



**OFFICE OF THE DIVISIONAL FOREST OFFICER, ANGUL DIVISION**

At/Po- Angul, Dist- Angul, Odisha-766107,

E-mail ID- [dfoAngul@gmail.com](mailto:dfoAngul@gmail.com), [odisha.gov.in](http://odisha.gov.in) Phone No- 06671-224237

Letter No. 6877 /1F-2022dt.

**Dated the 26<sup>nd</sup> September, 2022**

To

The Deputy Director,  
Information & Public Relation Department (Adv),  
& Deputy Secretary to Government of Odisha, Bhubaneswar.

Sub:

Publication of Advertisement for Tender Call Notice for Supply of Polythene Bags during FY 2022-23 under different schemes including CAMPA

Sir,


In enclosing herewith, the copy of Advertisement for Tender Call Notice for Supply of Polythene Bags during FY 2022-23 under different schemes including CAMPA in respect of Angul Forest Division both in soft Copy and hard copy. I would request you to kindly make necessary arrangement for publication of the same at least in three leading Odia Daily Newspaper as early as possible.

The concerned Advertisement Manager may kindly be instructed to send complimentary copy of the same news papers containing the Advertisement to the undersigned immediately after its publication.

An early action in this regard is requested.

**Encl: As above.**

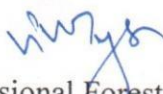
Yours faithfully,

  
Divisional Forest Officer,  
Angul Division.

Memo No 6878 dt. 26.09.2022

Copy along with its enclosure submitted to the Additional Principal Chief Conservator of Forests, (Affn), Office of the Principal Chief Conservator of Forests, Odisha, Bhubaneswar for information and necessary action.

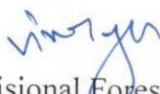
**Encl: As above.**

  
Divisional Forest Officer,  
Angul Division.

Memo No. 6879 dt 26.09.2022

Copy along with its enclosure submitted to the Additional Principal Chief Conservator of Forests, (IT&GIS), Office of the Principal Chief Conservator of Forests, Odisha, Bhubaneswar for information and necessary action. He is requested to upload the Tender Notice in the Website of PCCF, Odisha at an early date.

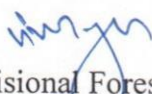
**Encl: As above.**

  
Divisional Forest Officer,  
Angul Division.

Memo No. 6880 dt. 26.09.2022

Copy along with its enclosure submitted to the Regional Chief Conservator of Forests, Angul Circle, Angul for information and necessary action.

**Encl: As above.**

  
Divisional Forest Officer,  
Angul Division.

Memo No. 6881 dt. 26.09.2022

Copy along with its enclosure forwarded to the District Information Officer, NIC, Collectorate, Angul for information and necessary action. He is requested to display the Tender Notice in the District Website.

**Encl: As above.**

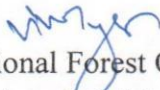
  
Divisional Forest Officer,  
Angul Division.

Memo No 3882 dt. 26.09.2022

Copy along with its enclosure forwarded to the all Forest Range Officers, Angul Division for information and necessary action. They are further requested to display tender call notice on notice boards.

**Encl: As above.**

Notice Board.

  
Divisional Forest Officer,  
Angul Division.

**Abridged Version for Publication in Newspaper**



**OFFICE OF THE DIVISIONAL FOREST OFFICER, ANGUL DIVISION**

**At/Po- Angul, Dist- Angul, Odisha-766107,**

**E-mail ID- [dfoangul@gmail.com](mailto:dfoangul@gmail.com), [dfo.angul@odisha.gov.in](mailto:dfo.angul@odisha.gov.in) Tel- 06671-224237**

**Tender Inviting Notice for fixation of Rate contract for Supply of Polythene Bags of various Specifications to Range Headquarters in Angul Forest Division during FY 2022-23 under different schemes**

**Tender Letter No - 6883**

**Dated .26.09.2022**

Divisional Forest Officer, Angul Division invites bids from the Manufacturers/Suppliers for fixation of Rate Contract for Supply of Polythene Bags of various sizes in all range Headquarters of Angul Forest Division during FY 2022-23 under different schemes such as CAMPA.

Date of closing of downloading/receiving of tender paper from websites/division office:

**- Dt. 13.10.2022 at 5.00PM.**

Date of closing of submission of technical bid & Financial Bid: - **Dt. 13.10.2022 at 5.00 PM.**

Date of Opening of tender Box: - **Dt. 14.10.2022 at 3.00 PM** in the O/o the Divisional Forest Office, Angul Division.

For more information visit <http://www.angul.nic.in> or <http://www.odishaforest.in> district website.

**Tender Call Notice for Supply of Polythene Bags of Different Specification  
in**

**ANGUL FOREST DIVISION**

**TENDER NOTIFICATION**

**Tender Notification No. 11 dt. 26.09.2022**

**Sub:** Supply of Polythene Bags during FY 2022-23 under different schemes such as CAMPA

Divisional Forest Officer, Angul invites technical and financial bids from the manufacturers/suppliers for supply of Polythene Bag, during 2022-23 under different schemes of CAMPA-APO-2022-23. Tenderer exempted from payment of EMD will be able to participate in the tender directly by uploading documentary evidences towards his eligibility for such exemption. The Tender paper can be downloaded from the district website at [www.angul.nic.in](http://www.angul.nic.in) or from [www.odishaforest.in](http://www.odishaforest.in) or can be received from division office latest by 5.00 PM on or before 13.10.2022.

Such tender paper as downloaded shall be accompanied with all required documents. GSTIN No. & GST clearance certificate, manufacturing license and it must be submitted/put into the tenderbox kept in the office of the undersigned latest by 05.00 PM on 13.10.2022. A Demand Draft drawn in favour of Divisional Forest Officer, Angul for Rs. 1180/- (Rupees One Thousand One Hundred Eighty) only as non-refundable amount is to be attached with tender towards cost of tender paper or else the tenders shall be rejected.

- Date of closing of downloading of tender paper: - Dt. 13.10.2022 at 5.00 PM.
- Date of closing of submission of technical bid & Financial Bid: - Dt. 13.10.2022 at 05.00 PM.
- Date of Opening of tender Box: - Dt. 14.10.2022 at 3.00 PM in the O/o the Divisional Forest Office, Angul Division.

## TENDER DOCUMENTS

**Sub: -** Tender Call Notice for supply of Polythene Bags of different Sizes during 2022-23 under different schemes including CAMPA-APO-2022-23

Reference: Tender Notification No. 11 dt. 26.09.2022

### **I. PROCEDURE FOR SUBMISSION OF TENDER**

1. The tender shall be submitted in two parts namely: -
  - a) technical bid: The technical bid shall be submitted for each product separately as per Annexure-I, which should contain details of organization, production/product etc.
  - b) financial bid: The financial bid should contain the details as indicated in Annexure-II. The tenderer shall quote the product-wise supply rate (Price including GST but including all incidental cost such as freight, loading & unloading charges, supply cost to Range Headquarters and Project site etc.).
2. Tender documents may be downloaded from Angul District website at [www.angul.nic.in](http://www.angul.nic.in) or from Odisha Forest Website [www.odishaforest.in](http://www.odishaforest.in) or can be received from Division office in person.
3. The Bidder/Tenderer can access tender documents on the Angul district website, fill them with all relevant information and submit the completed tender document along with the EMD Declaration and tender paper cost for Rs. 1180/- (cost 1000/- + GST-18%-180/-). A hard copy of the filled Tender document with the relevant attachments should be submitted within the dateline.
4.
  - a) The tenders shall be signed only by the Proprietor, if it is a Proprietary concern in support of which affidavit of ownership and a copy of the certificate of Registration has to be submitted to know the person authorized to sign the document.
  - b) If it is a Partnership firm, one of the Partners or a person authorized by the partners shall sign the document.
  - c) If it is a Public or Private limited company, the Chief Executive of the company or a person authorized in support of which necessary authorization letter with seal and signature shall be submitted.

5. Contractor exempted from payment of EMD will be able to participate in the tender directly by uploading documentary evidences towards his eligibility for such exemption
6. In respect of successful tenderer whose supplies are as per the accepted conditions, EMD will be refunded after the validity period of the tender contract. EMD in respect of the unsuccessful tenders will be refunded following due process.
7. Validity of Tender Contract: The rates accepted would be valid for one year or an extended period as sought by the department.
8. The Department will not entertain any increase in price during the validity period of the tender or extended period thereof during the tenure of the continuous period of contract. The reduction in price arose out of implementation of GST should be transferred to the purchaser. The applied tax rate would be as per Govt. norms from time to time.
9. If any information provided by the tenderer in both Technical bids and Financial bids is found to be factually false or misleading, such tenders will be summarily rejected at any time during the validity of the tender and liable for criminal and civil action against such firm or company with forfeiting of EMD Money.
10. If any company is black listed by any State Government department or agency, such tenderer is liable for rejection at any time during the validity of the tender and supplies will be terminated. The tenderers are required to furnish a self declaration that they are not black listed by any Govt. Dept'/Agency/Undertaking.
11. No document will be accepted after opening of the tender.

## **II. OPENING OF TENDERS & TENDERS SCRUTINY:**

12. Opening of Technical bids will be done in the presence of the tenderers or their authorized representatives and the Tender Committee will conduct preliminary scrutiny of EMD. Later on a detailed scrutiny will be taken up and those found to be in order will only be accepted.
13. Eligible financial bids in respect of those tenderers whose technical bids are qualified will be opened in the presence of the qualified tenderers by the Tender Committee constituted by the Divisional Forest Officer, Angul.

## **III. PRODUCT SPECIFICATIONS:**

14. Supply of Polythene Bags to be used in Nursery Works will be in conformity with the standards / specification in Annexure-I of the tender document.

## **IV. TENDERED RATES & QUOTED QUANTITY**

15. The rates quoted by the tenderer in respect of required packing sizes of each input shall be offered in the prescribed Annexure –III (financial bid) format only.

16. The rates quoted by the tenderer shall be most competitive since it involves sizeable quantity. The rates quoted should be inclusive of insurance freight including loading and unloading charges at the destinations etc., for supply of input in the required packing sizes prescribed at Annexure-IV.
17. The successful tenderers whose tenders are accepted shall not sell the quoted products to the farmers in Odisha through any agency at the rates lesser than those quoted under this tender.
18. The tender accepting authority shall have the right to alter the quantity finally ordered to the extent of 25 % either way of requirement indicated in the tender document.

#### **V. ELIGIBILITY CRITERIA FOR THE TENDERERS**

19. The original manufacturer or, their channel partner can participate in the tender process. The authorized person of the channel partner is to produce the relevant certificate for doing business / marketing / whole selling from the original manufacturer.
20. The tenderers must submit copy of the manufacturing license issued by the proper authority, i.e. from the state where manufacturing unit is located issued within last 3 years and marketing license from the proper authority, i.e. from the Competent Authority, Odisha issued within last 2 years.

#### **VI. ISSUE OF SUPPLY ORDERS & EXECUTION OF SUPPLIES & PAYMENTS:**

21. Tender Accepting Authority may accept more than one supplier at L1 rate or more than one tenderer whoever agrees to supply at L1 rate in order to ensure multiple supply sources.  
Besides, the selected suppliers may be asked to supply the products to other offices of the district at the approved rate by the committee.
22. Copies of the Valid Registration Certificates as per the companies act and GST act are to be submitted by the tenderer. Besides GST clearance certificate up to March, 2022 issued by the concerned Sales Tax organization.
23. If selected tenderers does not supply the required quantity during the period of requirement, then alternate succeeding tenderers will be considered for supplies who have accepted to supply at L1 rates.
24. Selected Tenderer will provide performance deposit 5% of the contract amount within 3 Days of Bid Selection in acceptable format failing which it will be blacklisted and EMD amount, if any deposited will be forfeited.
25. The supplies should be made within the time limit specified by the concerned office.
26. The successful tenderer should supply the required quantities from time to time as per the supply orders up to one year from the date of execution of agreement.
27. The selected supplier will issue GST bill/invoice in the name of the firm only after the supply of the materials.
28. The supplier shall compulsorily mention the respective Batch No./Lot number/TIN number/GST number in the bill and should submit the quality analysis report of the same.



29. Tenderer should provide account details as name, bank name, branch name, account number and bank IFSC code for payment.
30. The payment will be made through e-FMS mode/online Bank Transfers. IT- TDS, GST- TDS will be applicable as per norms while making the payments.
31. The Department will not have any liability for any damages to the products at any time during the currency of the tender contract.
32. Guidelines for procurement of Goods as issued by Finance Department, Government of Odisha vide O.M. No. 4939/F., Date 13.02.2012 will be applicable governing procurement of goods under this tender notification.

#### **VII. QUALITY RESPONSIBILITIES & CERTIFICATIONS:**

33. The supplier shall have the sole responsibility of ensuring quality of Polythene Bags during 2022-23 under different schemes of CAMPA-APO-2022-23 as per the specification.
34. Copies of EPM / DGS & D rate contact certificate for the product issued within at least last 2 years should be submitted.
35. Copy of the ISO certificate issued in the name of the manufacturer for the product must be submitted.

#### **VIII. PENALTIES FOR NON-COMPLIANCES, VIOLATIONS & NON-PERFORMANCE**

36. On Placement of the supply order if the supplier does not perform his obligations as per the order and within the time limit specified by the concerned officer, such supplier will be blacklisted and department shall reserve all rights to make alternative arrangements to procure the products and the difference of higher *cost* and other related expenses paid if any, will be recovered from the defaulting supplier through appropriate legal action in addition to forfeiting of EMD.
41. Any delay in relation to delivery schedule, the Department shall have the right to reject the late supplies.
45. Violation of any of the terms and conditions of the Tender by the supplier is liable for stringent actions like forfeiting of EMD amount.
46. All legal disputes shall be subject to the jurisdiction of the Civil Court, Angul.

#### **IX. RIGHTS RESERVED**

49. The tender Accepting Authority *reserves* the right to reject/cancel the tender *even* after opening of Technical bid or financial bid without assigning any reason whatsoever.

Divisional Forest Officer,  
Angul Division

Annexure-I

Specification of the Items

<b>SN</b>	<b>Name of the Item</b>	<b>Technical Specifications</b>	<b>Anticipated Requirement</b>	<b>Delivery Period</b>
<b>1</b>	Nursery Poly Bag	<b>Size:</b> 12" x 10" <b>Specification:</b> Minimum 300 gauge, 60 nos. per KG <b>Color:</b> Black <b>Quality:</b> Virgin	700000 Nos.	October Month, within 10 days of placing supply order
<b>2</b>	Nursery Poly Bag	<b>Size:</b> 9" x 5" <b>Specification:</b> Minimum 200 Gauge, 300 nos. per KG <b>Color:</b> Black <b>Quality:</b> Virgin	500000 Nos.	December Month, within 10 days of placing supply order
<b>3</b>	Nursery Poly Bag	<b>Size:</b> 40 cm X 45 cm <b>Specification:</b> Minimum 600 gauge, 18 nos. per KG <b>Color:</b> Black <b>Quality:</b> Virgin	30000 Nos.	October Month, within 10 days of placing supply order

**TECHNICAL BID**

To

The Divisional Forest Officer,  
Angul Forest Division

From

\_\_\_\_\_  
\_\_\_\_\_

Subject: -Supply of .....reg.

Ref: -Tender Notification No:- ..... Dated:-----

**1. TENDERERSPROFILE**

1	Name of the product for which technical bid submitted	
2	Details of EMD paid	a) DD No. : b) DD Date: c) Name of the Bank : d) Amount Rs. :
3	Name & address of the tenderer along with Phone number, Fax number and Email ID	

4	<p>Status of the firm</p> <p>i) Registered firm</p> <p>ii) Sole proprietorship firm</p> <p>iii) Partnership firm</p> <p>iv) Private limited company/ Public limited company</p>	<p>Please tick ( ) the appreciate furnished documentary proof as shown against each</p> <p>(Registration certificate)</p> <p>.....(Registration certificate, Name &amp; address of the proprietor-Address proof copy)</p> <p>.....(Partnership agreement deed and authorized from other partner to bid for this tender)</p> <p>.....(certificate of incorporation issued by Ministry of Corporate Affairs, Govt. of India.</p>
5	<p>Name of the authorized contact person who deal with this tender matters</p>	
	a) Name	
	b) Designation	
	c) Telephone Number	
	d) Mobile Number	
	e) Fax Number	
	f) Email ID	
	g) PAN Number	
6	<p>GST registration numbers</p>	<p>SGST registration No. ....</p> <p>CGST registration No.....</p> <p>(Please enclose photo copies of Registration certificate or latest renewal certificate)</p>

**II. PRODUCTION PROFILE:** Furnish the following details

- i) Name & Address of the firm:
- ii) Name of the product manufactured / distributed:
- iii) Production details for

.....product

a) Production Capacity

Address of the Manufacturing premises from where tendered item will be manufactured and supplied	Name of the product	Production Capacity (MT/Ltrs)			Supply capacity MT /Lt per annum
		Per day	Per month	Per annum	

**III. Capacity to supply the quantity of tendered product from all sources**

Sl. No	Name of the product	Per day			Per month			Per annum		
		Own sources	Other sources	Total	Own sources	Other sources	Total	Own sources	Other sources	Total

Note :- In case of authorized distributor mention the quantity marketed.

**IV. CLEARANCES / CERTIFICATES:**

Copy of the GST returns filed /

Certificate for last year

:           Uploaded / Not uploaded.

## ANNEXURE-III

## LIST OF ENCLOSURES TO BE SUBMITTED ALONG WITH TECHNICAL BID APPLICATION

Sl	Particular	Yes/No
1	Duly filled and signed Technical and financial Bid application.	
2	Copy of the certificate of registration of the firm(issued by the Registrar of the firms)	
3	A copy of the partnership deed (if it is partnership firm)	
4	A copy of the memorandum & Articles of Association(if it is Limited /Private Limited Company)	
5	An Affidavit of ownership(if it is proprietary firm/Sole distributor)	
6	A copy of Authorization for Signing (If it is a limited / Private Limited Company or a Partnership firm with signature attestation of the authorized person.)	
7	If representative is participating, letter of authorization from the person who has signed the technical and financial Bids to participate in the tender opening & negotiation of rates for items tendered.	
8	Sales Tax/VAT Registration Certificate(Valid)	
9	Sales Tax/VAT Clearance Certificate of last year.	
10	Copy of <b>Registration Certificate</b> issued by the Industries Department.	
11	Copy of <b>Registration Certificate (Form-F)(Manufacturing License)</b> as per FCO, 1985 (Product Wise) for Bio Fertilizers(Carrier Based),Bio Fertilizers (Liquid Based),VAM-Bio Fertilizer , Vermi Compost and City Compost.	
12	Manufacturer and the authorized distributors should submit the copies of <b>Marketing License (Form-A2)</b> obtained by the concerned licensing authority along with the form-O which should be attested by the concerned Licensing authority and containing details of the source firm and name of the product included for marketing as per FCO,1985(product wise) .	
13	Other state manufacturers should submit <b>Marketing permission</b> from Director of Agriculture & Food production,Odisha for marketing their product in odisha and <b>whole sale marketing license(form-A2)</b> obtained from any of the licensing authority in Odisha state along with the copy of the O-Form which should be attested by the concerned Licensing authority and also includes details of the source firm, name of the product for which marketing license is issued.	
14	Copy of <b>recent quality test report</b> (within three months before the date of issue of this notification)from notified laboratories /Govt. Institution for each of the items offered for supply and analysis report should tally with all the parameters as per the specifications given annexure-I	
15	All manufacturers should submit obtained from the respective state Department of Agriculture/Competent authority in the given format only	
16	If the tenderer is a distributor of firm/Firms then a latter of appointment from such firm/firms is to be enclosed.	
17	If tenderer is sourcing the material from other sources for procurement & Supply ,then letter obtained from each firm/firms declaring to supply the product and quantity agreed upon to supply as per specification, as per packing size & as per schedule in case the tenderer is selected for supply, whether enclosed.	

- Note-**
- (i) Legible and readable copies should be attached.
  - (ii) Enclosed document should be dully attested by the component authority.
  - (iii) One set of all documents should be enclosed to each of the technical bid
  - (IV) All documents enclosed should be in the order be in the given in the checklist.

Signature of the tenderer

**Declaration by the tenderer**

1. I have submitted this financial bid against notification No .....dated..... and tender terms and conditions.
2. The information furnished in the Technical bid and Financial bid are true and factual and I clearly understand that our tenders are liable for rejection, if any information furnished is found to be not true and not factual at any point of time.
3. I would abide by the terms and conditions governing this tender. In case if I fail to supply as per the department requirement. I would be fully responsible for all the consequences that may arise the department can exercise appropriate action in addition to forfeiting of EMD. I shall pay the difference of higher cost involved and other related expenses paid if any for supply of the product.
4. The financial bid is separately submitted against this tender.

Place:

Date:

Seal & Signature of the tenderer

## Form of Bid-Security Declaration

<Letter head of the bidder>

<Date>

Bid No.:

To

*[Insert complete name and address of the Authority/ Employer/ Tender Inviting Authority]* We, the undersigned, declare that:

1. We understand that, according to your conditions, bids must be supported by a Bid- Security Declaration.
2. We accept that the Authority/ Employer/ Tender Inviting Authority shall cancel our empanelment and / or suspend/prohibit/debar/blacklist from participating in bidding in any contract of the State for a minimum period of 180 days, if we are in breach of our obligation(s) under the bid conditions, because we:
  - (a) Have withdrawn our Bid prior to the expiry date of the bid validity specified in the Letter of Bid or any extended date provided by us; or
  - (b) having been notified of the acceptance of our Bid by the Employer prior to the expiry date the bid validity in the Letter of Bid or any extended date provided by us,
    - i. Failure of use to furnish the Performance Security and, Additional Performance Security, if required in accordance with the ITB/ Terms of the Bid Document/RFP, or
    - ii. Fail to agree to the decisions of the contract negotiation meeting or
    - iii. Failure, refuse to execute the Contract.
3. We understand this Bid-Security Declaration shall expire if we are not the successful Bidder, upon the earlier of your notification of the name of the successful Bidder through award of contract; or (ii) after the expiry date of the Bid validity.

Name of the Bidder\* \_\_\_\_\_

Name of the person duly authorized to sign the Bid on behalf of the Bidder\*\*

\_\_\_\_\_  
Title of the person signing the Bid

\_\_\_\_\_  
Signature of the person named above

Date signed \_\_\_\_\_ day of

\*In the case of the Bid submitted by joint venture specify the name of the Joint Venture as Bidder

\*\*Person signing the Bid shall have the power of attorney given by the Bidder attached to the Bid

*[Note: In case of a Joint Venture, the Bid-Security Declaration must be in the name of all members to the Joint Venture that submits the bid.]*



## FINANCIAL BID

1. Submitted to : The Divisional Forest Officer, Angul Forest Division
2. Submitted by :
3. References : Tender notification No: ....., Date: .....
4. Financial bid submitted for Polythene Bags
5. Rate quoted/tendered as per terms & conditions governing:

SN	Name of the Product	Brand	Packing Size in KG/ packet And Number of Polybags per Packet	Supply Rate as per packing size (in Rs) excluding GST	GST	Total Supply Rate	Quantity Offered for Tender (in KG)
1							
2							
3							

**Note:**

1. The rate quoted should be inclusive of all taxes, duties, cess, insurance, freight including loading and unloading charges to the destination. Rate quoted should have up to one significant digit after decimal.
2. The rate quoted should be for the technical specifications prescribed in annexure -I.

Approved for 17 Nos. of bags

26.9.22