

**OFFICE OF THE NOTIFIED AREA COUNCIL CHAMPUA**

**QUOTATION CALL NOTICE**

NO. 3548 DATE- 27.09.2023

Sealed quotations in prescribe form are invited from the intending Registered firms / Entrepreneurs / Agency / Contractors / Private Companies in two bid systems towards "Supplying, fitting and installation of HEAVY FURNISHED Iron Cafe Cabin of size 25'x 10'x 8.6" made with MS structure near Bus stand of Champua NAC, for the year 2023-24" as per specification give in quotation document to the office of the NAC, Champua, so as to reach before the undersigned by 5.00 PM on dated **16.10.2023** through speed post / regd.post / courier / by hand, which will be opened at 11.00 AM on dt **17.10.2023** in the office of the NAC, Champua in the presence of available quotetioner or their authorized representative . The document schedule will be available in the Office of the N.A.C. Champua during working hour from **29.09.2023 to 13.10.2023 up to 5.00 P.M**(Except Govt. Holiday) on payment of nonrefundable cash of Rs. 5000.00. The document can also be downloaded from the official website [www.keonjhar.nic.in](http://www.keonjhar.nic.in) up to **5.00PM of 13.10.2021** for which the documents cost should be submitted in separate envelop with cost of bid document down loaded from the internet along with the bid The intending quotetioner are to submit copies of valid Registration certificate from competent authorities of the State Govt./Central Govt./PSU organization and PAN Card along with Experience Certificate of works and EMD of Rs 10000.00 (In shape of Bank Draft/ Bankers Cheque) in favour of Executive Officer N.A.C. Champuawith their quotation, failing which their quotation shall not be taken in to consideration .The undersigned reserves the right to accept in full or reject any or all the quotation without assigning any reason thereof.

*Sy P. S. M*  
27/09/23

**Executive Officer  
N.A.C., Champua**

Memo No. 3549 Dt. 27.09.2023

Copy submitted to the Collector & District Magistrate, Keonjhar/ Sub-Collector, Champua/Project Director, D.R.D.A., Keonjhar/ Tahasildar, Champua/ Block Development Officer, Champua for kind information and necessary action. They are requested to display the notice in the notice board for wide publication.  
Copy to Notice Board

*Sy P. S. M*  
27/09/23

**Executive Officer  
N.A.C., Champua**

Memo No 3550, Dt- 27.09.23

Copy submitted to the Deputy Director (Advt.) & Deputy Secretary to Govt., Information & Public Relation Department, Odisha, and Bhubaneswar for information with a request to arrange immediate publications of the said notice in 2 Nos. daily Odia newspaper for one day in one publication in minimum size and space on due date and submit the Bill in duplicate for payment.

*Sy P. S. M*  
27/09/23

**Executive Officer  
N.A.C., Champua**

Memo No 3551, Dt-27.09.23

Copy submitted to the DIO, NIC, Keonjhar for information and requested to upload the quotation in the district NIC website for information of the public/prospective quotetioner from 29.09.2023 to 13.10.2023.

*Sy R/w*  
27.09.23

**Executive Officer  
N.A.C., Champua**

Memo No- 3552, Dt-27.09.23

Copy to the Members of the Quotation Committee, Chairperson Champua NAC / Tahsildar, Champua /M.E./J.E./  
Accountant N.A.C.Champua for information & necessary action

*Sy R/w*  
27.09.23

**Executive Officer,  
N.A.C., Champua**



OFFICE OF THE NOTIFIED AREA COUNCIL  
CHAMPUA  
QUOTATION DOCUMENT

Name of work : Supplying, fitting and installation of HEAVY FURNISHED Iron Cafe Cabin of size 25'x 10'x 8.6" made with MS structure near Bus stand of Champua NAC, for the year 2023-24

Issued to ; -----

Cost of Quotation Paper; Rs- (Rupees.....) only

Deposited vide M.R./DD ..No.....dt...

## TERMS AND CONDITION OF CONTRACT

### 1. General Terms & Conditions:

- (i) Notified Area Council, Champua invites sealed quotation in two-quotation (1. Technical & 2. Financial) format from the registered firms / Entrepreneurs / Agency/ Contractors/Private Companies towards supplying, installation and commissioning for “various Ornamental items for Open space development work of Champua NAC as per specification given in quotation notice.
- (ii) The quotation is meant “Supplying, fitting and installation of HEAVY FURNISHED Iron Cafe Cabin of size 25’x 10’x 8.6” made with MS structure near Bus stand of Champua , as specified in the quotation. Champua NAC shall have right to float any comprehensive bid during the contract period and no party will have right to challenge it.
- (iii) Champua NAC shall have the right to terminate the contact on the ground of supply of poor quality material.
- (iv) Quotation document is available at NAC, Champua office and The document can also be downloaded from the District NIC website [www.keonjhar.nic.in](http://www.keonjhar.nic.in) up to 1.00PM of 3.08.2028 for which the documents cost should be submitted in separate envelop with cost of bid document down loaded from the internet along with the bid by deposit of non-refundable quotation fee for an amount of Rs.5,000/- (Rupees Five Thousands only) by way of demand draft/Cash from a nationalized bank drawn in favour of “ **Executive Officer, NAC, Champua** ” payable at **Champua**. Quotationer shall be required to deposit Earnest Money (EMD) for an amount of Rs 10,000/- (Rupees Ten Thousands only) refundable and the demand drafts/Cash for earnest money deposit must be enclosed in the envelope containing the technical bid. Earnest money deposit shall be forfeited if the quotationer withdraws its bid during the period of quotation validity.
- (vii) Offers in the financial bid should be written in English/Oriya and price should be written in both figures and words. Where ever, if there is difference between the rate quoted in figures and words, the rate quoted in word will be taken as correct. The offer should be typed or written in pen ink or ball pen. Use of pencil will be ignored. Bids containing over writing/ additions/obliteration & and other discrepancies should be properly attested by them.
- (v) Technical & financial bid envelopes should be individually sealed and then placed in a third envelope to be sealed and super scribed with quotation call notice number, due date of submission. Bids received beyond last date of bid submission will be rejected. No quotation will be entertained by E-mail / FAX. The quotation shall be submitted through Regd .Post/Speed Post/Courier/by hand in a sealed envelope bearing the following reference on the top left corner:“Quotation Notice No.:.....”**addressed to:“The Executive Officer , Notified Area Council, Champua NAC**

- (vi) At any time prior to the deadline for submission of bids, NAC, Champua may, for any reason at its own initiative modify the quotation document by amendment.
- (vii) The amendment will be published on the office notice board of Champua NAC. In order to afford prospective quotationer(s) reasonable time in which to take the amendment into account in preparing their bid, Champua NAC may, at its discretion extend the deadline for the submission of quotation.
- (viii) Technical bid will be opened on ----- .09.2023 at 11.00 A.M. at Champua NAC office in the presence of the quotationer or their authorized representative, who are present at the scheduled time & financial bids will be opened on the same day. Financial Bids of only those Quotationers will be opened, who qualify in Technical Bid.
- (ix) The Firm/Entrepreneurs/Agency/Contractors/Private Companies should have minimum 2yrs experience in same sector. Copy of work order clearly specifying the date of award contract final project for execution, Contacting authority should be attached.
- (x) In the event of the due date of receipt and opening of the quotation(s) being declared as holiday for the Institute, then due date of receipt / opening of the Quotation will be the next working day at the same time.
- (xi) The quotationer(s) are requested to read the quotation document carefully and ensure compliance with all the instructions herein. Non-compliance of the instructions contained in this document may disqualify the quotationer from the quotationing exercise.
- (xii) Any amendment and / or addition made to the quotation are not permissible after opening of the quotation, incomplete quotation(s), will be rejected.
- (xiii) The successful bidder will give one year warranty on supply items
- (xiv) Champua NAC reserves the right to reject any or all quotation(s), wholly or partly or close the quotation at any stage prior to award of contract without assigning any reason whatsoever.

## **2. Eligibility Criteria:**

1. The Quotationer should have Valid Regn. Certificate/ Dealer Certificate/ Manufacturing license.
2. The Quotationer should have up to date GST clearance Certificate.
3. The Quotationer should have Valid PAN
4. The Quotation have Income Tax clearance certificate.
5. Affidavit regarding warranty for one year on supply items
6. The quotationer has not been debarred and / or blacklisted by any Central Government and / or any State Government Department(s) and / or any PSU and the quotationer should not have any litigation in any of the labour court(s). An undertaking shall be enclosed with the technical bid.
7. The Bidder Must have executed Work in any Urban Department of Odisha or any other department for which he has to submit the Work order Copies along with the quotation
8. The Bidder has to submit the valid ESI,EPF & Labor License

9. The Annual Turn Over of the Bidder should not less than 1 crores. For the same the bidder has to furnish the ATO/Balance Sheet duly signed by the Chartered Accountant. For the new firm, they have to submit the GSTR Copy/the turn over certificate issued by CA/the work order copies towards the qualification criteria for the ATO.

**3. Earnest Money Deposit:**

The earnest money deposit of the quotationer, whose quotation has been accepted, will be returned after successful completion of the contract period. Earnest money deposit of the successful quotationer shall be forfeited, if one refuses or neglects to execute the contract or fails to supply the required materials within the time frame as specified by Champua NAC. After the award of the contract to successful quotationer, the earnest money deposit of all other quotationer(s) will be refunded within 30 day whose offers have not been accepted.

**4. Evaluation:**

**4.1 Technical Bid:**

- (a) The Technical bid will be in the format enclosed with quotation as **Appendix - A** in separate sealed cover. All the self-attested supporting documents should be attached with the Technical bid.

**4.2 Financial Bid:**

(a) The financial bid will be in the format enclosed with quotation as **Appendix - B** in separate sealed cover. Failure to provide price bid in a sealed separate cover will result in invalidation of the offer.

(b) Offers in the financial bid should be written in English and price should be written in both figures and words. Where ever, if there is difference between the rate quoted in figures and words, the rate quoted in word will be taken as correct. The offer should be typed or written in pen ink or ball pen. Use of pencil will be ignored. Bids containing over writing/ additions/obliteration & and other discrepancies should be properly attested by them.

(c) The quoted rate should be inclusive of all taxes & transportation charges.

(d) The financial bids shall be opened for those bidders who qualify after the evaluation of Technical bid. It shall be evaluated on the basis of lowest rate quoted by quotationer(s).

The bidder who has quoted lowest rate will be selected.

5. **Award of Contract:** After due evaluation of the financial bids, Champua NAC will award the contract to the lowest quotationer (hereinafter referred to as the "Contractor")

**6. Technical Specification Iron Cabin will be as under :-**

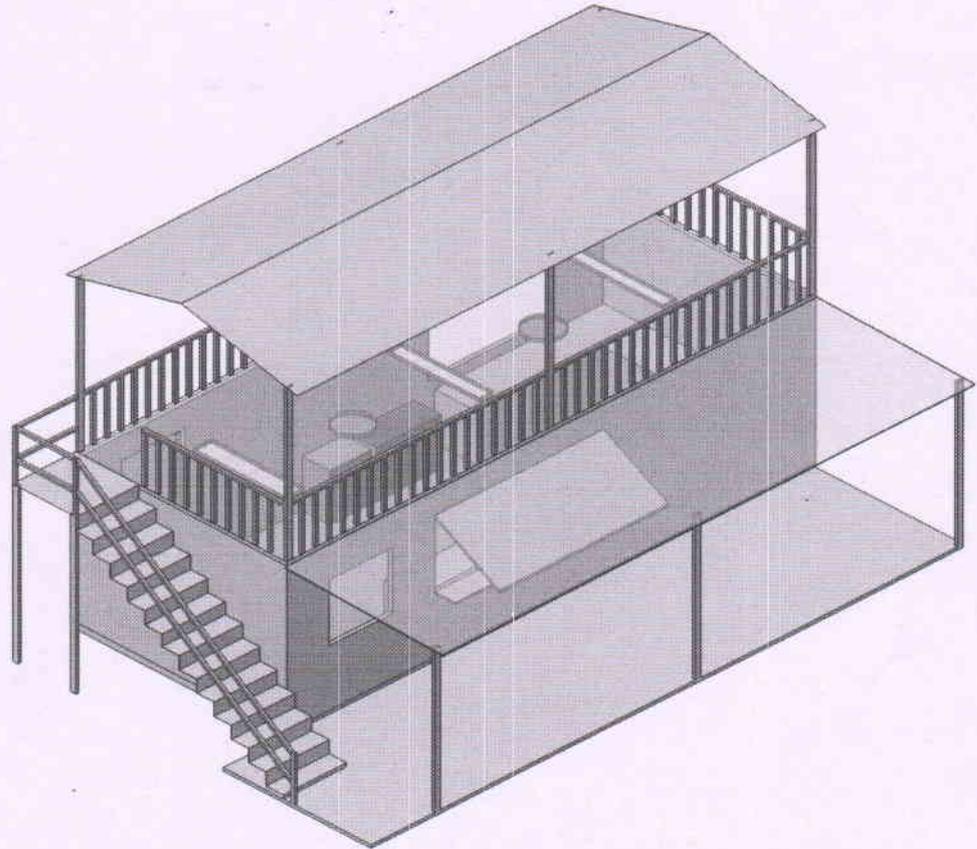
SI NO	COMPONENT	DESCRIPTION
01	Bottom Frame	100mmx50mm C Channel ISI Marked VIZAAG / SAIL
02	Top Frame	50mm x 50mm MS Square Pipe ISI Marked
03	Stiffener Bottom	100mmx50mm C channel, 80mmx40mm, 50mmx50mm MS square pipes & Angles ISI Marked
04	Stiffener Top	50mmx50mm, 50mmx25mm, 25mmx25mm MS square pipe ISI Marked

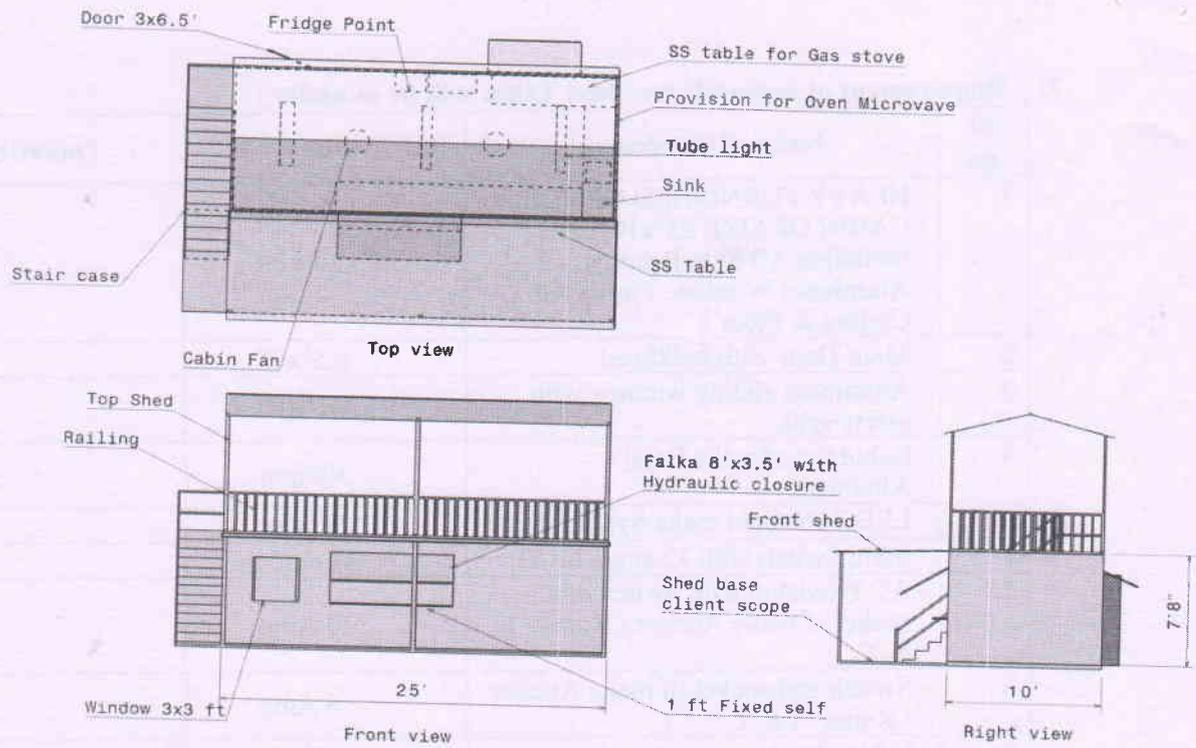
05	Side Post	50mmx50mm, 50mmx25mm, MS square pipe ISI Marked
06	Side Wall Stiffeners	Specially formed GI sheets of thickness 1.2mm of make TATA / JINDAL.
07	Paneling Outside	Specially formed GI sheets of thickness 1.2mm make TATA/ JINDAL.
08	Internal Wall Paneling	4mm ACP & all vertically and horizontal corners will be neatly and smoothly Finished with Aluminum sections & L angles.
09	Roof Outside	1.2mm thick GI sheet of make TATA / JINDAL properly sloped & water tight.
10	False Ceiling	4mm ACP & all vertically and horizontal corners will be neatly and smoothly Finished with Aluminum sections & L angles.
11	Flooring Office	18mm thick Cemented board of make VISAKA or EVEREST will be fixed by means of self-taping screw & 1.2mm thick PVC vinyl Carpet will be fixed on the panel. (100% water, termite & dimensional proof with vinyl Carpet)
12	Aluminum Windows	Double shutter sliding aluminum powder coated windows of thickness 1.6mm with 4mm thick glass of make Saint Gobain for all windows, safety grills from outside & canopy on the top of windows.
13	Door	The door will be of external opening type made out of the same material as wall panels & canopy above the door. Frame work by tubular pipe of 25 x 25. Door with locks & handles.
14	Insulation	25mm thick Glass Wool insulation of density 64kg/m <sup>3</sup> on side wall & 50mm on ceiling.
15	Wiring	All wiring will be concealed with PVC insulated copper wires of ISI quality, suitable for 240volt, 50 HZ single phase AC power supply.
16	Electrical Fittings	All electrical fittings in portable cabin shall be 220-240V.AC 50Hz. LED Tube lights, Bulkhead, Fan, switches & Sockets of ISIMAKE Split Air conditioner point along with separate MCB.
17	Earthing	Earthing point will be provided for safety.
18	Outside Painting	Phosphate the cabin and painting with 1 coat of Epoxy primer with 2 coats of Epoxy Paint.
19	Hooks	Specially formed hooks for easy lifting and shifting.
20	Legs	4 legs of 100x50mm - 150mm H

7. Requirement of materials for Iron Cabin will be as under :

Sl no	Name of Component	Size	Quantity
1	HEAVY FURNISHED OFFICE CABIN OF SIZE 25'x10'x8.6' [ Including All Side Painting, Aluminum Window, Furnished Ceiling & Floor.]	25'x20'x8.6'	01
2	Main Door with bulkhead	6.5'x 3'	01
3	Aluminum sliding window with safety grill.	4'x3'	01
4	Cabin fan of make Bajaj / Almonard	300mm	02
5	LED Tube light make Syska / Bajaj	20 Watt	03
6	Main Switch with 32 amps MCB	32 amps	01
7	AC Provision with Switch and socket of make Anchor / Roma / L & T	20 Amp	01
8	Switch and socket of make Anchor / Roma / L& T	6 Amp	04
9	Lifting hooks	---	04
10	Clients Logo	--	01
11			

8 Model Plan-



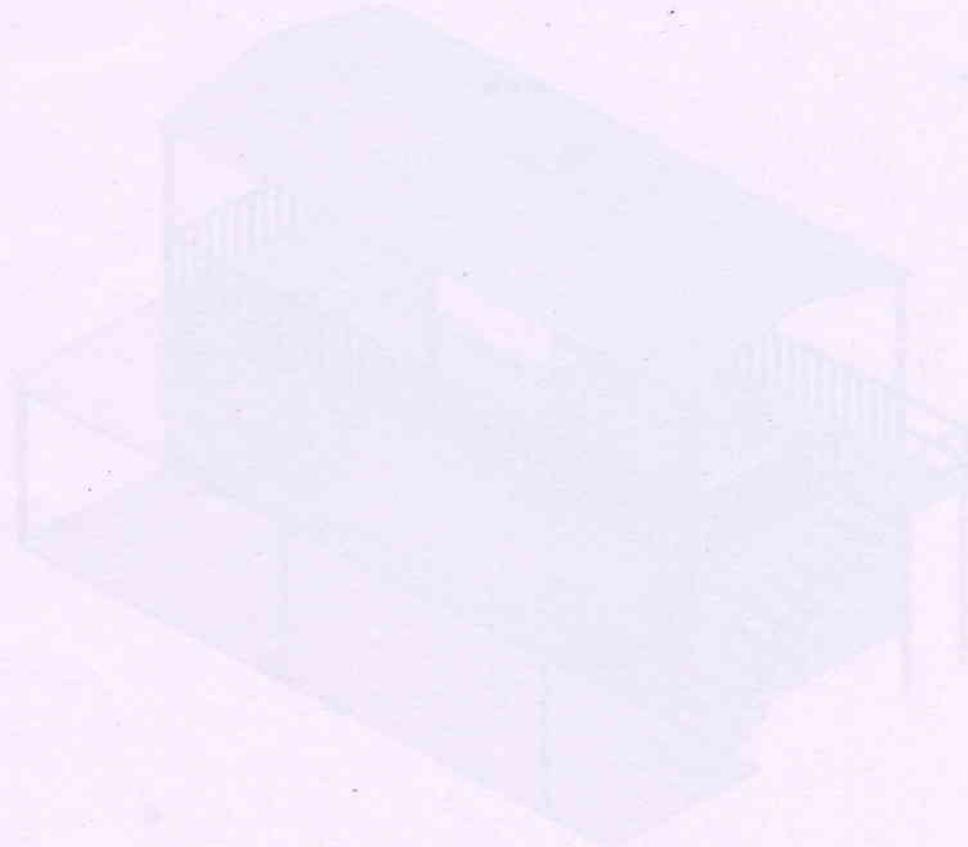


10. Installation and commissioning to be included

11. Transportation & installation at site in CHAMPUA NAC LIMIT to be included in Quoted Price

*[Handwritten signature]*  
20/09/23

**Executive Officer,  
NAC, Champua**



## Appendix-A

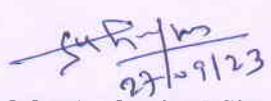
### Format for Technical Bid (on letter head)

(All the documents must be self- attested)

Sl. No	Descriptions	Information to be filled by the quotationer (if required separate sheets may be enclosed)
1	Name , Address, Mobile No & E mail ID of Quotationer with complete contact details	
2	Type of Organization (whether proprietorship, partnership, private limited, limited company or any other)	
3	Name & Address of the Directors/Proprietor/Partners	
4	GST Certificate	copy enclosed : Y/N
5	PAN Number No	Copy enclosed : Y.N
6	Details of Quotation Document Fee & EMD Bid Cost DD No & Date EMD DD No & Date	DDs enclosed : Y/N
7	Affidavit regarding warranty for one year on supply items	enclosed : Y/N
8	Undertaking	enclosed : Y/N
9	valid ESI,EPF & Labor License	enclosed : Y/N
10	Work order Copies along with the quotation	enclosed : Y/N

### Undertaking

- (a) I/we hereby certify that all the information furnished above is true to the best of my knowledge. I have no objection to Champua NAC verifying any or all the information furnished in this document with the concerned authorities, if necessary. I/we am/are well aware of the fact that furnishing of any false information/fabricated document would lead to rejection of my/our quotation at any stage besides liabilities towards prosecution under appropriate law.
- (b) I/we also certify that, I/we have understood the complete scope of work; all terms & conditions indicated in the quotation document & completely accept all of them.

  
Seal & Signature of the Authorized Signatory  
Executive Officer  
Champua, NAC

## Appendix-B

### Format for Technical Bid

## QUOTATION PAPER

Name of Work- Supplying, fitting and installation of HEAVY FURNISHED Iron Cafe Cabin of size 25'x 10'x 8.6" made with MS structure near Bus stand of Champua NAC, for the year 2023-24

Cost of quotation paper--Rs-5000.00

E.M.D Rs- 10000.00

Sr.No	Particulars	Qty	Rate Excluding . GST in Figures	Rate in Words (Excluding GST)
1.	Supplying, fitting and installation of HEAVY FURNISHED Iron Cafe Cabin of size 25'x 10'x 8.6" made with MS structure the Bottom Frame will be 100mmx50mm Channel ISI Marked VIZAAG / SAIL and Top Frame will be 50mm x 50mm MS Square Pipe ISI Marked. The Stiffener Bottom will be 100mmx50mm C channel, 80mmx40mm, 50mmx50mm MS square pipes and Angles ISI Marked and Stiffener Top will be 50mmx50mm, 50mmx25mm, 25mmx25mm MS square pipe ISI Marked. the Side Wall Specially formed GI sheets of thickness 1.2mm of make TATA / JINDAL with Internal Wall Paneling with 4mm ACP & all vertically and horizontal corners will be neatly and smoothly Finished with Aluminum sections and L angles .Roof will 1.2mm thick GI sheet of make TATA / JINDAL properly sloped & water tight and 4mm ACP False Ceiling. The flooring will be 18mm thick Cemented board of make VISAKA or EVEREST will be fixed by means of self-taping screw & 1.2mm thick PVC vinyl Carpet will be fixed on the pane with fitting fixing of door, window ,Electrical Fittings and Painting with all cost of Transportation and installation at site in CHAMPUA NAC all complete.	1 SET		

Cost of Quotation Paper Rs.5000/- Vide M.R. No. \_\_\_\_\_ dt. \_\_\_\_\_ /DD. No. \_\_\_\_\_ dt

E.M.D deposited Rs. \_\_\_\_\_ in shape of \_\_\_\_\_

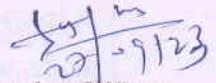
Copy of Pan card-----Furnished/not \_\_\_\_\_

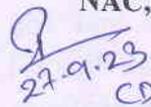
Copy of GST--Furnished/not \_\_\_\_\_

No. of Correction----

No. of Over writing—

Signature of Supplier/Authorize dealer /Contractor

  
27-9-23  
Executive Officer,  
NAC, Champua

  
27-9-23  
CD.A)