
Dated: 17/04/2026

Memo No. 1870/2026

Copy Submitted to the PA to Collector, Rayagada for favour of kind information.


17.04.2026
District Social Welfare Officer,
Rayagada
District Social Welfare Officer
Rayagada

❖ GENERAL TERMS & CONDITIONS :

1. The participated authorized dealers & suppliers / OEMs shall have to pay Rs. 500/- (Rupees Five hundred only) towards the cost of the Quotation Paper **which is not refundable** in shape of Bank Draft / Demand Draft drawn on any scheduled commercial Bank in favour of the **District Social Welfare Officer, Rayagada** and payable at **Rayagada**.
2. The bidding firm also have to submit an **EMD** for an amount of Rs. 50,000/- (Rupees Fifty Thousand Only) in shape of **DD/TDR** drawn in any scheduled commercial bank pledged in favour of "**District Social Welfare Officer, Rayagada**". The EMD amount of the unsuccessful dealers shall be refunded after finalization of the Quotation or after final execution of order as the case may be **without any interest**. However, in case of successful bidders, the EMD amount shall be refunded without interest after submission of performance security deposit.
3. The original and all copies of the Technical Bid shall be placed in a sealed envelope clearly marked "**TECHNICAL BID**". Similarly, the original Financial Bid shall be placed in a separate sealed envelope clearly marked "**FINANCIAL BID**". The envelopes containing the Technical and Financial Bids shall be placed into an outer envelope and sealed. This outer envelope shall bear the submission address, reference number and title of the Assignment, and be clearly marked "**QUOTATION FOR SUPPLY OF DIFFERENT ITEMS**". DSWO, Rayagada will not be responsible for misplacement, loss or premature opening if the outer envelope is not sealed and/or marked as stipulated. This circumstance may provide a case for Bid's/ Bid's rejection. If the Financial Bid is not submitted in a separate sealed envelope duly marked as indicated above, this shall constitute grounds for declaring the Bid non-responsive/ invalid.
4. **Single Bid:** A firm should submit **only one Bid for a particular item**.
5. The successful bidder will have to deposit a performance security amount of "5% of the contract value "in shape of Demand Draft drawn / TDR/Bank Guarantee in favour "**District Social Welfare Officer, Rayagada**" from any Scheduled Commercial Bank covering the period of contract.
6. All bidders must comply with the Technical Specification, General Conditions and Format/Requirements for Technical and Financial Bid.
7. Each page, Form, Annexure and Appendices of the Technical and Financial Bid must be signed by the Authorised signatory of the firm.
8. All blank spaces in the **Financial Bid** must be filled in completely where indicated, either typed or written in blue/black ink.
9. The quotation completed in all respect must be received by this office through Registered Post/ Speed Post to the Office of DSWO, Rayagada on or before **28.04.2026 by 1:00 P.M.** **Any Quotation Paper received after due date will be out rightly rejected.** DSWO, Rayagada will not be responsible for any postal delay or misplacement of the document.



10. The Bids shall be opened on **29. 04 .2026 at 11.00 A.M** at the **Collectorate, Rayagada** in the presence of the Bidder/representatives of the Bidder, who wish to be present on the spot at that time.

11. The Bids have to be submitted in two parts, as given below.

a) **Technical Bid** will consist Form-I, Annexure-II, Annexure-III and all documents for Technical Bid

b) **Financial Bid** will consist Form for Financial Bid (*Form-II*)

12. **PAYMENT:**

The payment shall be made after successful delivery of materials to the concerned CDPOs, Rayagada. The delivery challans/ bills should be submitted to concerned CDPOs individually.

Accordingly, the payment will be released by the CDPOs concerned after approval from the DSWO, Rayagada. However, **Statutory deduction** shall be deducted by the D.D.O, as per rate applicable, from the Bill of the Firm / Authorized Dealer/OEM.

13. **COMPANY & FINANCIAL ELIGIBILITY :**

The Bidder must have a physical presence and active commercial activities in Odisha for at least 1 years (Documentary proof required).

Bidder Turnover: The Average Annual Turnover of the bidder must be at least Rs. 15.00 Lakhs during the last 03 Financial Years (FY 2022-23, 2023-24 and 2024-25).

Required Documents: GST Registration Certificate. Copy of PAN CARD, Latest GST Returns, Latest IT Return for the 03 financial years (FY 2022-23, 2023-24 and 2024-25) Audited Balance sheet & Turnover Certificate certified by a Chartered Accountant (CA) with a valid UDIN number

14. **PRICE:**

The quoted Unit Price shall be inclusive of all Taxes, duties and Charges. Quotation shall remain valid for a period not less than 60 days after the last date specified for bid submission.

15. **DELIVERY:**

The materials shall be delivered **within 30 days** from the date of awarding the Work Order. The materials shall be delivered by the Bidder as per the specification mentioned above and also in good condition to the Consignee along with Challan in duplicate and Bills in triplicate.

16. VERIFICATION:

The materials found defective and not according to the specification at the time of delivery will not be accepted and the concerned Authorized Dealer has to take back the rejected materials within **seven (07) days** from the date of rejection at his own expenses failing which the DSWO will not held responsible for any loss of materials. In case such materials are accepted with penalty as may be decided by the DSWO. The Authorized Dealer is liable for payment of such penalty. This penalty shall be in addition to the penalty mentioned in the foregoing clauses.

Authorized Dealer shall provide warranty for the items supplied for a period of **twelve months** from date of supply/as mentioned in the specification whichever is higher. If any item found to be defective during the warranty period, the same shall be replaced with free of cost.

25. SAMPLE SUBMISSION & EVALUATION:

Post-Technical Evaluation Bidders who qualify based on document evaluation may be required to submit physical samples of the offered items for quality inspection and approved by purchase committee before supply of items.

The supply order may be cancelled if the quality of items not up to the standard or do not meet the technical data sheet. In such case, The supply order will be given to L2 bidder subject to budget provision.

28. ESCALATION & SERVICE SUPPORT :

Office in Odisha: The Bidder must have a registered office in Odisha (Documentary proof required).

Matrix: A dedicated Escalation Matrix with phone numbers for service support must be provided by the Bidder.

29. DISCRETION POWER:

The DSWO reserves the right:

To reject all the Bids of the Firms / Suppliers without assigning any reasons thereof;

To increase or to decrease the quantities of materials or to split up the quantities of the materials covered under the Quotation without assigning any reasons thereof;

To cancel the Work Order in the event of unsatisfactory supply/ delay in supply of materials or non-observance of relevant clauses of the work orders.

To relax or withdraw any of the terms and condition mentioned above so as to overcome the problem encountered at a later stage

30. LEGAL JURISDICTION:

Any dispute arises out of Work Order, shall be under the jurisdiction of the Civil Court, Rayagada


District Social Welfare Officer,
Rayagada
District Social Welfare Officer
Rayagada

REQUIRED ITEMS AND OFFSET PRICE

Sl. No	Items under "Other Components " of Saksham Anganwadi initiative	Offset price (In Rs.)
01	Display Board/Information board (2ft * 3ft)	700/-
02	White / Soft board (5ft*3ft) with marker of different colours (Blue, Green, Red, Orange, Black) Magnetic duster, cello tape.	1300/-
03	04 nos of Corner shelves to keep TLM/PSE kits, tribal arts	2000/-
04	Clean storage facility for nutrition materials	2000/-
05	25 number of Plates (@Rs. 80 per plate)	2000/-
06	25 number of Glasses (@Rs. 40 per Glass)	1000/-
07	30 number of Spoons(@Rs. 20 per spoon)	600/-
08	25 number of Small bowls(@40 per bowl)	1000/-
09	Shoe stand	1000/-
10	Mirror (3ft * 1.5 ft) The mirror shall be fixed firmly on the wall	1500/-
Total		13,100/-


17.04.2026
District Social Welfare Officer
Rayagada

FORM-I
APPLICATION FORMAT
TECHNICAL BID

- ❖ **For Supply & Installation of** _____
- ❖ **QUOTATION CALL NOTICE NO.** _____ **Date:** _____

1. Name of the Firm / Supply Agency :

2. Details of Cost of Quotation Paper: DD No. _____ Date _____
Of Rs. _____ drawn on Bank : _____

3. Details of Earnest Money Deposit: DD No. _____ Date _____
Of Rs. _____ drawn on Bank : _____

4. Full Office Address of the
 - Firm / Supply Agency : _____

 - Telephone/Contact No : _____
 - FAX No. : _____
 - E-Mail Address: _____

5. PAN / GIR No. : _____
(Attach attested copy)

6. GSTIN No. : _____
(Attach attested copy)

7. (Up to date GST return certificate shall be attached)

FORM-II
FINANCIAL BID
(To be filled by Bidder)

Name of the Firm: _____

Sl. No	Items under "Other Components" of Saksham Anganwadi initiative	Specifications	Quantity Required (In Nos.)	Quoted Price per unit inclusive of all taxes & other charges(In Rs.)	Total Quoted Price (In Rs.)
01	Display Board/Information board	2ft * 3ft	01		
02	White / Soft board with marker of different colours	5ft * 3ft	01 (Set)		
03	Corner shelves	To keep TLM/PSE kits, tribal arts	04		
04	Clean storage facility for nutrition materials	-----	01		
05	Plates	-----	25		
06	Glasses	-----	25		
07	Spoons	-----	30		
08	Small bowls	-----	25		
09	Shoe stand	-----	01		
10	Mirror	3ft * 1.5 ft The mirror shall be fixed firmly on the wall	01		

It is certified that all the items mentioned above shall be supplied by me at the quote mentioned against each item. The total price quoted for the above items is Rs. _____ (Rupees _____ only), which does not exceed the offset price mentioned in the tender (Annexure I).

N.B.: The price quoted by the bidders shall not in any case exceed the open market price or the controlled price, if any, fixed by Central / State Govt. and the Maximum Retail Price (MRP).

Signature: _____

Name and Designation and office Seal

DECLARATION

I, Sri _____ Son/Daughter of _____
Proprietor/Director/Authorised signatory of _____ competent to
sign the Quotation and execute the quotation.

I have carefully read and understood all the terms and conditions of quotation and
undertake to abide by them.

The information and documents furnished along with the Quotation are true and authentic
to the best of my knowledge and belief. I am well aware of the fact that, furnishing of any false
information/ fabricated document would lead to rejection of our quotation at any stage besides
liabilities towards prosecution under appropriate law.

Signature of the Authorized Person with Seal

Place:

Date

UNDERTAKING

I, hereby undertake that, our organization has not been blacklisted/ debarred by any of the Central/ State Government Department/ Office or by any Public Undertaking (PSU) and not blacklisted by any authority during the recent past.

Full Signature of the Authorized Person with seal

Place:

Date: