

DISTRICT EDUCATION OFFICE, KEONJHAR (DPMU MDM)
TENDER NOTICE FOR ENGAGEMENT OF TRANSPORTING AGENT FOR THE YEAR 2018-19 UNDER
MID-DAY-MEAL PROGRAMME OF KEONJHAR DISTRICT

No. 3850 /Date 02.06.2018

TENDER CALL NOTICE

Sealed tenders in prescribed form are invited from the intending registered firms/authorized licensed Transport Contractors / Agents having valid common carriage certificate for undertaking transportation of rice under M.D.M. feeding Programme in Keonjhar District for the year 2018-19. The detailed tender paper along with prescribed tender schedule can be obtained from the Office of the District Education Officer-cum-District Nodal Officer, MDM, Keonjhar duly authenticated and signed by District Education Officer, Keonjhar at a non-refundable cost of Rs. 5,000.00/- (Rupees Five Thousand) only on any working day during office hours from 04.06.2018 to 25.06.2018 (working days) from 10.00 A.M. to 1.00 P.M and the Money Receipt obtained in token of purchase of tender paper in original shall be submitted along with the tender form. The detailed tender paper along with the prescribed schedule can also be downloaded from the District NIC website at (<http://www.keonjhar.nic.in>). In case of downloading the tender papers from the website, the complete detailed tender bid must be accompanied with a Demand Draft for Rs. 5000.00 (Rupees Five Thousand) only from Nationalized Bank in favour of District Education Officer, Keonjhar. The tender without original money receipt/D.D will be out rightly rejected. The detailed tender paper should be submitted with the tender duly signed by the tenderer on each and every page as token of acceptance of the terms and conditions.

The tender shall be received by the District Education Officer-cum- District Nodal Officer, MDM Keonjhar on behalf of the Collector, Keonjhar during office hour on working days from 05.06.2018 to 25.06.2018 Up to 5.00 P.M. through **REGISTERED /SPEED POST** only as per the procedure prescribed in the tender document to the following address. Tender document sent in any mode other than the above prescribed mode shall NOT be entertained in any circumstances. The District Education Officer-cum-District Nodal Officer, MDM, Keonjhar shall not be responsible for any postal delay. Tender paper received after the scheduled date and time along with telegraphic and conditional tender shall not be accepted. The tender paper will be opened on Dt. 26.06.2018 at 3.00 P.M in the Mini Conference Hall, Collectorate, Keonjhar in the presence of the Tender Committee members and the tenderer or their authorized representative on production of the letter of authorization.

The intending tenderers may choose to bid only for Keonjhar District for undertaking the transportation of rice under MDM programme from OSCSC godown to various school points within Keonjhar district for the Financial Year 2018-19.

Address for submission of Tender document:-

District Education Officer-cum-District Nodal Officer, MDM Keonjhar
 At/Po:- Keonjhar, Dist- Keonjhar, Pin:-758001

By the order of Collector-cum- Chairman


02.6.18
 Additional District Magistrate, Keonjhar

Period of sale of tender document :- from Dt. 05. 06. 2018 to 25.06. 2018 up to 5.00 P.M.

Last date for receipt of tender document:-Dt 26.06.2018 up to 1.00 P.M.

Date of opening of Technical Bid :- Dt. 26.06.2018, 3.00 P.M.

Date of opening of Price Bid :- Dt. 26.06.2018, 4.30 P.M.

The Tender papers should be submitted in a sealed envelope super scribed in as "TENDER FOR UNDERTAKING TRANSPORTATION WORK UNDER M.D.M. FEEDING PROGRAMME during 2018-19. This shall contain 3 envelopes such as Part - I: - Technical Bid :- Tender Paper, Tender Documents and Annexure, Part - II:- E.M.D. & money receipt/D.D. in original, Part - III:- Price Bid with point of reference.

TERMS AND CONDITIONS OF THE TENDER

1. The Tenderer shall carefully go through all the terms and conditions of the tender documents and submit the tender papers correctly and in complete form. The tender paper should be filled in properly and legibly without any correction/overwriting. No opportunity shall be given to the tenderer to rectify or amend any defect detected at the time of scrutiny. The rates should be written both in words and figures in the Price Bid form. The rate quoted should be final and the tenderer shall not be allowed to change the same under any circumstances.
2. "No individual, company, firm, corporation shall participate in the tender process unless it possesses valid common carriage certificate.
3. The successful tenderer shall be required to lift Rice from the nearest OSCSC Godown and carry the stock to the School points directly without any intermediate point of storage.
4. The Transport Contractor shall arrange vehicles and prepare route chart accordingly in accordance with the distribution and diversion order handed over to him by the concerned BEOs.
5. It is the responsibility of the transporting agent to lift the rice from OSCSC Godown and to deliver the same to the School points on proper weighment in the presence of the members of the Janch Committee, if any, as per the diversion order supplied by concerned BEOs. In no case short supply of rice to the School point shall be entertained. The agent will be held responsible for any shortage and damage noticed, during transit. The quality and quantity of the foodstuff being transported can be inspected by the Govt. officials authorized by the Collector during transit, and at the delivery point. The authorized Officer shall also ensure and authenticate receipt of FAQ rice with proper quantity.


(Signature of the Issuing Officer)

(Signature of the tenderer)


6. The tenderers should submit the following documents along with the tender paper. In the absence of any document/Tender paper in the technical bid, it will be out rightly rejected. The tenderer shall have to produce the original documents, if necessary, before the Tender Committee for verification.
- i) The tenderer has to sign each and every page of the tender paper annexure and put his seal as token of acceptance of the terms and conditions of the tender. Only the documents as detailed at checklist (Annexure – II) shall be signed by the tenderer and shall be attested by the Notary Public & treated as part of tender document.
 - ii) Original money receipt in support of purchase of the tender documents from the office of the District Nodal Officer, MDM-cum- District Education Officer, Keonjhar. or in case of downloading of the documents from the website, the tender bid must be accompanied by a D.D. for Rs.5000.00/- (Rupees Five thousand only) in favour of District Education Officer, Keonjhar drawn in any scheduled nationalized bank.
 - iii) Attested copy of the valid common carriage certificate issued to the tenderer under Odisha Motor Vehicle Act-1990/Carriage by Road act-2017.
 - iv) Attested copy of valid PAN Card and Income Tax Return for last 2 years.
 - v) GST registration Certificate and EPF code No. with 3month challan copy.
 - vi) Attested copy of Solvency Certificate for Rs.50.00 lakh (Rupees Fifty lakh) only valid for 2018-19, from the competent Revenue authority. List of movable and immovable property with particulars basing on which the solvency certificate issued.
 - vii) Valid Labour Licenses & shop & commercial/attested of service tax Registration certificate.
 - viii) Certificate from any Govt. Organization about past experience and performance of the Tenderer in transportation of rice or any food materials.
 - ix) Earnest Money of Rs. 25,00000 /- (Rupees Twenty Five lakh) only in shape of NSC/Term Deposit duly pledged in favor of District Education Officer, Keonjhar, shall be furnished along with the tender paper. No request for transfer or any previous deposit or adjustment of earnest money for any claim payable will be entertained. Any deviation to the above stipulation will entail complete rejection of the tender paper. No tenderer shall be allowed to withdraw his tender/Earnest Money Deposit until the tender is finalized. In case the successful tenderer refuses, to be the Transporting Agent after acceptance of his tender then the Earnest Money Deposited by him will be liable for forfeiture.


(Signature of the Issuing Officer)

(Signature of the tenderer)

The E.M.D of the unsuccessful tenderers, shall be refunded after finalization of the tender. E.M.D of the successful tenderer will be adjusted towards the security Deposit and will be released after successful completion of contract period, settlement of payment thereof and audit of such account and receipt of audit clearance thereof. The successful tenderer shall deposit security deposit for Rs.25, 00,000/- (Rupees Twenty five Lakh) before entering into an agreement with the District Education Officer-cum-District Nodal Officer(MDM) Keonjhar. The Collector / District Nodal Officer, MDM-cum-District Education Officer, Keonjhar is not liable for payment of any interest on the Security Deposit or any depreciation thereof. The breach of any terms and conditions as per agreement and failure/unwillingness to undertake transportation work by the selected tenderer within the time limit after acceptance of his tender may lead to forfeiture of the security deposit.

- x) Apart from submitting the list of at least three owned transport vehicles with attested Xerox copies of R.C. Book and fitness certificate with tender, the tenderer shall furnish the following document with the tender.
- xi) Certified copy of partnership deed / articles of association / memorandum of association byelaw as applicable.
- xii) Copy of certificate of registration from registrar of companies in case of company and certificate of registration from IGR, Keonjhar in case of partnership firm.
- xiii) The tenderer should not be Rice Miller/ Retailer of PDS rice. Further the tenderer shall not be involved in any criminal case amounting to moral turpitude, vigilance case and is not blacklisted by any State or Central Government, by Central or State Agency or Undertaking which shall be a disqualification for selection as Transport Contractor. To this effect the tenderer shall furnish an affidavit in the prescribed format (Annexure IV).
- xiv) Original document as per the checklist (Annexure-II) shall be produced by the tenderer on the date and time of opening of tender paper and technical bid for verification by the District Tender Committee. The District Tender Committee may give reasonable time to the tenderer for production of original documents as per his / her request in genuine cases and the tender paper may be considered on the basis of photo copies of the documents enclosed and signed by the tenderers and attested by the Notary Public.


(Signature of the Issuing Officer)

(Signature of the tenderer)

- 7. The successful tenderer shall have to enter into agreement with the District Nodal Officer, MDM, Keonjhar as per the terms and conditions mentioned in the specified agreement format within 7 days of intimation of acceptance of his tender, unfailingly.
- 8. The successful tenderer shall carry the delivery chalan to the Schools with four copies and the carbon paper. One copy of delivery chalan shall be retained in the School. One copy shall be handed over to concerned BEO, one copy shall be handed over to the District Nodal Officer, MDM- cum- District Education Officer, Keonjhar for verification and payment and one copy shall be retained with the transport contractor. The receiving Officer i.e. HM / HMs of concerned School shall be asked to write the quantity of Mid-day-Meal rice in number and in words. He / She has to put the no of bags also in the delivery chalan. He / She shall acknowledge in writing the full name, designation and date also.
- 9. The District Nodal Officer, MDM-cum- District Education Officer, Keonjhar before making payment shall get the claim of Transport Contractor verified through the CRCC and concerned Block Education Officers every time.
- 10. Payment shall be made within 15 days from the date of receipt of bills complete in all respect along with distribution list duly certified by the concerned B.E.Os along with a certificate indicating the quality and total quantity of stock lifted and distributed. The Transport Contractor shall not be allowed to file his bills of Transportation Cost beyond two months of delivery of Mid-day - Meal rice. The District Nodal Officer, MDM-cum-District Education Officer, Keonjhar shall clear the bills after due verification. The verification mechanism shall always be in operation without waiting for the claim of Transport Contractor. The payment will be made subject to availability of funds and no interest will be paid for any delayed payment. No advance payment will be made.
- 11. IT deduction at Source at the time of payment of bill.
- 12. Good conducts, dealing with officials shall be an implied condition for continuance as Transporting Agent.
- 13. The Collector, Keonjhar may terminate the contract for violation of terms and conditions of agreement as well as any change of policy in the Government.


 (Signature of the Issuing Officer)

(Signature of the tenderer)

- 14. The right of acceptance of tender rests with the Collector, Keonjhar who also secures the rights to cancel or to reject any or all the tenders without assigning any reason thereof. In case of any dispute the orders/decision of the Collector and District Magistrate, Keonjhar will be final and binding.
The tenderer shall carry certified and sealed digital weighment equipment in the vehicles to every School point / delivery point while delivering the rice. The receiving Officer is duty bound to verify and satisfy himself / herself regarding the exact quantity and fair and average quality rice before acknowledgement. In case of quality below FAQ and quantity less than what is written in delivery chalan, the Receiving Officer i.e. HM/HMs of concerned School has the right and obligation to refuse and report to the higher authority. Immediately the higher authority can verify and if allegation is found true, action may be initiated against the Transport Contractor as per the mutual terms and conditions enshrined in the agreement. The rice bags shall be weighed in presence of the Janch Committee members before delivery and the actual weighment shall be acknowledged by the Janch Committee / H.M. / SHG. The digital weighing machines, shall be checked, certified and duly sealed by legal metrology Officials.
- 15. The tenderer has to declare the list of family members if member of HUF, the partners in case of partnership firm and Directors in case of Company.
(Annexure - V)
- 16. While transporting the rice in the vehicle, the agent shall display a placard pasted on the windshield in the following format.


(Signature of the Issuing Officer)

(Signature of the tenderer)

Name of the feeding Programme :- M.D.M.

Name of the Transporting Agent :-

Contact No. of the Transporting agent:-

Place of the destination :-

Complaint to be filed: - D.E.O.KEONJHAR.

17. The agent shall give prior intimation of the transporting date, time & other detail in writing.

By the order of Collector-cum- Chairman, MDM. Keonjhar


02.6.18
Additional District Magistrate, Keonjhar

(Annexure – I)

TECHNICAL BID
**FOR APPOINTMENT OF TRANSPORTING AGENT UNDER M.D.M.
PROGRAMME UNDER KEONJHAR REVENUE DISTRICT FOR THE YEAR
2018-19.**

Space for affixing self-
attested recent
passport size
photograph

- 1 Name: _____
- 2 Details of Earnest Money Deposit: NSC / Term Deposit No. _____ / Date
_____ of Rs. 5,000/- of _____ Post Office/Bank .
- 3 Name of the Proprietor / Partner /
Company / Karta of HUF / _____ : _____
(Names of all Directors /
Partners & members of HUF SHALL BE MENTIONED) _____

- 4 Full Address of Registered
Office (with Pin code) & Police Station: _____

Telephone No. _____
Mobile No. _____
FAX No. _____
E-Mail Address _____
- 5 Full Address of Operating /

Branch Office: (with Pin code)

& Police Station

Telephone No.

Mobile No.

FAX No.

E-Mail Address

6 Banker of the Tenderer

(Attach certified copy of statement of

A/c for the last six months)

Address & Telephone Number
of Banker

7. List of movable properties in the name of the Tenderer.

Sl. No.	Particular	Details of properties	Approximate Market value (in Rs.)
1	Light Vehicle		
2	Heavy Vehicle		
3	Fixed Deposits		
4	Bank deposits		
5	Securities		
6	Other		

List of Immovable properties in the name of the Tenderer.

Sl. No.	Particular	Details of properties					Approximate Market value (in Rs.)
		Khata No.	Plot No.	Mouza	R.I. Circle	Tahasil	
1	Residential Building						
2	Office / Commercial building						
3	Agriculture Land						
4	Land in Urban Area						
5	Plant and Machineries						
6	Other						

7 Details of Transport Vehicles in the name of Tenderer.

Registration number of vehicle.	Fitness Certificate Number if any.	Type of Vehicle (Heavy, Medium, Light)

- 8 PAN No. & Year of filling the latest return: _____
- 9 Registration No. in case of Company : _____
- 10 Affidavits mentioning that he / she / firm / Company / HUF is not blacklisted by any Govt. organization / undertaking or that no criminal or vigilance case is pending.
- 11 Additional information, if any (Attach separate sheet, if required)

I do hereby undertake that, I agree to the terms and conditions of the Tender Paper and document and quoted the consolidated rate for each unit towards Transportation and handling of Rice under MDM Programme as specified in the tender paper. I have enclosed the required documents duly signed and attested by the Notary Public as specified in check list.

Date:-

Signature of Tenderer / Authorized person

Place:-

Name:

Seal:

Telephone No. :

Mobile No. :

Email Address:

(Annexure –II)

CHECK LIST

Sl. No.	Name of the Document	Put "v" Mark
1	Original Tender Paper and Tender Document	
2	EMD Rs. 25,00,000/- (Rupees Twenty five lakh) & Cost of Tender Paper (Original Money Receipt & D.D. No. _____ Dt. _____)	
3	Attested Copy of Valid common Carriage certificate.	
4	Attested Copy of GST registration Certificate & valid VAT clearance certificate up to March-2019	
5	Attested Copy of Solvency Rs. 50,00,000/- (Rupees Fifty Lakh) (Movable & Immovable property)	
6	Attested Copy of Past Experience Certificate	
7	List of at least three owned Transport vehicles with attested Xerox copies of R.C. Books and Fitness Certificate	
8	Certified Copy of Partnership deed / Articles of Association / Memorandum of Association / Byelaws etc. as applicable	
9	Copy of Certificate of Registration from IGR, Keonjhar in case of Company & statement of Bank account of last three months.	
10	Authorization letter in submitting the Tender Paper on behalf of the Partnership firm / Company / Hindu Undivided family.	
11	Copy of the latest Income Tax Return and copy of PAN No. & EPF code No. with 3 months challan copy.	
12	Affidavits mentioning that he / she / firm / Company / HUF is not blacklisted by any Govt. organization / undertaking or that no criminal or vigilance case is pending against the tenderer (Annexure – IV)	
13	Declaration as to Family Members / Partner of the firm / Director of the Company (Annexure – V)	
14	Attested copy of labour license (Transport & Shop & commercial) & attested copy of service tax registration certificate.	

N.B.:- All Documents mentioned above except at Sl. No. **1, 2 & 12** have to be signed by the Tenderer and attested by any Notary Public. Sl. No. **1** shall be signed by the tenderer only and Sl. No. **2, & 12** shall be submitted in original

Date:-

Place:-

Signature of the Tenderer / Authorized Person

Name:-

Seal:-

DECLARATION

1. I _____ Son / Daughter / Wife of Sri
_____ Proprietor / Director / Partner /

Karta of HUF / Authorized Signatory of the Tenderer, mentioned above, and competent to sign this Declaration and execute this Tender Document.

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

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

Date:-

Place:-

Signature of Tenderer / Authorized Person

Full Name:

Seal:

Telephone No:

Mobile No:

Before the Executive Magistrate / Notary Public Sri _____

AFFIDAVIT

I, Sri / Smt. _____, aged about _____, S/o./D/o./W/o. _____, Proprietor / Partner / Director of M/s. _____, At _____, Po. _____, P.S. _____, Dist _____, do hereby solemnly affirm and state as follows:

- 1) That pursuant to the tender call notice Dt. _____ of District Nodal Officer, MDM–cum–District Education Officer, Keonjhar on behalf of Collector, Keonjhar for appointment of Transport Contractor for handling and transportation of rice under MDM Programme for the year 2018-19, I /My firm / Company am / is an intending bidder to participate in the said tender process and the firm is not a Rice Miller and Retailer of PDS Rice.
- 2) That as per terms & conditions of the tender documents, I am to declare that, I / my firm / company have not been blacklisted by any Central / State Govt. Organization or by any Public Sector Undertakings of the State / Central Govt.
- 3) That neither any criminal case nor any vigilance case is pending against me / my firm / company before any forum.
- 4) That this affidavit is required to be produced along with the tender paper before the District Nodal Officer, MDM–cum–District Education Officer, Keonjhar on behalf of Collector, Keonjhar.
- 5) That the facts stated above are true to the best of my knowledge and belief.

Identified by me
Deponents
Advocate

The above deponent being present before me & duly identified by Sri _____ Advocate states on oath that the facts stated above are true to the best of his / her knowledge.

Deponent

***Strike out whichever is not applicable**

Executive Magistrate /
Notary Public _____

(Annexure - V)

DECLARATION**(FAMILY MEMBERS / PARTNERS / DIRECTORS)**

I Sri / Smt. _____, aged about ____ years, Son / Daughter / Wife of Sri _____, Proprietor / Partner / Director of _____, do hereby declare that the following are the Family members / Partners of the Firm along with their family members / Directors of the Company along with their family members.

Sl. No.	Name of the Person / Partners of the Firm / Directors of the Company and his / their family members	Relationship with the tenderer

I am aware of the fact that the term "FAMILY" shall mean husband/wife, unmarried sons/daughters, married son living in the same mess (including adopted children) & dependent parents. No person shall be appointed as Transport Contractor in a District under this tender process, if he/she or any of his/her family members has commercial interest in a business relating to custom milling of rice for OSCSC Ltd. in any District under DCP scheme of Govt. of India.

I am also aware that commercial interest shall include business partnership or Company for functioning as Custom Miller for OSCSC Ltd. under DCP scheme of Govt. of India.

I declare that I / any family member / Partner along with his family member / Director along with his family member has no commercial interest with any custom Miller for OSCSC Ltd. in any District.

If the above declaration is found false / not true during the currency of the contract, I shall be liable for punishment for such breach of the contract and my agreement shall also be liable for termination. Apart from above, my security deposit may also be forfeited.

Place:-

Signature of the tenderer

Date:-

Name of the Tenderer

(POINT OF REFERENCE TO FILL UP PRICE BID)

FOR ENGAGEMENT OF TRANSPORTING AGENT FOR TRANSPORTATION OF RICE UNDER MDM PROGRAMME FOR THE YEAR 2018-19 FROM OSCSC GODOWN DIRECTLY TO THE SCHOOL POINT.

1. The Transport contractor shall be responsible for handling and Transportation of MDM rice from concerned OSCSC, godown directly to the School point.
2. No person shall be appointed as Transport Contractor in the District under this tender process, if she/he or any of her/his family members has a commercial interest in a business relating to custom milling of rice for OSCSC Ltd. under DCP scheme of Govt. of India.
3. The rate shall be a consolidated one, which shall be inclusive of cost on all the mentioned services and inclusive of insurance charges, service tax and other taxes, if any, as per the statute.
4. The Transport contractor shall quote the rates for handling and transport operation being acquainted with prevailing conditions both at OSCSC godown and delivery point such as Trucks Union, requirement of vehicle (heavy, medium, light), Labour Union, Condition of roads, Ghat roads, short distance, handling and transportation operation within a specified time, number of Schools to be covered, quantity of stock to be handled and transported, weightment of stock, inaccessible pockets, natural barriers, rates of handling charges of the labourers at CWC/OSWC godowns, hired godowns and godowns managed through CWC/OSWC and at School point. He / She shall consider all these factors and also all other factors as may be necessary for quoting his/her effective rate. The tenderer has to assess the requirement to utilize small vehicles for transportation of stock in areas where heavy vehicle cannot operate and during the restriction time of movement of heavy vehicles inside the Urban area.
5. Format for quoting the rates shall be submitted separately in a sealed cover, super scribing "PRICE BID".
6. Envelope containing **TECHNICAL BID** will be opened first and scrutinized on the day of opening of the tender paper.
7. Only Price Bid of the qualified tenderer on scrutiny of technical bid shall be considered and opened on intimation to the qualified tenderer.

(Annexure -VII)

Price Bid

Sl No.	Name of the Unit	Rate per Quintal (in figures)	Rate per Quintal (in words)
1	Keonjhar District		

- * The intending tenderers can choose to bid only for Keonjhar district.
- * Rate cannot exceed Rs. 75.00/ Per Quintal.
- * The quoted rate must be inclusive of **ALL** incidental charges.

Date:-
Place:-

Signature of tender/Authorized Person
Full Name:
Seal:

I agree to abide by the above terms and conditions

Signature of the tenderer with seal
Full Name:
Seal: