

**OFFICE OF THE NOTIFIED AREA COUNCIL,  
PURUSHOTTAMPUR**

**No. 5079**

**Dt. 13-10-2023**

**TENDER PAPER  
FOR  
PROCUREMENT OF SANITATION  
MATERIALS**



# OFFICE OF THE NOTIFIED AREA COUNCIL

**PURUSHOTTAMPUR, (GANJAM) PIN- 761018**

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Ph. No. 06811-295222



**Letter No. 5079/NAC**

**Dated. 13-10-2023**

## **TENDER CALL NOTICE**

Sealed tender, in conformity with detailed tender call notice in two bid systems, are invited from intending farms/ manufacturers having DIC Registration Certificate/ suppliers/ Authorized Distributor/dealers having eligibility criteria as mentioned in the tender to supply the sanitation materials as per specification details mention in tender scheduled, so as reach before the Executive Officer, Purushottampur NAC through registered post/ speed post/ Courier Service/ by hand in drop box up to **01:00 PM** on Dt. **26.10.2023**. Tender documents are to be obtained from Purushottampur NAC on deposit of non-refundable cost of tender document of **Rs. 10,000/- (Rupees Ten Thousand) only** from Dt. **16.10.2023** to Dt. **24.10.2023** during office hours. The tenderers are also required to deposit EMD of **Rs. 20,000/- (Rupees Twenty Thousand) only** in the shape of DD pledged in favour of the Executive Officer, Purushottampur NAC along with the tender. The tender document can also be seen and downloaded from the website <https://nacpurushottampur.in> from Dt. **16.10.2023** to Dt. **24.10.2023**. The technical bid will be opened at 02:00 PM on Dt. **26.10.2023** in the presence of the tenderers or their authorized representatives. Purushottampur NAC will in no way, be responsible for any delay in receipt of tender documents. Tenderers qualified in the technical papers will be allowed to open their financial bid cover at **03:00 PM** on Dt. **26.10.2023** in the presence of tenderers. The undersigned reserves the right to cancel the tender at any time without assigning any reason thereof.

The tenderer who obtains the tender documents from the website needs to submit the paper cost @ **Rs. 10,000/- (Rupees Ten Thousand) only** (Non-refundable) in the shape of D.D. drawn in favour of the Executive Officer, Purushottampur NAC along with tender documents.

**Sd/-**  
**Executive Officer**  
**NAC, Purushottampur**

**OFFICE OF THE NOTIFIED AREA COUNCIL,  
PURUSHOTTAMPUR**

**TENDER PAPER  
PART – I  
(TECHNICAL BID)**

FOR  
PROCUREMENT OF SANITATION  
MATERIALS

## **SUBMISSION AND OPENING OF TENDER**

The tender shall be prepared and submitted separately in sealed envelopes in two parts viz-Part-I & Part-II clearly indicating on the covers Part-I (Technical bid should contain all relevant documents/ paper of tender including the cost of TP, EMD, PAN Card, GST Registration Certificate/ GST Clearance Certificate (Return copy of last three months)/ Licence/ Authorized Distributor Dealership Certificate etc.) & Part-II (Financial Bid). The cover shall be superscribed "Tender for the Work-Procurement of Sanitation Materials" addressed to the Executive Officer, Purushottampur NAC. The envelope containing the technical bid and financial bid should also superscribed accordingly. The full name of the postal address, e-mail address and telephone number/ Cell number of the tenderer shall be written on the bottom left corner of the sealed envelope. The financial bid of those will be opened who will qualify in the technical bid. If the last date of receipt and date of opening happens to be govt. holiday, then the next working day will be treated as the last date of receipt and date of opening at the same time.

Signature of the bidder with seal

Date.

**Sd/-  
Executive Officer  
NAC, Purushottampur**

**OFFICE OF THE NOTIFIED AREA COUNCIL,  
PURUSHOTTAMPUR**

**PART – I**  
**TECHNICAL BID DOCUMENT**  
(To be enveloped in separate sealed cover)

(Technical bid should contain all relevant documents/ paper of tender including the cost of TP, EMD, PAN Card, GST Registration Certificate/ GST Clearance Certificate (Return copy of last three months)/ Licence/ Authorized Distributor. Dealership Certificate etc.)

**NAME OF WORK: Supply of Sanitation Materials as specified in the tender.**

EMD Issued against in shape of TDR only. No. \_\_\_\_\_ / Dt. \_\_\_\_\_

Paper Cost Issued against Demand Draft only. No. \_\_\_\_\_ / Dt. \_\_\_\_\_

## **ELIGIBILITY CRITERIA & GENERAL INSTRUCTIONS TO TENDER**

The technical bid shall be accompanied with self-attested photocopies of the following requisite document mailing which, the bid shall be rejected out rightly.

1. Valid Regn. Certificate/ Dealer, Authorization Certificate/ Manufacturing License etc. as applicable should be enclosed (as specified in the tender scheduled).
2. GST Registration Certificate
3. PAN Card
4. GST Clearance Certificate (GSTR-3B last three months)
5. Income tax clearance certificate for the assessment year – 2020-21, 2021-22 & 2022-23.
6. The quotationer should quote the rate including all taxes and transportation charges.
7. The quotationer has to deliver the materials in good quality to the NAC Office, Purushottampur.
8. The quoted rate would stand valid for one calendar year and in this period no enhancement would be allowed.
9. The cost of tender paper Demand Draft only @ Rs. 10,000/- (Rupees Ten Thousand) only per set which is non-refundable, the paper cost clearly indicated in separate cover “**Cost of Tender paper for Procurement of Sanitation Materials**”
10. EMD sum of Rs. 20,000/- (Rupees Twenty Thousand) only in the shape of DD/ TDR pledge to Executive Officer, Purushottampur NAC should be attached along with the quotation paper.
11. The authorities have reserved the right to accept or reject all quotations received without assigning any reason thereof.

Signature of the bidder with seal

Date.

**Sd/-**  
**Executive Officer**  
**NAC, Purushottampur**

## **GENERAL CONDITION**

1. The bidders are expected to examine all the instructions, terms and conditions in the bid document. Failure to furnish all information as per the bid documents and submission of bids not substantially responsive to the bid document in every respect will be at bidders' risk and shall result in the rejection of the bid.
2. The bid is meant for the supply of sanitary materials as specified in the tender Purushottampur NAC shall have the right to float any comprehensive bid during the contract period and no party will have the right to challenge it.
3. Purushottampur NAC shall have the right to terminate the contract on the ground of supply of poor-quality materials.
4. Conditional and incomplete bid is liable for rejection.
5. Bids containing overwriting/ additions/ alterations/ erasers/ obliteration and other discrepancies should be properly attested by them.
6. Letter of authorization for representing the Reg. Firm etc. and to sign the bid document should be enclosed along with the bid document.
7. The bidder shall sign every page of the tender document and submit all of them.
8. The bidder should quote both in figures and words. Where ever, if there is deference between the rate quoted in figures and words, the rate quoted in words will be taken as correct.
9. All the documents furnished by the bidder are subject to verification from issuing authority. In case any manipulation is found, the EMD will be forfeited and steps shall be taken for black listing the bidder.
10. Name of Firm/ Person should not be mentioned in the M.R at the time of issue of T.P.

Signature of the bidder with seal

Date-

**Sd/-**  
**Executive Officer**  
**NAC, Purushottampur**

**OFFICE OF THE NOTIFIED AREA COUNCIL,  
PURUSHOTTAMPUR**

**DETAILED TENDER CALL NOTICE**

Name of the Work	Procurement of Sanitation Materials
E.M.D.	Rs. 20,000/-
Agency	As per eligibility criteria
Period of Tender	01 (One) Year
Cost of bid documents	Rs. 10,000/-
Sale of documents	From 16.10.2023 to 24.10.2023 up to 5.00 P.M.
Last date of receipt of filled-up bid documents	Dt. 26.10.2023 up to 01:00 PM
Date of opening of Technical Bid	Dt. 26.10.2023 up to 02:00 PM
Date of opening of Financial Bid	Dt. 26.10.2023 up to 03:00 PM

**Sd/-  
Executive Officer  
NAC, Purushottampur**



**OFFICE OF THE NOTIFIED AREA COUNCIL,  
PURUSHOTTAMPUR**

**TENDER PAPER  
PART – II  
(FINANCIAL BID)**

**FOR  
PROCUREMENT OF SANITATION  
MATERIALS**

# OFFICE OF THE NOTIFIED AREA COUNCIL, PURUSHOTTAMPUR

## FINANCIAL BID FORM

**(No documents should be enclosed in this bid form)**

Sl. No.	Name of the Materials	Unit	Rate	GST %	GST Amount	Total (Rs.)
1	Phenyl White	50 Ltr. per Drum				
2	Lime/ Chuck/ Pyrophyllite Powder (25 Kg.)	Per Bag				
3	Hand Gloves	Per Pair.				
4	Helmet (Yellow/ Green)	Per Pc.				
5	Mask	Per Each				
6	Bleaching Powder Gr-1 (25 Kg.)	Per Bag				
7	Uniform Jacket (Fluorescent)	Per Pc.				
8	Malathion Oil	Per Ltr.				
9	Phenyl – Black	50 Ltr. per Drum				
10	Saradi Plate (16-gauge GL sheet size 5"x8")	Per Pc.				
11	Bamboo Basket	Per Pc.				
12	Spray Machine 16 Liter Capacity	Per Each				
13	Mosquito Oil/ Larva Killer/ Kingfog	Per Ltr.				
14	Gum Boot/ Shoes	Per Pair.				
15	4" Succession Pipe for Cesspool	Per Mtr.				
16	Bush/Grass Cutter Machine and Blade	Per Pc.				
17	Garbage Covering Nylon Net	Per Pc.				
18	Crowbar (Heavy Duty)	Per Pc.				
19	Wheel Barrow (1 Cft. Capacity GI Bucket)	Per Each				
20	Kanta Phawrah	Per Pc.				
21	Phawrah	Per Pc.				
22	TATA Belcha	Per Pc.				
23	PPE Kit	Per Pc.				
24	Sanitizer	Per Ltr.				
25	Push Cart (6.4 Cft. Capacity GI Bucket)	Per Each				
26	TATA Danti	Per Pc.				
27	TATA Kodi	Per Pc.				

Signature of the bidder with seal  
Date-

**Sd/-**  
**Executive Officer**  
**NAC, Purushottampur**