



**DISTRICT PROJECT OFFICE
SMAGRA SHIKSHA, KEONJHAR**

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TENDER CALL NOTICE

No. **762** Date **04/03/2020**

Sealed quotations are invited from identity card suppliers for printing and supply of elementary Teachers ID Card .The detailed specification, terms and conditions can be available at DPO on payment of Rs.1000.00 as tender application cost. The Detailed tender paper with terms and conditions can be downloaded at www.osepa.odisha.gov.in or www.kendujhar.nic.in. The applicant have to apply in the prescribed format of DPO,SSA Keonjhar only, latest by **19/3/2020** up to 12.00 Noon and the tender paper is to be opened at 4.00 PM of the same day. The Authority reserves the right to cancel any or all quotations without assigning any reason thereof.

Sd/-

Collector –cum- Chairperson
RTE-SSA, Keonjhar

TENDER CALL NOTICE

CLOSING DATE: **19 /03/2020 up to 12.00 Noon**

Scope of Work

There are 8563 (Eight Thousand Five Hundred Sixty Three) Teachers Identity Card to be printed, and supplied. Up to 7% of the print order quantity may be increased or decreased depending upon the requirement which will be furnished by DPC, SSA, Keonjhar.

The technical specifications of teacher ID card is as follows

- ✓ Width 3.370 Inches
- ✓ Height 2.125 Inches
- ✓ Thickness 0.30mm
- ✓ Printing Both Side Multicolour Printing
- ✓ Material Thermal Card /PVC fuse card with protection card holder /cover,
single colour printed premium quality neck lanyards

The terms & conditions will be as follows:-

1. The firms should have at least three years' experience in doing similar work.
2. The firm should have a turnover of a minimum of Rs. 3.00 lakhs per year in the past three years. Printing and supply of elementary teacher's identity card is to be made as per our specification and quality of ID card mentioned in the bid document.
3. Tender application cost is Rs.1000.00 (non- refundable) & EMD of Rs.3000.00 (Refundable) to be enclosed in tender applications.
4. EMD & Security Deposit (5% of order value) which are refundable after successful supply of printed ID Cards.
5. The Tender application money and EMD are to be made in shape of DD drawn in favour of District Project Coordinator ,SSA Keonjhar payable at Keonjhar
6. The applicant have to apply in the prescribed format of DPO, SSA Keonjhar only as provided at Annexure –A of the tender document latest by 19/3/2020 up to 12.00 Noon. Any other format will not be entertained for comparison.
7. The Last date for receipt of tender document only through Speed Post & Registered Post is 19/03/2020 up to 12.00 Noon & the same will be opened in the same day at 4.00 PM in the Mini Conference Hall of Collectorate, Keonjhar. The bidder or the authorized representative may also attend the tender opening process.
8. The Detailed tender paper with terms and conditions can be downloaded at www.osepa.odisha.gov.in or www.kendujhar.nic.in. The same can be availed from the District Project Office, SSA Keonjhar during Office Hour from Finance Section from 6/03/2020 to 18/03/2020.
9. The rate quoted must include the GST/any other taxes, duties & Transportation to 13 Block Points. Any other claims will not be entertained.

10. The I Card should last up to 03 years. The Selected firm have to provide guarantee for the said period for letters/photos/logos /QR Codes printing on dual side thermal /fused PVC cards.
11. If the selection committee decided for QR/barcode embedded card , encoded information the supplier has to provide the software and software license in favour of the undersigned in which card holders data are to be embedded and the software can be used for further modification and reprint.
12. Delivery Schedule : 13 Days for 13 Blocks (1 day for each Block)
13. Place of delivery : Office of the Block Education Officers
14. The Details teacher information and photographs will be provided by the DPO, SSA Keonjhar in hard copy in order to prepare the ID card. If a bidder desires to print the cards in District Headquarter the undersigned can also provide a convenient place for the work.
15. The bidder must submit sample/samples along with sealed tender envelope, without sample the bid document will not be taken in to consideration. The Bidder can provide more than one sample if quote more than one quality. In that cases samples should be provided in the different packets and numbered Ex: Sample 1/ Category A, Sample 2 /Category A, Sample 1/Category B, Sample 2/Category B
16. Quality is the paramount for selection of the bidder for ID card.
17. After selection, bidder has to deposit 5% order value as security money in shape of the DD , which will be refunded after coverage of guarantee period.
18. Payment : After of delivery of Cards and submission of invoice , i.e. within one month
19. TDS to be deducted from the invoice as applicable.
20. The Bid document must be submitted with valid PAN & Registration certificate
21. Conditional contract/rate will not be accepted.
22. The Quantity may vary depending upon the requirement of the District.
23. In case of any dispute, the Collector –cum- Chairperson, SSA, Keonjhar is the final conciliation authority.

Sd/-
District Project Coordinator
Smagra Shiksha, Keonjhar

All the above terms and conditions are accepted.

Seal and Signature of the Bidder.

Date.____/_____/2020

ANNEXURE-A

FORMAT FOR APPLICATION

Details of Bidders /ID Card Supplier

| Name & address of bidder | Tender application costs & EMD Details | GST Registration No |
|--------------------------|--|---------------------|
| | | |

Rates to be quoted of the following items in the prescribed format

Category A: ID Cards without QR Code /BR Code & Software

| Sl | Items for Printing | Quantity (Approx.) | Specifications | Set of Card | Type | Rate in Rs. Per I Card Set |
|----|--------------------|--------------------|--|---|-----------|----------------------------|
| 1 | TEACHERS ID CARD | | Size 3.370 Inches Width 2.125 Inches Height 0.30mm Thickness Both Side Multicolour Printing | Thermal Card /PVC fuse card with protection card holder /cover, single colour printed premium quality neck lanyards | Sample -1 | |
| | | | | | Sample -2 | |
| | | | | | Sample -3 | |

Category B: ID Cards with QR Code /BR Code & Software

| Sl | Items for Printing | Quantity (Approx.) | Specifications | Set of Card | Type | Rate in Rs. Per Id Card Set |
|----|--------------------|--------------------|--|---|-----------|-----------------------------|
| 1 | TEACHERS ID CARD | | Size 3.370 Inches Width 2.125 Inches Height 0.30mm Thickness Both Side Multicolour Printing | Thermal Card /PVC fuse card with protection card holder /cover, single colour printed premium quality neck lanyards | Sample -1 | |
| | | | | | Sample -2 | |
| | | | | | Sample -3 | |

Declaration

I Sri _____ proprietor/Partner/Director /agent of _____ hereby declare that I have read this tender document terms & condition carefully and the above particulars furnished are true and correct to the best of my knowledge /belief.

Seal and Signature of the Bidder

Date.____/____/2020