

COLLECTORATE, RAYAGADA
(SOCIAL WELFARE SECTION)


Letter No 2133 /XXIII/04/2026

Date: 08.05.2026

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

Sealed quotations are invited from interested reputed Suppliers/Dealer and Original Equipment Manufacturers (OEMs) for supply of Other Components such as (Anti Skir door mat, Cooking Utensils, Plates, Spoons, Small bowls, Shoe stand, Mirror, Wash basin, Analog clock) to the approved AWCs under Saksham Anganwadi initiative of Rayagada District for the year 2022-23. The list of required items and their offset price are enclosed at Annexure-I.

The quotation completed in all respect must be received by this office only through **Registered Post / Speed Post** addressed to the Office of DSWO, Rayagada **on or before 22.05.2026 by 01.00 P.M.** **The quotations will be opened on 26.05.2026 at 10.00 A.M** in presence of the bidders or their authorized representatives who wish to be present. No other mode of submission of quotation is allowed. The quotation application form containing the General bid information and Terms and conditions can be downloaded from District website **www.rayagada.odisha.gov.in** from **08.05.2026 onwards.**



08.05.2026
District Social Welfare Officer,
District Social Welfare Officer
Rayagada

Memo No. 2134/2026

Dated 08/05/2026

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 / Joint Director-Cum-DIO, NIC, Rayagada for information and necessary action.


08.05.2026
District Social Welfare Officer,
District Social Welfare Officer
Rayagada

Memo No. 2135 /2026

Dated: 08/05/2026

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.


08.05.2026
District Social Welfare Officer,
District Social Welfare Officer
Rayagada

Memo No. 2136/2026

Dated: 08/05/2026


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 request to publish the same on the District Website (<https://rayagada.odisha.gov.in>) for information of the general public.


08.05.2026
District Social Welfare Officer,
District Social Welfare Officer
Rayagada

Memo No. 2137/2026

Dated: 08/05/2026


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


08.05.2026
District Social Welfare Officer,
District Social Welfare Officer
Rayagada

Memo No. 2138/2026

Dated: 08/05/2026

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


08.05.2026
District Social Welfare Officer,
District Social Welfare Officer
Rayagada

**GENERAL TERMS & CONDITIONS FOR PROCUREMENT OF
ITEMS UNDER "OTHER COMPONENTS"**

1. **Cost of Quotation Paper** : The participated authorized dealers & suppliers / OEMs shall have to pay Rs. 2000/- (Rupees Two Thousand 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. **Earnest Money Deposit (EMD)** : The bidding firm also have to submit an **EMD** for an amount of **Rs.1,60,000/-**(Rupees One Lakh Sixty 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 bidder 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 OTHER COMPONENTS**". 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. **One Bid per Bidder** : 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 and Annexure 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 **22.05.2026 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 **26.05.2026 at 10.00 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:** Payment shall be made after successful delivery of the materials to the concerned CDPOs of Rayagada District. The delivery challans/bills shall be submitted individually to the respective CDPOs. The quantity of items and **block-wise delivery locations** shall be provided to the successful bidder at the time of award of contract. Accordingly, payment shall be released by the concerned CDPOs after approval of the DSWO, Rayagada.

13. **Work experience:** The OEM or the bidder must have prior work experience of supplying similar products worth at least Rs. 20 Lakh or more to Government Departments or PSUs within the last 03 years (FY 2022-23, 2023-24, 2024-25). The Work Orders and delivery proofs to be submitted.

14. **Company & financial eligibility:** The Bidder must have a physical presence and active commercial activities in Odisha for at least 1 year (Documentary proof required).

15. **Bidder Turnover:** The Average Annual Turnover of the bidder must be at least Rs. 40.00 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.

16. **Quoted Price:** The quoted Unit Price shall be inclusive of all Taxes, duties and Charges.

17. **Validity of Quotation:** The Quotation shall be valid for a minimum period of **six (06) months** from the date of Opening of the Quotation.

18. **Advance payment:** No advance payment shall be made under any circumstances.

19. **Delivery:** The materials shall be delivered within **30 days** from the date of awarding the Work Order and the bidder has to submit **a declaration regarding delivery of the materials within 30 days**. The materials shall be delivered by the Bidder as per the specification mentioned and also in good condition to the buyer along with **Challan in duplicate and Bill in triplicate**.

20. **Required Documents for Payment:** Payment will be processed only upon submission of Two self-inking carbon copies of the GSTIN-compliant invoice along with the vendor's bank account details. Any other documents as may be required by the payment authority.

21. **Quality Responsibility:** The successful bidder shall bear overall responsibility for ensuring the supplied goods conform fully to the tender specifications or Better. If the goods supplied are not in full conformity, the DSWO, Rayagada reserves the right to impose penalties including: **Cancellation of order, Forfeiture of EMD. Initiating blacklisting proceedings**

22. **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.

23. **Warranty:** The items shall carry a manufacturer's warranty of **minimum one year** from the date of supply. If any item found to be defective during the warranty period, the same shall be replaced within 10 days with free of cost. **An undertaking must be provided in this regard on Rs. 100/- Non Judicial stamp paper.**

24. **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

25. **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.

26. **Authenticity of Information:** All information, documents, and declarations uploaded, submitted, or supplied by the bidder shall be deemed true and correct to the best of their knowledge and belief. Any false declaration may result in disqualification. Any bid found incomplete in any respect or lacking required information/documents is liable for summary rejection.



27. 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 and in such case the bidder will be blacklisted and EMD will be forfeited**
- To relax or withdraw any of the terms and condition mentioned above so as to overcome the problem encountered at a later stage

28. Legal jurisdiction:

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


District Social Welfare Officer,
District Social Welfare Officer
Rayagada
Rayagada

Annexure – 1B

REQUIRED ITEMS AND THEIR OFFSET PRICE

Sl. No	Items under “Other Components” of the Saksham Anganwadi initiative	Unit cost (In Rs)
01	Anti-skid Door mat (Material- Rubber, dimension: 2 x 3ft)	500/-
02	Cooking utensils for preparation of 1. Rice (Stainless steel Dekchi with lid, diameter 13” and height 6.5” with thick Base), 2. Dal (Stainless steel Dekchi with lid, diameter 13” and height 6.5” with Thick Base) and 3. curry (Stainless steel Kadhai with lid, 5-liter capacity)	4600/-
03	25 number of plates (@80 per plate)-	2000/-
04	25 number of glasses (@40 per plate)-	1000/-
05	30 number of spoons (@20 per spoon)-	600/-
06	25 number of small bowls (@40 per bowl)-	1000/-
07	Shoe stand	1000/-
08	Mirror (3 ft * 1.5 ft) The mirror shall be fixed firmly On the wall	1500/-
09	Low height stainless steel wash basin(18*12 inches), Including installation, tap and pipe	2500/-
10	Analog wall clock (diameter 18 inch)	600/-
	Total	15,300/-


08.05.2026
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 _____
OfRs. _____ 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. GSTINNo. : _____

(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 (In Nos.)	Quoted Price per unit inclusive of all taxes & other charges (In Rs.)	Total Quoted Price (In Rs.)
01	Anti-skid Door mat	Material: Rubber, Dimension: 2 x 3 ft	01		
02	Cooking Utensils Stainless steel Dekchi withlid	Diameter 13" and height 6.5" with thick Base.	01		
	Stainless steel Dekchi withlid	Diameter 13" and height 6.5" with Thick Base	01		
	Stainless steel Kadhai withlid	Stainless steel Kadhai with lid, 5-liter capacity	01		
03	Plates	Stainless steel	25		
04	Glasses	Stainless steel	25		
05	Spoons	Stainless steel	30		
06	Small Bowls	Stainless steel	25		
07	Shoe stand	-----	01		
08	Mirror	(3 ft * 1.5 ft) , The mirror shall be fixed firmly On the wall	01		
09	Wash basin	Low height stainless, (18*12 inches),Including installation, tap and pipe.	01		
10	Analog wall clock	Diameter 18 inch	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 1B**).

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

Annexure- III

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: