



**Govt. of Odisha
Department of W&CD and Mission Shakti
Odisha State Child Protection Society, (OSCPS)
Mission Shakti Bhawan, Gandamunda, Pokhariput,
Bhubaneswar- 751030**

**Ph.No.2353122/2353049
E-mail-ao.oscps.od@nic.in**

No. 459/OSCPS/TIA/0079/2020

Dt. 03.03.2021

TENDER CALL NOTICE

Sealed Tenders are invited from interested Registered Firms for the Printing and supply of IEC Materials for Odisha State child Protection Society, (OSCPS). The Tender completed in all respect shall be deposited in the office of Director, Odisha State child protection Society, OSCPS, Mission Shakti Bhawan, Gandamunda, Bhubaneswar-751030 on or before Dt. 24.03.2021 by 4 P.M. through Registered Post / Speed Post only. The application form of the Tender containing General Bid information and terms & conditions can be downloaded from the website- www.wcdodisha.gov.in from 04.03.2021 to 24.03.2021. The authority reserves the right to modify/cancel the Tender at any point of time.


23/21
Director

Odisha State Child Protection Society



**TENDER CALL NOTICE FOR PRINTING AND SUPPLY OF POSTERS ON
"PANCHAYAT LEVEL CHILD PROTECTION COMMITTEE" UNDER THE SCHEME
ICPS FOR ODISHA STATE CHILD PROTECTION SOCIETY**

**Odisha State Child Protection Society
Department of W&CD and Mission Shakti, Govt. of Odisha
Mission Shakti Bhawan, Gandamunda, Pokhariput,
Bhubaneswar-751030**

SCHEDULE OF TENDER CALL NOTICE

Period of issue of Tender Call Notice	From Dt. 04.03.2021 to Dt. 24.03.2021
Last date & time for submission of proposals	Date: 24.03.2021 by 4.00 P.M.
Place of submission of completed proposals	Odisha State Child Protection Society, Mission Shakti Bhawan, Gandamunda, Pokariput, Bhubaneswar-751030 Ph No.0674-2353122
Mode of submission	In Sealed cover super scribing the specific category on the outside cover through Speed Post or Registered Post only
Place, Date & Time for opening of Technical Bid	Odisha State Child Protection Society, Mission Shakti Bhawan, Gandamunda, Pokariput, Bhubaneswar-751030 Ph No.0674-2353122 Date 25.03.2021 Time 11.00 A.M.
Place, Date & Time for opening of Financial Bid	Odisha State Child Protection Society, Mission Shakti Bhawan, Gandamunda, Pokariput, Bhubaneswar-751030, Ph No.0674-2353122 Date 25.03.2021 Time 3.00 P.M.
EMD	Rs.10,000/- in shape of DD in favour of Director, Odisha State Child Protection Society(OSCPS) payable at Bhubaneswar
Performance Security Deposit	2 % of the Price quoted to be awarded in shape of DD in favour of Director Odisha State Child Protection Society (OSCPS) payable at Bhubaneswar



Additional Director, OSCPS

TENDER DOCUMENT

1. Sealed Tenders are invited in the prescribed format from the Registered Firms having PAN and valid GST certificate for **"PRINTING AND SUPPLY OF POSTERS ON PANCHAYAT LEVEL CHILD PROTECTION COMMITTEE "** for the office of Odisha State Child Protection Society as specified in annexure-A.

2. BID PRICE

- (a) The contract shall be for the full quantity as described requirement.
- (b) All duties, taxes and other levies payable by the contractor under the contract shall be excluded in the total price and Taxes, if any, shall be mentioned separately.
- (c) The rates quoted by the bidder shall be fixed for one year and shall not be subject to adjustment on any account.
- (d) The prices shall be quoted in Indian Rupees only.
- (e) Quotation shall be evaluated taking all the items including transportation cost to the destinations mentioned in annexure-A.
- (f) The transportation cost includes loading and unloading of materials to the destinations specified in annexure-A.

3. ELIGIBILITY CRITERIA OF THE BIDDER:-

- 3.1. The bidder shall furnish the following documents to establish the bidder's eligibility.
 - (a) PAN Number (Self attested photo copy to be attached)
 - (b) GST Registration (Self attested photo copy to be attached)
 - (c) Self attested photo copy of latest GST Return (As a proof of existence).
 - (d) Price Bid in the prescribed format duly signed and sealed.
 - (e) Undertaking that the firm has not been debarred/ blacklisted by any Govt. Organisation/Semi Govt. Organisation/PSUs.
 - (f) Self attested photo copy of GST return of any of the last 3 years as mentioned in point 3.5 below.
- 3.2. The prices quoted should be quoted as specified in the financial bid exclusive of all taxes.
- 3.3. Samples outside the seal envelope will not be accepted in any circumstances.
- 3.4. EMD as mentioned in point 6.
- 3.5. Annual Turnover in any of last 3 years from 2017-18, 18-19,19-20 should be above 15 lakhs. GST Return should be attached in support of the same.
- 3.6. Tender received late and incomplete will not be considered. The bidder should sign and stamp each page of the tender document.

The documents are to be arranged serially as per the order mentioned above in point 3 duly signed and sealed in each page.

4. VALIDITY OF TENDER BID:-

Tender bid shall remain valid for a period not less than 120 days after the last dates as specified in the tender document.

5. **EMD:** Earnest Money Deposit: The bidder must submit the EMD of Rs. 10,000/- only in shape of DD in favor of Director, Odisha State Child Protection Society. The EMD shall be refunded to all bidders without interest money after awarding of the order.

6. Performance security:

The bidder shall furnish bid security of 2% of the price quoted by the selected bidder. However, EMD submitted by the agency at the time of submission of tender may be adjusted to the performance security amount. If firm fails to provide service as mentioned in specification (Annexure -A), security money will be forfeited. The security money will be refunded after successful execution of the contract within 30 days after successful completion of assignment.

7. EVALUATION OF TENDER:-


Technical bid shall be evaluated first for those bidders who qualify the minimum eligibility criteria as per point number 3. Technical evaluation shall be evaluated based on bidders credential. Financial proposal shall be opened after technical evaluation. The bidders qualifying technical evaluation, their financial bid shall be opened. In financial bid, the bidder with lowest cost will be awarded with work order. **However, in case two bidders quote the same lowest price, then successful bidder will be selected through Lottery.**

The bidder shall furnish the following documents with proper seal and signature, conform to the terms and conditions and specification and submit the documents as per the prescribed format.

- **EMD** as mentioned in point number 5.
- **Self attested photo copy of PAN**
- **Self attested photo copy of GST Registration**
- Self attested photo copy of latest **GST Return and for 3 years (2017-18 to 2019-20)**
- Annual turnover in any of last three years should be more than 15 lakhs (Copy of GST return to be attached).

8. AWARD OF PURCHASE ORDER:-

- 8.1. The purchase order will be placed to the sealed bidder (s) whose bid has been determined to be substantially responsive, technically qualify and who has offered the lowest evaluated bid price. The quotations would be evaluated for all the items together including transportation cost to the destinations specified.



- 8.2. The bids are liable to be rejected if any of the above conditions are not complied with proper required documents.
- 8.3. The bidder whose bid is accepted will be notified of the award of contract by the purchaser prior to expiration of the tender validity period. The terms of the accepted offer shall be incorporated in the purchase order.
- 8.4. Notwithstanding the above, the OSCPS reserves the right to accept or reject any quotations and to cancel the bidding process and reject all tenders at any time prior to award of purchase order.
- 8.5. Any legal disputes arising out of this are subject to jurisdiction of Bhubaneswar only.
- 8.6. The Bidder shall quote their price of the items as specified in Financial Bid excluding tax and should mention tax amount separately.

9. Payment terms and condition:

The selected agency shall have to deliver the materials at the specified destination as mentioned in annexure-B and to submit bill/invoice along with delivery challan acknowledged by the concerned district authority for release of payment. Payment shall be done within 15 days of successful completion of project.

10. The tender has been invited in two bid System i.e; Technical bid and Financial bid. The interested agencies are advised to submit two (2) separate sealed envelopes super scribing "TECHNICAL BID FOR PRINTING AND SUPPLY OF POSTERS ON PANACHAYAT LEVEL CHILD PROTECTION SOCIETY" and "FINANCIAL BID FOR PRINTING AND SUPPLY OF POSTERS ON PANACHAYAT LEVEL CHILD PROTECTION SOCIETY" to Odisha State Child Protection Society, Mission Shakti Bhawan, Bhubaneswar. Both sealed envelopes must be kept in a sealed third envelope super-scribing "PRINTING OF POSTERS ON PANCHAYAT LEVEL CHILD PROECTION SOCIETY".
11. Interested bidder(s) may submit their sealed tender in the prescribed format mentioning "PRINTING OF POSTERS ON PANCHAYAT LEVEL CHILD PROECTION SOCIETY" on cover of the envelop to the Odisha State Child Protection Society, Mission Shakti Bhawan, Gandamunda, Pokariput, Bhubaneswar-751030 latest by 24.03.21 up to 4.00 PM.

12. We look forward to receiving your quotations and thank you for your interest in this project.


2/3/21
Director

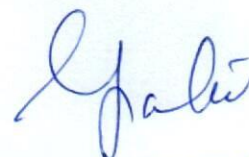
Odisha State Child Protection Society

BIDDER'S INFORMATION

TECHNICAL BID FORM-A

1	Name of the Organization:	
2	Full address of Supplier's shop/showroom Telephone / Mobile no.: Fax no. : Email Address	
3	Type of Firm: Proprietorship/ Private Ltd.	
4	PAN No. (Copy to be attached) (YES/NO) Please give details	
5	GST Registration Certificate (Y/N) ,Please give details	
6	Copy of latest GST Return (Y/N)	
7	Annual turnover for last 3years (in INR): 2017-2018: _____ 2018-2019: _____ 2019-2020: _____ (Please enclose copies of GST returns for turnover in support of the same)	
8	Whether all documents submitted signed by the authorized signatory of the organization (Yes/No)	
9	EMD details	
10	Undertaking that the firm has not been debarred/blacklisted by any Govt.Organisation/Semi Govt.Organisation/PSUs(Attach the undertaking with signature & seal of the organization)	

Please furnish all the above mentioned certificates in technical form

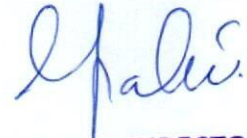


I do hereby certify that the mentioned particulars in technical bid form-A are true and correct.

Full Signature of the Bidder:

Date:

Seal



**ADDITIONAL DIRECTOR
OSCPS**

DECLARATION BY THE BIDDER

It is hereby declared that I the undersigned, have read and examined all the terms and conditions etc of the tender document for which I have signed and submitted the bid under proper lawful Power of Attorney. It is also certified that all the terms and conditions. This is also certified that our principal manufacturing firm has no objection in signing the purchase contract if the opportunity for the supply of the items against this tender is given to me/us.

Signature:

Date:

Name:

Address:

Designation:

On behalf of:



**ADDITIONAL DIRECTOR
OSCPS**

FORMAT OF PRICE BID

FINANCIAL BID FORM-B

ITEM No.	ITEMS	SPECIFICATION	UNIT	QTY	Quoted Unit Rate	Total amount in Rs. (Excluding all taxes)
01	02	03	04	05	06	07
01	Printing of Posters on Panchayat Level Child Protection Committee(PLCPC)	Annexure-A	Nos.	15000		
	TOTAL(Rs.)					
	GST(Rs.)					
	Total Cost(Rs.)					

Total bid price (excluding all taxes) in Rs. _____ (in numbers)
_____ (in words)

NOTE: The Order may increase or decrease during placing of the purchase order.

In case of discrepancy between unit price and total price, unit price shall be considered.

(A) We agree to supply the above goods in accordance with the technical specifications for total contract price of Rs. _____ (amount in figures) (Rs. _____ amount in words) within a given period from the receipt of purchase order.


(B) We agree to other terms and conditions of the tender and also confirm we will provide the materials as per the standard specified in the document.

Signature of the Bidder

Name of the Firm/ Agencies

Address

Date and Seal


ADDITIONAL DIRECTOR
OSCPs

ANNEXURE A

SL NO	GOODS	SPECIFICATION OF POSTER	QUANTITY	Place of Delivery
1	Printing Of IEC Material (Posters On Role And Responsibility Of Panchayat Level Child Protection Committee)	Size: Double Demy (22.5 X 35.5 inch) Paper :150 GSM Glossy colored Single side printing in Odia language	15,000 Copies	Odisha State Child Protection Society, Mission Shakti Bhawan, Bhubaneswar


**ADDITIONAL DIRECTOR
OSCPs**