

DISTRICT WELFARE OFFICE, RAYAGADA

No. 2449/2026

Date: 27.04.2026

TENDER CALL NOTICE

SUPPLY OF UTENSILS & KITCHEN EQUIPMENT.

Scaled Tenders are invited with following terms & conditions from interested reputed Suppliers/Dealer / Original Equipment Manufacturers (OEMs) for supplying of different items (Honda, Rice Stainer, Pitha Patia, Jally Chatu, Tray Stand, Steel Bucket, Kodei, Serving Tray, Steel glass, pressure cooker, steel basin,) at SSD School hostels in Rayagada District. The TenderCall Notice completed in all respect must be received by this office through only by Registered Post/ Speed Post to the Office of DWO, Rayagada on or before **14.05.2026 by 1.00 PM** and will be opened on **15.05.2026 at 10.00 AM** in presence of the bidder or their authorized representative who wish to be present. No other mode of submission of Tender is allowed. The application form of Tender / Tender containing General bid information and general Terms and conditions can be downloaded from District website www.rayagada.odisha.gov.in from **27.04.2026** to **14.05.2026**.

Asst Secy 27/4/26
District Welfare Officer
Rayagada

Memo No: 2450

Date: 27.04.2026

Copy to PA to Collector for kind information of Collector, Rayagada.

Asst Secy 27/4/26
District Welfare Officer
Rayagada

Memo No: 2451

Date: 27.04.2026

Copy to CDO-cum-EO, Zilla Parishad / Sub-Collector, Rayagada & Gunupur/ DEO, Rayagada / DI & PRO, Rayagada / All BDOs / All WEOs / All Tahasildars of Rayagada district for information and wide publicity in their Notice Board.

Copy to all the members of District Level Purchase Committee for information and necessary action. They are requested to attend the opening of the TCN in the mentioned date, time and venue.

Asst Secy 27/4/26
District Welfare Officer
Rayagada

Memo No: 2452

Date: 27.04.2026

Copy to District Informatics Officer, NIC / DeGM, Rayagada for information and necessary action with a request to publish the Tender call notice in district website.

Asst Secy 27/4/26
District Welfare Officer
Rayagada

TENDER CALL NOTICE (TCN)

**SELECTION OF BIDDERS / SUPPLIERS / OEMs FOR SUPPLY OF
DIFFERENT TYPE OF UTENSILS FOR THE BOARDERS OF ST & SC
HOSTELS FUNCTIONING UNDER ST & SC DEVELOPMENT DEPARTMENT
OF RAYAGADA DISTRICT**

**DISTRICT WELFARE OFFICER,
RAYAGADA**

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DATASHEET

Sl. No.	Particular	Details
1.	NameoftheClient	District Welfare Officer, Rayagada
2.	MethodofSelection	LeastCostSelection(LCS)
3.	JointVenture/Consortium	Not Allowed
4.	Availability of RFP Document	https://rayagada.odisha.gov.in
5.	Date of issue of Tender Call Notice (TCN)	27.04.2026
6.	Last Date and Time for submission of Bid	14.05.2026 by 1.00 PM
7.	Date & Time for opening of Technical Bid	15.05.2026 at 10.00 AM
8.	Date & time for opening of Financial Bid	Immediately after technical verification
9.	BidProcessingFee(Non-Refundable)	Rs.5,000 /- (Rupees Five thousand) only in shape of Demand Draft infavour of "District Welfare Officer, Rayagada" drawn in any scheduled commercial bank payable at Rayagada. The bid processing fee shall be submitted along with the Technical Bid.
10.	EarnestMoneyDeposit(EMD)(Refundablewith outinterest)	The Bidder should submit an Earnest Money Deposit (EMD) of Rs. 6,00,000/- (Rupees One Lakh) onlyin shape of Demand Draft / TDR / NSC duly pledged in favour of "District Welfare Officer, Rayagada" from any Scheduled Commercial Bank payable at Rayagada. The bid processing fee shall be submitted along with the Technical Bid. The EMD of the unsuccessful bidder will be refunded after completion of the selection process.
	SecurityDeposit	The successful bidder will have to deposit a performance security amount i.e. 3% of the contract value in shape of Demand Draft/TDR/NSC/Bank Guarantee in favour "District Welfare Officer, Rayagada" from any Scheduled Commercial Bank covering the period of contract payable at Rayagada assecuritydeposit.
11.	AddressforSubmissionofBid	The District Welfare Officer, Rayagada Near PHD Office, Rayagada-765001, Odisha
12.	ModeofSubmission:	Speed Post/ Registered Post only. Submission of bid through other mode and late bid will be out rightly rejected.
13.	Contact Person for any query	Office of The DWO, Rayagada Contact No: Name:
14.	PlaceofOpeningBid:	Chintan Kakshya, Collectorate, Rayagada-765001

For details, please visit: www.rayagada.odisha.gov.in

NOTE: The Client reserves the right to change any schedule. Please visit the website <https://rayagada.odisha.gov.in> regularly for the same

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SECTION: 1
LETTER OF INVITATION

TENDER CALL NOTICE (TCN) No:

Date:

Name of the Assignment: Selection of bidders / suppliers / OEMs for supply of different type of utensils for the boarders of ST & SC hostels functioning under ST & SC development department of Rayagada district

The District Welfare Officer, Rayagada invites sealed Bid from eligible bidders for "supply of different type of utensils for the boarders of ST & SC hostels functioning under ST & SC development department of Rayagada district". More details on the proposed assignment are provided at **Section-3: Scope of Work** of this Tender Call Notice (TCN) document.

The Bidder / Supplier / OEM will be selected under **Least Cost Selection Method (LCS)**

The Bid complete in all respect as specified in the **Tender Call Notice (TCN)** Document must be accompanied with a **Non-refundable** amount of **Rs. 5,000/- (Rupees Five Thousand) only** towards **Bid Processing Fee also known as Tender Paper Cost** in shape of Demand Draft and an Earnest Money Deposit (EMD) of **Rs. 6,00,000/- (Rupee Six lakh)** only in shape of Demand Draft / TDR / NSC duly pledged in favour "**District Welfare Officer, Rayagada**" from any Scheduled Commercial Bank payable at Rayagada.

The successful bidder will have to deposit a performance security amount i.e. 3% of the contract value in shape of Demand Draft/TDR/NSC/Bank Guarantee in favour "District Welfare Officer, Rayagada" from any Scheduled Commercial Bank covering the period of contract payable at Rayagada as security deposit.

The Bid must be delivered at the specified address as per the Bidder Data Sheet by **Speed post / Registered Post** only. The Client shall not be responsible for postal delay or any consequence. Submission of Bid through any other mode will be rejected.

The last date and time for submission of Bid complete in all respects is **14.05.2026, 1.00PM**, and the date of opening of the technical is **15.05.2026, 10.00 AM** & financial bid is immediately after the evaluation of the technical bid in the presence of the bidder's representative at the specified address as mentioned in the Bidder Data Sheet (**Sl. no.11**). Representative of the bidder may attend the meeting with due authorization letter on behalf of the bidder.

This TENDER CALL NOTICE includes following sections:

Letter of Invitation [**Section-1**]

Scope of Work [**Section-2**]

General Terms & Conditions [**Section-3**]

Technical Bid Submission Forms [**Section-4**]

Financial Bid Submission Forms (**Section-5**)

Selection Procedure [**Section-6**]

While all information / data given in the TENDER CALL NOTICE (TCN) for Selection of bidders / suppliers / OEMs for supply of different type of utensils for the boarders of ST & SC hostels functioning under ST & SC development department of Rayagada district are accurate within the consideration of scope of the proposed assignment to the best of the Client's knowledge, the Client holds no responsibility for accuracy of information and it is the responsibility of the bidder to check the validity of information/specifications/narrations included in this document.

The Client reserves the right to accept / modify/ reject any/all Bids / cancel the complete RFP or part of it at any stage without assigning any reason thereof.

Asst. Secy
27/4/26
District Welfare Officer,
Rayagada

Section-2
SCOPE & SPECIFICATION OF WORK

SCOPE:

District Welfare Officer (DWO), Rayagada invites Sealed Tender in two-part bidding system i.e. Technical Bid & Financial Bid from interest authorised Firms/dealers/Suppliers and OEMs for supply & installation of following items as per the specification to the SSD schools functioning under ST & SC development department of Rayagada district. All the products shall have ISI mark certification to ensure quality of the product.

ITEMS AND THEIR SPECIFICATIONS

Sl.No.	Name of Item	Description	Capacity	Approx. Quantity Req.
1	Aluminum Honda	Outer Dia - 37 inch, Height - 18.50 inch, Minimum Weight - 33Kg or above	Cooking Capacity 50 kg Rice	312
2	Aluminum Honda	Outer Dia - 33 inch, Height - 16.50 inch, Minimum Weight - 26 Kg or above	Cooking Capacity 25 kg Rice	411
3	Aluminum Honda	Outer Dia - 27 inch, Height - 13.50 inch, Minimum Weight - 14Kg or above	Cooking Capacity 15 kg Rice	459
4	Aluminum Honda	Outer Dia - 22.5 inch, Height - 11 inch, Minimum Weight - 10Kg or above	Cooking Capacity 10 kg Rice	516
5	Steel Rice strainer	Good Quality weight-5kg or above	Rice Capacity 25kg	321
6	Steel Rice strainer	Good Quality weight-3kg or above	Rice Capacity 13kg	300
7	Steel Pita patia (Bigsize)	Good Quality (Piece), Minimum Weight - 1.60 kg or above	Big Size	820
8	Iron JallyChatu (Bigsize)	Good Quality (Piece), Minimum Weight - 2 Kg or above	Big Size	813
9	Steel Tray Stand	Good Quality(4 shelves) Heavy Stainless Steel - 304 Grade	Arranging capacity of 100 Nos. Of Trays	300
10	Steel Bucket (Stainless)	Good Quality, 12 Liters capacity, Weight- 1kg or above	12 litres	2471
11	Aluminum Kadai Handle with Lid	Hand with Lid Inner Dia - 36 Inch, Weight - 15 kg or above	Cooking Capacity 25Kg rice	318
12	Aluminum Kadai Handle with Lid	Handle with Lid Inner Dia - 30 inch, Min.weight-11 kg or above	Cooking Capacity 15Kg rice	325
13	Steel Tray (Stainless)	Good Quality (Rectangular in Shape,with Five partitions and compartment) Min. Weight 500gm or above	Normal	39926
14	Steel Glass(Stainless)	Good Quality(piece) 200 MI Capacity, Min. Weight - 100gm Above	200 ml	42362
15	Pressure Cooker	Branded item, Capacity - 22 Liters	22 Litters	282
16	Pressure Cooker	Branded item, Capacity - 10 Liters	10 Litters	301
17	Steel Basin	Good Quality Minweight - 1 Kg or above	Rice Capacity 3kg	1809

Asst. Secy 27/4/26
District Welfare Officer,
Rayagada

Section:3
GENERAL TERMS & CONDITIONS:

1. The participated authorized firms / dealers & suppliers / OEMs shall have to pay **Rs. 5000/-** (Rupees Five Thousand) only towards Bid Processing Fee or also known as the cost of the Tender Paper Cost which is not refundable in shape of Bank Draft / Demand Draft drawn from any scheduled commercial Bank in favour of the District Welfare Officer, Rayagada and payable at Rayagada.
2. The bidding firm also have to submit an **EMD** for an amount of **Rs.6,00,000/-** (Rupees Six Lakh) only in shape of **DD/TDR/NSC** drawn from in any scheduled commercial bank pledged in favour of "**District Welfare Officer, Rayagada**". The EMD amount of the unsuccessful dealers will be refunded after finalization of the Tender 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 successful bidder will have to deposit a performance security amount i.e. 3% of the contract value in shape of Demand Draft/TDR/NSC/Bank Guarantee in favour "District Welfare Officer, Rayagada" from any Scheduled Commercial Bank covering the period of contract payable at Rayagada as security deposit.
4. 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 "**TENDER FOR SUPPLY OF UTENSILS & KITCHEN EQUIPMENT**". DWO 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.
5. **Single Bid: A firm should submit only one Bid.** If a firm submits more than one Bid, all such Bids shall be rejected and the firm shall be disqualified.
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 Tender completed in all respect must be received by this office through Registered Post/ Speed Post only to the Office of the DWO, Rayagada on or before **14.05.2026 by 1.00 PM**. Any Tender Paper received in other mode and after due date will be outrightly rejected. The DWO Rayagada will not be responsible for any postal delay or misplacement of the document.
10. DWO Rayagada **reserves the right to accept or reject any application without giving any explanation and can change the evaluation criteria as per its requirements in the interest of the organisation.**
11. The Bids shall be opened on **15.05.2026** at **10.00 AM** at Chintan Kakshya, Collectorate, Rayagada in the presence of the Bidder/representatives of the Bidder, who wish to be present on the spot at that time.
12. If for any reason the Last date of receipt of Bid remains holiday/office is closed for any unavoidable reasons, the next working day shall be treated as last date of receipt of Bid up to

As per

same hours of original last date of receipt. In that case the date of opening shall automatically be shifted to the next day of the last date of opening.

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

a) **Technical Bid** will consist:

i. Form for Technical Bid (as detailed in Section-4)

b) **Financial Bid** will consist Form for Financial Bid (as detailed in Section-5)

PAYMENT:

- The DWO, Rayagada shall be the Paying Officer
- The payment shall be made after successful delivery & installation of items as per the specification through RTGS/NEFT after submission of the bills and vouchers and delivery report from concerned Block / School officials.
- The DWO, Rayagada shall make the payment following due procedure.
- However, Statutory deduction will be deducted by the D.D.O, as per rate applicable, from the Bill of the Firm / Authorized Dealer/OEM.

PENALTY:

- In case of delay in delivery of materials and remaining undelivered within the stipulated time, delivery penalty @ ½% of the contract of the undelivered materials for each calendar week or a part of delay subject to maximum of 5% of such portion of the contract which remain undelivered shall be recovered. The date of receipt of materials in the designated SSD Schools/Hostels will be treated as date of supply.

OUTRIGHT REJECTION:

- Non-compliance / submission of documents indicated at Clause – 3 of General Instruction to Bidder are liable for outright rejection of the Firm / Supplier.
- Conditional Bid of any Firm / Supplier shall be liable for outright rejection.

PERIOD OF VALIDITY:

- The Tender shall be valid for a minimum period of twelve (12) months from the date of Opening of the Tender.

Company & Financial Eligibility

- Bidder Turnover: The Average Annual Turnover of the bidder must be at least Rs. 2 Crore during the last 03 Financial Years (FY 2022-23, 2023-24, 2024-25).
- Required Documents for the Bidder:
 - i. Proprietorship / Partnership / Company registration certificate / Certificate of Incorporation
 - ii. Copy of PAN Card
 - iii. Copy of GST Registration Certificate.
 - iv. Bid Specific Manufacture Authorization Certificate in the OEM Letter Head to participate in the Tender as per the enclosed format for each category i.e. for aluminum products, stainless steel products & Pressure Cookers, etc.
 - v. Copy of the latest / up to date GST return certificate in GSTR-3B.
 - vi. Copy of the IT Returns for the last 03 Financial Years (FY 2022-23, 2023-24, 2024-25).
 - vii. Copies of audited balance sheet for the last three financial years and CA certificate certifying that the Firm should have an average annual turnover of Rs. 2.00 Cr (Rupees Two Crore) only during the last three financial years (FY 2022-23, 2023-24, 2024-25 with a valid UDIN number.
 - viii. Copies of UDYAM Registration certificate.
 - ix. Bidder must submit the ISO certifications such as ISO9001:2015 & ISO 14001:2015.
- Affidavit: A notarized affidavit on Rs. 100/- Non-Judicial Stamp Paper confirming that the

As per

Bidder is not blacklisted by any Government Office/PSU/Autonomous Body.

- Technical Documents: The bidder must submit a detailed Data Sheet of each product on its letterhead for all products offered.

Manufacturer Authorization & Compliance

- OEM Presence: The OEM must have a presence in India for at least 5 years.
- Statutory: OEM must submit the copies of Factory & Broiler License certificate / Production Certificate or equivalent certificate from the competent authority certifying that the OEM has its own production unit in India along with UDYAM Registration certificate.
- MAF: A Bid-specific Manufacturer Authorization Form (MAF) from the OEM must be provided on the OEM's letterhead in favour of the bidder as per the enclosed format in case of OEM is not participating himself/herself in the tender. The MAF for each category i.e. Aluminum Products, Stainless Steel products and pressure cookers, etc. shall be submitted.
- OEM Turnover: The OEM of the offered utensils must have an Average Annual Turnover of at least Rs. 4 Crore during the last 03 Financial Years (FY 2022-23, 2023-24, 2024-25).
- **All the products shall have valid Indian Standards Institution (ISI) mark certification as per the prevailing rule of Finance Department, Govt. of Odisha.**
- OEM Certifications: The OEM must possess the following valid certifications/documents:
 - i. Copies of PAN / TAN
 - ii. Copies of the GSTIN Certificate
 - iii. CA certificate certifying that the Firm should have an average annual turnover of Rs. 4.00 Cr (Rupees Four Crore) only during the last three financial years (FY 2022-23, 2023-24, 2024-25 with a valid UDIN number
 - iv. Copies of ISI mark certificate.
 - v. Copies of Factory & Broiler License / Production Certificate or equivalent certificate from the competent authority certifying that the OEM has own its production unit in India.
 - vi. ISO 9001:2015 (Quality Management)
 - vii. ISO 14001:2015 (Environmental Management)

Product Testing & Quality Standards

- The offered products by the OEM/Bidder must comply with the quality standard as per the norms of Bureau of Indian Standard.

Escalation & Service Support

- i. Office in Odisha: The Bidder must have a registered office in Odisha (Proof: Rent Agreement/Ownership/Telephone Bill / Electricity Bill / or any proof from competent authority).
- ii. Matrix: A dedicated Escalation Matrix with phone numbers for service support must be provided by both the Bidder and OEM.

Sample Submission & Evaluation

- Post-Technical Evaluation: Bidders who qualify in the Technical Bid based on document evaluation are required to submit physical samples of the offered items for quality inspection and for approval of the purchase committee before supply of items. In this regard the bidders are required to present their samples on the date of opening of the technical bid.
- The supply order may be cancelled if the quality of items not up to the standard or do not match with the approved sample. In such case, the competent authority will take appropriate decision as applicable.

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- Criteria: Bids will be rejected if samples do not match the technical data sheet or meet the quality standards of the department.

Work Experience & Past Performance

- The OEM or their authorized Bidder must have prior work experience of supplying Same or similar products worth at least Rs. 2 Crore or more to Government Departments or PSUs within the last 03 years. Copies of Work Orders/Sanction Orders/Completion Certificates or equivalent documentary evidence should be provided as proof. Documents in other languages should be supplemented by an English translated copy.

Supply, Installation & Payment

- Timeline: Supply and installation must be completed within 30 days of the Work Order.
- Location: The details of locations will be provided during award of contract
- Costs: Bid price must be inclusive of all taxes, transportation, labor, and all applicable levies.
- Quantity: Quantities are tentative and may increase/decrease based on fund availability.

Warranty & Replacement

- Damage or loss during transit/installation must be replaced by the supplier within 15 days at no additional cost.
- An undertaking must be provided in this regard on 100/- Non Judicial stamp paper.

Disqualification

- If any document is found forged or non-compliant, the Bidder will be disqualified immediately without clarification.

DISCRETION POWER:

The DWO 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 Tender 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

LEGAL JURISDICTION:

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

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27/4/26
**District Welfare Officer,
Rayagada**

SECTION:4

TECHNICAL BIDS SUBMISSION FORMS

TECH -1

COVERING LETTER

(ON BIDDERS LETTERHEAD)

[Location, Date]

To

**The District Welfare Officer,
Rayagada**

Sub: Supply of different type of utensils for the boarders of ST & SC hostels functioning under ST & SC development department of Rayagada district

Dear Sir/Madam,

I, the undersigned, offer to participate in the selection process for _____
_____ in accordance with your Tender Call Notice No.: _____, dated
_____. We are hereby submitting our Bid, which includes Technical
Bid and Financial Bid sealed in separate envelopes.

I hereby declare that all the information and statements made in this Technical Bid and Financial Bid are true and correct and I accept that any misinterpretation contained in it may lead to disqualification of our Bid. I confirm that this Bid will remain binding upon us and may be accepted by you at any time before the validity of the bid.

I hereby unconditionally undertake to accept all the terms and conditions as stipulated in the Tender Call Notice document. In case any provision of this Tender Call Notice are found violated, then your department shall without prejudice to any other right or remedy be at liberty to reject our Bid including forfeiture of the full said earnest money deposit absolutely.

I remain,

Yours faithfully,

Authorized Signatory with Date and Seal:

Name and Designation: _____

Address of the Bidder: _____

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Tech-2: Bidder's Organization (General Details)

Sl.No.	Description	Full Details	Page No.
1	Name of the Bidder		
2	Addressforcommunication: Contact No: Emailid :		
3	Name of the authorized person signing& submitting the bid on behalf of theBidder: Mobile No. :Emailid :		
4	Registration/ IncorporationDetails Registration No:Date&Year.:		
5	BidProcessingFee/Tender Paper CostDetails Amount:DDNo.: Date: NameoftheBank:		
6	EMD Amount: DD/TDR/NSC No.: Date: NameoftheBank:		
7	Copy of PANNumber		
8	Copy of Goods and Services Tax IdentificationNumber(GSTIN)		
9	Copy of the latest / up to date GST return certificate in GSTR-3B		
10	Copies of the IT Returns for the last 03 Financial Years (FY 2022-23, 2023-24, 2024-25).		
11	Copy of the ISO9001:2015, ISO 14001:2015 certificate/s.		
12	Bid Specific Manufacture Authorization Certificate in the OEM Letter Head for each category i.e. Aluminum products, Stainless Steel & Pressure Cookers, etc.		
13	Copies of audited balance sheet for the last threefinancial years and CA certificate certifying that the Firmshouldhaveanaverage annual turnover of Rs. 2.00 Cr (Rupees Two Crore) only duringthelast threefinancial years (FY 2022-23, 2023-24, 2024-25 with a valid UDIN number		
14	Copies of UDYAM Registration certificate		

As per

15	Willing to carry out assignments as per the scope of work of the TCN	YES	
16	Willing to accept all the terms and conditions as specified in the TCN	YES	

**Authorized Signatory
with Date and Seal** :

Name : _____

Designation : _____

Address of Bidder : _____

Contact Number of Bidder : _____

Email id of Bidder : _____

Bidders should submit the required supporting documents as mentioned above. Non- submission of required documents as listed above will lead to rejection of the bid.

As New

Tech-3: OEM's General Details

Sl. No.	Description	Full Details	Page No.
1	Name of the OEM		
2	Address for communication: Contact No: Email id:		
3	Copies of PAN/TAN		
4	Copies of Goods and Services Tax Identification Number(GSTIN)		
5	CA certificate certifying that the Firm should have an average annual turnover of Rs. 4.00 Cr (Rupees Four Crore) only during the last three financial years (FY 2022-23, 2023-24, 2024-25 with a valid UDIN number		
6	Bid Specific Manufacture Authorization Certificate in the OEM Letter Head issued in favour of Bidder for each items i.e. Aluminum products, Stainless Steel & Pressure Cookers.		
7	Copies of ISI mark certificate of each category.		
8	Copies of Factory & Broiler License / Production Certificate or equivalent certificate from the competent authority certifying that the OEM has own its production unit in India		
9	Copies of ISO 9001:2015 (Quality Management)		
10	Copies of ISO 14001:2015 (Environmental Management)		
11	Copies of UDYAM Registration certificate		
12	Matrix: A dedicated Escalation Matrix with phone numbers for service support must be provided by both the Bidder and OEM		
13	Willing to carry out assignments as per the scope of work of the TCN	YES	
14	Willing to accept all the terms and conditions as specified in the TCN	YES	

Authorized Signatory :
with Date and Seal

Bidders should submit the required supporting documents as mentioned above. Non- submission of required documents as listed above will lead to rejection of the bid.

AS New

Tech4: Bidder's Financial Details

Financial Information(In Crores)				
Details	FY 2022-23	FY 2023-24	FY 2024-25	Average
Turnover (in Crores)				
Supporting Documents: <i>Audited certified financial statements for the last three FYs(Submission of copies of Financial statement and Balance Sheet for the respective financial years is mandatory along with this form)</i> <i>Filled in information in this format must have to be jointly certified and sealed by the CA andThe authorized representative of the bidder and to be furnished in original along with the technical proposal failing which the proposal will be out rightly rejected.</i>				

Signature and Seal of the Company Auditor /Chartered Accountant with Date in original Name of Chartered Accountant with Dateinoriginal(withMembershipNo. & valid UDIN)

[In full initials with Date and Seal]: _____

Bidders should submit the required supporting documents as mentioned above. Non-submission of required documents as listed above will lead to rejection of the bid.

AS/Neo

Tech5: OEM's Financial Details

Financial Information(In Crores)				
Details	FY 2022-23	FY 2023-24	FY 2024-25	Average
Turnover (in Crores)				
Supporting Documents: <i>Audited certified financial statements for the last three FYs (Submission of copies of Financial statement and Balance Sheet for the respective financial years is mandatory along with this form)</i> <i>Filled in information in this format must have to be jointly certified and sealed by the CA and The authorized representative of the bidder and to be furnished in original along with the technical proposal failing which the proposal will be out rightly rejected.</i>				

Signature and Seal of the Company Auditor /Chartered Accountant with Date in original Name of Chartered Accountant with Date in original (with Membership No. & valid UDIN)

[In full initials with Date and Seal]: _____

Bidders should submit the required supporting documents as mentioned above. Non-submission of required documents as listed above will lead to rejection of the bid.

As New

TECH-6

(BIDDER'S / OEM'S PASTE EXPERIENCE DETAIL for last three years)

Sl. No.	Name of the Project* Work Order number & Date	Name of the Client	Project Start Date	Project Complete Date	Project Cost (In Lakhs)	Type of supply provided
1						
2						
3						
4						
5						
6						

(*Photo copies of Work Orders/ Sanction Orders/ MOUs/ Completion Certificates of equivalent projects to be attached as documentary proof along with page number in the proposal. More lines can be added for enumerating experience as required.)

Authorized Signatory [In full initials with Date and Seal]: _____

Communication Address of the Bidder: _____

AS/10/20

FORMAT FOR CERTIFICATE THAT BIDDER IS NOT BLACKLISTED

IM/s.

.....(the name of the Bidder and addresses of the registered office) hereby certify and confirm that we or any of our promoter's/ chief executive officer/ directors/ managers are not barred or blacklisted by any government or government instrumentality or public sector in India or in any other jurisdiction to which we or our Affiliates belong or in which we or our Affiliates conduct business from participating in any project or being awarded any contract, either individually or as member of a consortium and no such bar or blacklisting subsists as on the Proposal Due Date.

We further confirm that we are aware our interest for supplying of different items (Honda, Rice Stainer, Pitha Patia, Jally Chatu, Tray Stand, Steel Bucket, Kodei, Serving Tray, Steel glass, pressure cooker, steel basin,) at SSD School hostels in Rayagada District would be liable for rejection in case any material misrepresentation is made or discovered with regard to the requirements of this TCN at any stage of selection and/or thereafter during the term of the Contract.

Dated this..... Day of....., 2026

Authorized Signatory [In full and initials]: _____

Name and Designation with Date and Seal: _____

Signature: _____

A. S. Rao

Tech-7

MANUFACTURERS' AUTHORISATION FORM

No _____/2026

Date _____

To

**The District Welfare Officer
Rayagada.**

Ref.: Tender Call Notice No. _____/2026

Date. _____

Dear Sir/Madam,

We _____, who are established and
reputed manufacturers of _____ having office at (Address _____ of
office) hereby authorize M/s. _____ (Name and address of Firm) to submit a bid and sign
the contract with you against the Tender Call Notice No. _____ Date _____ and supply the
products manufactured by our company.

We hereby extend our full guaranty and warranty as per general conditions and
special conditions of contract for the goods and services offered by the above firm against this bid.

Yours faithfully
(Signature for and on behalf of man
ufacturers)

Note: This letter of authority should be on the letter head of the manufacturers and should be signed by a
person, competent and having the power of attorney to bind the manufacturers. It should be included by the Bidders
in its bid.

As above

Fin1: Covering Letter

(On Bidder's Letter Head)

[Location, Date]

To,

**The District Welfare Officer,
Rayagada, Pin-765001, Odisha**

Sub: Regarding selection of Firms/ Suppliers/Dealer/ Original Equipment Manufacturers (OEMs) for supplying of different items (Honda, Rice Strainer, PithaPatia, JallyChatu, Tray Stand, Steel Bucket, Kodei, Serving Tray, Steel glass, pressure cooker, steel basin,) at SSD School hostels in Rayagada District. [FINANCIALPROPOSAL]

Sir/Madam,

I, the undersigned, offer to provide the supply for _____ [Insert title of assignment] in accordance with your Request for Proposal No. _____, Dated. _____. Our Financial proposal is attached.

I do hereby undertake that, in the event of acceptance of our bid, the services shall be provided in respect to the terms and conditions as stipulated in the TCN Document.

Our financial proposal shall be binding upon us subject to the modifications resulting from contract negotiations, up to expiration of the validity period of the proposal of 12 months. I have carefully read and understood the terms and conditions of the RFP and do here by undertake to provide the service accordingly.

I understand that you are not bound to accept any proposal you receive. I remain,

Yours faithfully,

Authorized Signatory [In full and initials]:

*Name and Designation of Signatory with Date
and Seal: Address of the Bidder:*

Azkeer

Fin 2: Summary of Financial Proposal

Name of the Bidder: _____

TCN NO: _____, Date: _____

All the prices quoted below are inclusive of all taxes, transportation, labour and other charges if any.

Sl. No.	Name of Item	Description	Capacity	Quoted Rate inclusive of all taxes, transportation, labor & other charges per pc. (in Rs.)
1	Aluminum Honda	Outer Dia - 37 inch, Height - 18.50 inch, Minimum Weight - 33Kg or above	Cooking Capacity 50 kg Rice	
2	Aluminum Honda	Outer Dia - 33 inch, Height - 16.50 inch, Minimum Weight - 26 Kg or above	Cooking Capacity 25 kg Rice	
3	Aluminum Honda	Outer Dia - 27 inch, Height - 13.50 inch, Capacity - 200 LTRS, Minimum Weight - 14Kg or above	Cooking Capacity 15 kg Rice	
4	Aluminum Honda	Outer Dia - 22.5 inch, Height - 11 inch, Capacity - 60 LTRS, Minimum Weight - 10Kg or above	Cooking Capacity 10 kg Rice	
5	Steel Rice strainer	Good Quality weight-5kg or above	Rice Capacity 25kg	
6	Steel Rice strainer	Good Quality weight-3kg or above	Rice Capacity 13kg	
7	Steel Pita Patia (Big size)	Good Quality (Piece), Minimum Weight - 1.60 kg or above	Big Size	
8	IronJallyChatu (Big size)	Good Quality (Piece), Minimum Weight - 2 Kg or above	Big Size	
9	Steel Tray Stand	Good Quality (4 shelves) Heavy Stainless Steel - 304 Grade	Arranging capacity of 100 Nos. Of Trays	
10	Steel Bucket (Stainless)	Good Quality, 12 Liters capacity, Weight- 1kg or above	12 litres	
11	Aluminum Kadai Handle with Lid	Hand with Lid Inner Dia - 36 Inch, Weight - 15 kg or above	Cooking Capacity 25Kg rice	
12	Aluminum Kadai Handle with Lid	Handle with Lid Inner Dia - 30 inch, Min.weight-11 kg or above	Cooking Capacity 15Kg rice	

Asst

13	Steel Tray (Stainless)	Good Quality (Rectangular in Shape, with Five partitions and compartment) Min. Weight 500gm or above	Normal	
14	Steel Glass(Stainless)	Good Quality(piece) 200 MI Capacity, Min. Weight - 100gm Above	200 ml	
15	Pressure Cooker	Branded item, Capacity - 22 Liters	22 Litters	
16	Pressure Cooker	Branded item, Capacity - 10 Liters	10 Litters	
17	Steel Basin	Good Quality Min.weight - 1 Kg or above	Rice Capacity 3kg	

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).

Seal &Signature of the Bidder

Date:

Place:

ASU

SELECTION PROCESS OF BIDDER:

A Tender-cum-purchase Committee has been constituted for the selection of Authorised dealers/firms/suppliers/OEMs. The committee will adopt a three stage process for selection of Authorised dealers. In the 1st stage the Technical Bids will be scrutinized and the eligible firms will be shortlisted for the 2nd stage. In the 2nd stage, the samples of the technically qualified bidders will be inspected by the Purchase Committee and whose samples are found matched with the data sheet/specification will be shortlisted for the 3rd stage. In the 3rd stage, the Financial Bids of the shortlisted firms will be opened by the Tender-cum-Purchase Committee and the firms having lowest quoted rate in Financial Bid will be selected. The Financial bid will be evaluated item wise. In case of more than one lowest bidder found for an item, lowest bidder shall be selected through a transparent system of lottery by draw of lots.

On completion of selection process, the firm(s) selected shall be awarded with the contract for supply of different items at SSD Hostels by issuing the Letter of Award (LOA) by DWO, Rayagada. The firm should furnish a letter of acceptance to the DWO, Rayagada within 7 days of the issuance of LOA along with requisite performance security deposit as mentioned in the TCN. In absence, the contract will be cancelled and in such case, the competent authority will take appropriate decision as per the prevailing rules.

Asileed 27/4/26
District Welfare Officer
Rayagada