



**COLLECTORATE, GANJAM, CHATRAPUR  
(D.S.W.O SECTION)**

Ph# 06811-263968, e – mail : [dswoganjam@nic.in](mailto:dswoganjam@nic.in)

No 4539 /DSWO

Date . 30.11.23

**Tender Call Notice for printing & supply of Nua Arunima Workbook (I &II) ,Child Assessment Card & Picture/numeracy books (6 to 8 nos) for preschool children at AWC for the year 2023-24.**

Sealed Tender under two bid systems are invited from the reputed firms /agent having valid PAN Card. GST for printing & supply of Nua Arunima Workbook (I &II) ,Child Assessment Card & Picture/numeracy books (6 to 8 nos ) for pre-school children at AWCs. The tender documents containing detail specifications for Nua Arunima Workbook (I &II) .quality to be supplied with terms and conditions be collected from the Office of the DSWO, Ganjam on any working day by the depositing of Rs.5000/- (Rupees Five thousand ) only in shape of D.D (SBI) in favour of DSWO ,Ganjam payable Chatrapur or can be downloaded from Ganjam NIC website ([www.ganjam.nic.in](http://www.ganjam.nic.in)) dpwnloded .the quotation must be accompanied by Ts.5,000/- Demand Draft in favour of DSWO ,Ganjam Payable at Chatrapur .Quotation must be accompanied by D.D of Rs.55,000/- (Rupees fifty five thousand ) only towards EMD . The quotation must be sent through Post /Speed Post to DSWO, Ganjam on or before **11-12-2023** by **5 PM** during the working hours. The office will not be responsible for any postal delay. The quotation will be opened on dated **12-12-2023** in presence of the Tender Committee & Tender or the representative of the tender duly authorized by the Tender at **11.00 AM** in the Collectorate Conference Hall Chatraput ,Ganjam . The Sealed envelopes containing the quotation should be super – scribed with printing and Supply of Nua Arunima Workbook (I &II) ,Child Assessment Card & Picture / numeracy books (6 to 8 nos ) for Pre-school Children at AWC .The tender Call notice along with terms and conditions of the tender can be downloaded Ganjam NIC website [www.ganjam.nic.in](http://www.ganjam.nic.in) .

The undersigned reserves the right to accept or reject application without as any reason thereof .

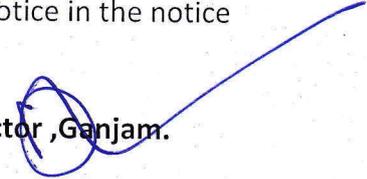
  
Collector ,Ganjam.

Memo No. 4540

Date: 30.11.23

Copy to the office Notice Board for wide publicity.

Copy to All Sub-Collectors /All BDOs/All CDPOs /All District level Officers of this District for information and they are request to display the tender call Notice in the notice Boards for wide publicity.

  
Collector ,Ganjam.

Memo No. 4541

Date: 30.11.23

Copy to DI & PRO, Ganjam for information and necessary action.

Collector, Ganjam.

Memo No. 4542

Date: 30.11.23

Copy to along with the Tender Notice forwarded to the D.I.O, NIC, Ganjam for information and necessary action. He is requested to hoist the same in the District website for information general public.

Collector, Ganjam.

Memo No. 4543

Date: 30.11.23

Copy forwarded to the Director, Social Welfare W&CD Dept. odisha for information and necessary action.

Collector, Ganjam.



**COLLECTORATE, GANJAM, CHATRAPUR  
(D.S.W.O SECTION)**

Ph# 06811-263968, e – mail : [dswoganjam@nic.in](mailto:dswoganjam@nic.in)

No 4544 /DSWO

Date . 30.11.22

**Short Quotation Call Notice**

Sealed Quotations in enclosed formats under two bid systems are invited from the reputed firms /agencies for printing & supply of Nua Arunima Workbook (I &II) , Child Assessment Card & Picture / numeracy books (6 to 8 nos ) for pre-school children at AWCs of Ganjam District .The Bidders are instructed to visit the official website of this Office i.e [www.ganjam.nic.in](http://www.ganjam.nic.in) for favour details .

Collector & District Magistrate  
Ganjam, Chatrapur

## TERMS & CONDITIONS

1. Arunima Abhyasa Pustika-I & II, Child Assessment Card and Picture/numeracy books (6 to 8 nos) to be supplied to 24 nos. of ICDS Projects as I requirement for the year 2023-24. The project wise list of ICDS Projects who are supplied Arunima Abhyasa Pustika-I & II, Child Assessment Card and Picture/numeracy books (6 to 8 nos) to all 24 nos of ICDS offices of ganjam Distrct during Office hours.
2. PROJECT WISE REQUIREMENT ON NUA ARUNIMA ABHYASA PUSTIKA-I & II, CHILD ASSESSMENT CARD AND PICTURE/NUMERACY BOOKS (6 to 8 nos) of WORK BOOK IN PROPORTION TO PRE-SCHOOL UNIFORM DISTRIBUTION DSWO OFFICE FOR YEAR 2023-24 IS GIVEN BELOW.

Arunima Abhyasa Pustika-I & II, Child Assessment Card and Picture/numeracy books (6 to 8 nos) requirement in propretion to Pre-School Uniform Distribution for the Year 2023-24							
Sl no	Name of the Project	Total no of AWC	Requirement of Nua Arunima Abhyasa Pustika		Child Assessment Card @25 per AWC	Colorful pictorial books demonstrating stories/working with numbers	
			Part-I for 3 to 4 year children @10 per AWC	Part-II for 4 to 6 year children @10 per AWC		Pictorial Book @6 per AWC	Numerical Book @2 per AWC
1	Aska	251	2510	2510	6275	1506	502
2	BEGUNIAPADA	213	2130	2130	5325	1278	426
3	BELLAGUNTHA	192	1920	1920	4800	1152	384
4	BERHAMPUR I	106	1060	1060	2650	636	212
5	BERHAMPUR II	90	900	900	2250	540	180
6	BHANJANAGAR	258	2580	2580	6450	1548	516
7	BUGUDA	231	2310	2310	5775	1386	462
8	CHATRAPUR	239	2390	2390	5975	1434	478
9	CHIKITI	200	2000	2000	5000	1200	400
10	DHARAKOTE	194	1940	1940	4850	1164	388
11	DIGAPAHANDI	267	2670	2670	6675	1602	534
12	GANJAM	153	1530	1530	3825	918	306
13	HINJILICUT	213	2130	2130	5325	1278	426
14	J.N.PRASAD	235	2350	2350	5875	1410	470
15	K.S.NAGAR	190	1900	1900	4750	1140	380
16	KHALLIKOTE	281	2810	2810	7025	1686	562
18	KUKUDAKHANDI	191	1910	1910	4775	1146	382
17	PATRAPUR	248	2480	2480	6200	1488	496
19	POLOSARA	214	2140	2140	5350	1284	428
20	PURUSHOTTAMPUR	253	2530	2530	6325	1518	506
21	RANGEILUNDA	233	2330	2330	5825	1398	466
22	SANAKHEMUNDI	247	2470	2470	6175	1482	494
23	SHERAGADA	196	1960	1960	4900	1176	392
24	SORADA	266	2660	2660	6650	1596	532
<b>Total</b>		<b>5161</b>	<b>51610</b>	<b>51610</b>	<b>129025</b>	<b>30966</b>	<b>10322</b>

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3. Specification for the Nua Anima Abhyasa Pustika-I & II, Child Assessment Card, Picture and numeracy books as follows

Sl. No.	Name of the Item	Specification	Remarks
1	Arunima Abhyasa Pustika-I	<ul style="list-style-type: none"> <li>• Page-Text-56, cover-04</li> <li>• Paper-Text-80 GSM Maplotho</li> <li>• Printing-Text and cover-Multi color</li> <li>• Lamination-Matt Finish</li> <li>• Binding-Centre stitch</li> <li>• Size-21cm X 28 cm</li> </ul>	
2	Arunima Abhyasa Pustika-II	<ul style="list-style-type: none"> <li>• Page-Text-56, cover-04</li> <li>• Paper-Text-80 GSM Maplotho</li> <li>• Printing-Text and cover-Multi color</li> <li>• Lamination-Matt Finish</li> <li>• Binding-Centre stitch</li> <li>• Size-21cm X 28 cm</li> </ul>	
3	Child Assessment Card	<ul style="list-style-type: none"> <li>• Size-21cmX28cm</li> <li>• Page-4</li> <li>• Paper-Text-120GSM Maplotho</li> <li>• Printing-Multi Colour</li> <li>• Binding –Single folding</li> </ul>	
4	Picture Book /Numeracy books	<ul style="list-style-type: none"> <li>• Size-21cmX28cm</li> <li>• Paper-Text-120GSM Maplotho</li> <li>• Printing-Multi Colour</li> <li>• Binding –Single folding</li> <li>• Coloureful pictorial books demonstrating stories/ working with numbers.</li> </ul>	

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4. The Tender Paper must be sent only through **registered Post/ Speed Post** to DSWO, Ganjam Chatrapur-761020 as per date and time mentioned below:

Sl. No.	ACTIVITY	DATE	TIME
1.	Sale of Tender Paper	01.12.2023 to 08.12.2023	During Office Hours(Except holidays)
2	Last Date of Receipt of Tender Paper	11.12.2023	5PM
3	Opening of Technical Bids	12.12.2023	11 AM
4	Opening of Financial bids (Only for bidders who have qualified in the technical bids)	12.12.2023	Subsequently after opening of technical bids

5. The Tender has been invited under two **bid systems i.e, Technical Bid and Financial Bid**. The interested Agencies are advised to submit two separate sealed envelopes super scribing "Technical Bid for printing & supply Aunima Abhyasa Pustika-I & II, Child Assessment Card,Picture and numeracy books" and "Financial Bid for printing & supply Aunima Abhyasa Pustika-I & II, Child Assessment Card,Picture and numeracy books" both sealed envelopes should be kept in a third sealed envelope super scribing "Tender for printing & supply Nua Aunima Abhyasa Pustika-I & II, Child Assessment Card, Picture book and numeracy books". First the technical bids will be opened & subsequently the financial bids of successful bidders who have qualified in the technical bid process will be opened. All bids will be opened in presence of the tender committee members and in presence of bidders or their authorized representatives.
6. Its is the responsibility of the bidders or their authorized representatives to remain present during the opening of bids.
7. Following documents must be covered in Technical Bid envelop, otherwise their bids shall be summarily/out rightly rejected and will not be considered any further action. Please reference ( ANNEXURE-A)
- Attested copy of GST certificate.
  - Attested copy of PAN
  - Attested copy of IT return of last financial year.
  - Attested copy of the registration certificate under DIC/MSME/SSI or any valid Govt. Institution.

  
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- e. Money Receipt of Rs.5000/- (Non-Refundable) towards purchase of Tender Papers or Demand Draft in favour of DSWO, Ganjam payable at Chatrapur of Rs.5000/-. If downloaded from NIC.Website.Ganjam ([www.ganjam.nic.in](http://www.ganjam.nic.in))
  - f. Draft in favour of DSWO,Ganjam payable at chatrapur of Rs.5000/-. Demand Draft (SBI) in favour of DSWO,Ganjam payable at Chatrapur for Rs.55,000/-(Rupee Fifty Five Thousand) only towards EMD(Refunded) or Valid document for EMD exemption.
  - g. Attested copy of the past performance certificate or work experience or work orders for similar kind of work.
  - h. Undertaking the agency is not black listed by any Govt./PSU agency/Institution.
  - i. Undertaking that the agency will adhere to the specification, content, quality and quantity to supply the printing materials as per work order of DSWO.
8. The financial bid should contain the following.(ANNEXURE-B)
- a. The price of the unit cost of Nua Aunima Abhyasa Pustika-I & II, Child Assessment Card, Picture and numeracy books including the cost for transportation & tax if applicable upto deliver at project level.
9. The tender papers can be purchased from Cash section of the Office of DSWO,Ganjam by deposite non-refundable amount of Rs.5000/- (Rupees Five Thousand) only in shape of Demand draft favour of DSWO,Ganjam or can be downloaded from Ganjam NIC website([www.ganjam.nic.in](http://www.ganjam.nic.in)). The downloaded form filled in complete details must be submitted along with non-refundable D.D Rs.5000/- in favour of DSWO,Ganjam, payable at Chatrapur.
10. The successful firm/agency will have to deposit 5% of total contract value as security deposite at the time of agreement and it will be pledged in favour of DSWO,Ganjam. If the firm fails to map complete supply of required materials as per the supply order the security deposit will be forfeited.
11. Penalty or legal action may be inintoated for the agency deviating the terms and conditions laid down in the tender process. If during field visit it is found that the agency has supplied sub-standard materials not adhering to the specification laid down in the tender document both in quantity and quality. Then strict action would be initiated against him/her as per the final decision of Collector, Gnajam.
12. The agency has to furnish an undertaking to ahere to the specification, content and quality for supply of priniting materials and undertaking that it is not black listed by Govt/PSU agency or institution (format Enclosed). If during field visit it is found that there is deviation from required specification, quantity and quality, then the security deposite of the agency will be forfeited and further the agency will not claim any amount for materials supplied to offices of CDPOs & payment will be made to the agency.
13. The DSWO Office will collect 10 books on random sampling and samples will be sent to Govt. Testing labs/Govt.press for testing the specification. If in the test report it is found that the materials do not match to the speification laid down in the tender, Then

  
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the bills liable for payment and take any other action against the supplier/vendor as deemed proper.

14. Only the successful bidder who is selected to print & supply the Nua Aunima Abhyasa Pustika-I & II, Child Assessment Card, Picture book and numeracy books from the office of DSWO. The sample is for reference purpose only & it is to orient the bidder on content & size. If the bidder has not voluntarily collected the samples from DSWO Office, then it will be assumed that the bidder already understands the content, quality and detailed specification of Nua Aunima Abhyasa Pustika-I & II, Child Assessment Card, Picture and numeracy books. The finally selected bidder will have to place 5nos of sample copies each of Nua Aunima Abhyasa Pustika-I & II, Child Assessment Card, Picture and numeracy books before the tender committee, before work order is placed to the agency by DSWO, Ganjam.
15. Delivery will be made at 24 Nos ICDS Projects as per the list, mentioned at Sl. No.2 within 10 days from receipt of supply order from DSWO Office.
16. The selected Agency must deliver the Nua Aunima Abhyasa Pustika-I & II, Child Assessment Card, Picture and numeracy books at project level and the CDPOs will acknowledge the receipt challans of all random collection of samples from any project and successful certification report is received from the testing agency.
17. If the successful firm fails to execute the contract or withdraw the tender paper, the EMD of the firm will be forfeited. If exemption is claimed by the agency not to deposit the EMD amount during tender process, then the agency will have to deposit the EMD amount or else the agency will be blacklisted by the office of DSWO, Ganjam.
18. If any deficiency to be found in the application form the tender application will be outrightly rejected.
19. The bidder(L1) quoting the lowest rate will be considered. The successful tenderer/bidder, If fails to supply the required Nua Aunima Abhyasa Pustika-I & II, Child Assessment Card, Picture and numeracy books during the scheduled period, the next highest tenderer (L2) will be allowed to supply the same and the differential amount will be recovered from first tenderer (L1).
20. In case more than one tenderer quotes the same lowest rate, all the tenderers who have quoted the same lowest rates shall be called for and decision will be taken by the Tender Committee or through public lottery.
21. Statutory Tax deduction may be made during the time of Payment as per Govt norms.
22. The authority reserves the rights to accept or reject any or all tender papers without assigning any reason thereof.

Signature of the Tenderer  
Date:

  
D.S.W.O., GANJAM  
Date: 29/11/23