



COLLECTORATE, GANJAM, CHATRAPUR
(SOCIAL WELFARE SECTION : GANJAM)
Ph.#: 06811-263968,262460 E-Mail: dswoganjam@nic.in

L. No. 5424, Dated 31/12/24

TENDER CALL NOTICE

Sealed tenders under two bid systems are invited from the reputed agencies/ firms/ printing press having PAN Card, GST for printing and supply of **Nua Anima Abhyasa Pustika-I & II, Child Assessment Card, Picture and numeracy books(6 to 8 nos) for Pre-school children at AWCs.** The tender documents containing detail specifications for Nua Anima Abhyasa Pustika-I & II, Child Assessment Card, Picture and numeracy books(6 to 8 nos) quality to be supplied with terms and conditions be collected from the office of the DSWO Office, 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 Gajam NIC website(www.ganjam.nic.in) downloaded. The quotation must be accompanied by Rs.5,000/- Demand Draft in favour of DSWO, Ganjam payable at chatrapur and quotation must be accompanied by D.D of Rs.57,000/- (Rupees Fifty-seven Thousand) only towards EMD. The quotation should reach in the office of the District Social Welfare Officer, Ganjam by Registered post or Speed Post by 5 PM on Date. 15.1.2025 and the tender will be opened at 11 AM on Date. 16.1.2025 in the Collectorate Conference Hall Chatrapur, Ganjam of the undersigned in presence of Tender Committee constituted for the purpose and the tenderer or their authorized representative. The tender papers received after due date and time will not be entertained. The undersigned will not be responsible for postal delay.

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

Memo No. 5425, dated 31/12/24

Collector, Ganjam

Copy to the office Notice Board of wide publicity.

Copy to all Sub-Collectors/All BDOs/All CDPOs/All District Level Offices of this District for information and they are request to display the Tender Call Notice in the Notice Boards for wide publicity.

Memo No. 5426, dated 31/12/24

Collector, Ganjam

Copy to DI & PRO, Ganjam for information and is requested to upload the notice in the district website.

Collector, Ganjam

Memo No. 5427, dated 31/12/24

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. 5428, dated 31/12/24

Copy forwarded to the Director, Social Welfare W&CD Deptt., Odisha, Bhubaneswar for information and necessary action.


Collector, Ganjam

TERMS & CONDITIONS

1. Nua Arunima Workbook-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 2024-25. The project wise list of ICDS Projects who are supplied Nua Arunima Workbook-I & II, Child Assessment Card and Picture/numeracy books (6 to 8 nos) to all 24 nos of ICDS offices of Ganjam District during Office hours.
2. **PROJECT WISE REQUIREMENT ON NUA ARUNIMA WORKBOOK-I&II, CHILD ASSESSMENT CARD AND PICTURE/NUMERACY BOOKS (6 TO 8 NOS) IN PROPORTION TO PRESCHOOL UNIFORM DISTRIBUTION DSWO OFFICE FOR YEAR 2024-25 IS GIVEN BELOW.**

Nua Arunima Workbook-I & II, Child Assessment Card and Picture/numeracy books (6 to 8 nos) - requirement for the Year 2024-25							
Sl No	Name of the ICDS Project	Total No of AWC	Requirement of Nua Arunima Workbook		Child Assessment Card @25 per AWC	Colourful picture books demonstrating stories/working with numbers	
			Part-I for 3 to 4 year children @10 per AWC	Part-I for 4 to 6 year children @10 per AWC		Picture 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	BELLAGIUNTHA	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
17	KUKUDAKHANDI	191	1910	1910	4775	1146	382
18	PATRAPUR	249	2490	2490	6225	1494	498
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
Total		5162	51620	51620	129050	30972	10324

3. Specification of the Nua Arunima Workbook (I &II), Child Assessment Card, Picture/numeracy books as follows

Sl. No.	Name of the Item	Specification	Remarks
1	Nua Arunima Workbook-I	<ul style="list-style-type: none"> ❖ Page-Text-56, Cover-04 ❖ Paper-Text-80 GSM Maplotho ❖ Cover-220 GSM Art Paper ❖ Printing-Text and Cover-Multi Color ❖ Lamination-Matt Finish ❖ Binding-Center Stitch ❖ Size-21cm X 28 cm 	
2	Nua Arunima Workbook-II	<ul style="list-style-type: none"> ❖ Page-Text-56, Cover-04 ❖ Paper-Text-80 GSM Maplotho ❖ Cover-220 GSM Art Paper ❖ Printing-Text and Cover-Multi Color ❖ Lamination-Matt Finish ❖ Binding-Center Stitch ❖ Size-21cm X 28 cm 	
3	Child Assessment Card	<ul style="list-style-type: none"> ❖ Size-21cm X 28 cm ❖ Page-4 ❖ Paper-Text-120 GSM Maplotho ❖ Printing-Multi Colour ❖ Binding-Single folding 	
4	Picture/numeracy books (6 to 8 nos)	<ul style="list-style-type: none"> ❖ Size-21cm X 28 cm ❖ Paper-Text-120 GSM Maplotho ❖ Printing-Multi Colour ❖ Binding-Single folding ❖ Coloueful Pictorial Books demonstrating stories / Working with numbers 	

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		During Office Hours (Except holidays)
2	Last Date of Receipt of Tender Paper		
3	Opening of Technical Bids		
4	Opening of Financial bids (Only for bidders who have qualified in the technical bids)		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 and supply of Nua Arunima Workbook-I & II, Child Assessment Card and Picture/numeracy books (6 to 8 nos)" and "Financial Bid for Printing and supply of Nua Arunima Workbook-I & II, Child Assessment Card and Picture/numeracy books (6 to 8 nos)" both sealed envelopes should be kept in a third sealed envelope super scribing "Tender for Printing and supply of Nua Arunima Workbook-I & II, Child Assessment Card and Picture/numeracy books (6 to 8 nos)". 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. It 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 for 3 years 2022-23, 2023-24 & 2024-25(up to Nov-24).
 - Attested copy of the registration certificate under DIC/MSME/SSI or any valid Govt. Institution.
 - 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)**
 - 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.57,000/- (Rupee Fifty seven 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 Arunima Workbook-I & II, Child Assessment Card and Picture/numeracy books (6 to 8 nos) including the cost for transportation & text, if applicable up to deliver at project level.
9. The tender papers can be purchased from Cash section of the Office of DSWO, Ganjam by deposit 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). 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 deposit 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 initiated 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, Ganjam.
12. The agency has to furnish an undertaking to adhere to the specification, content and quality for supply of printing 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 deposit 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 specification laid down in the tender, Then Collector is at liberty to penalize the concerned vendor by deducting up to 100% against 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 and supply of Nua Arunima Workbook-I & II, Child Assessment Card and Picture/numeracy books (6 to 8 nos) 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 Arunima Workbook-I & II, Child Assessment Card and

Picture/numeracy books (6 to 8 nos). The finally selected bidder will have to place of sample copies of Nua Arunima Workbook-I & II, Child Assessment Card and Picture/numeracy books (6 to 8 nos) 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 Arunima Workbook-I & II, Child Assessment Card and Picture/numeracy books (6 to 8 nos) at Project Level and 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 out rightly rejected.
19. The bidder(L1) quoting the lowest rate will be considered. The successful tenderer/bidder, if fails to supply the required Nua Arunima Workbook-I & II, Child Assessment Card and Picture/numeracy books (6 to 8 nos) 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:

(ANNEXURE-A)

**OFFICE OF THE DISTRICT MAGISTRATE &
COLLECTOR, GANJAM
(D.S.W.O SECTION)
APPLICATION-TECHNICAL BID**

PRINTING & SUPPLY OF NUA ARUNIMA WORKBOOK-I&II, CHILD ASSESSMENT
CARD AND PICTURE/NUMERECY BOOKS (6 TO 8 NOS) FOR THE YEAR 2024-25

1	Name & address of the Firm /Agency	
2	Contact No. of the authorized person of the Firm./Agency	
3	No.& Date of the Money receipt of the Rs.5000/- towards purchase of Tender Papers (copy enclosed)	
4	EMD in shape of Demand Draft Rs.57,000/- in favour of DSWO ,Ganjam (Enclosed)or Valid document for EMD exemption .	
5	GST registration Certificate (Attested copy to be enclosed)	
6	PAN No. (Attested copy to be enclosed)	
7	IT Return of last financial year for 3 years 2022-23, 2023-24 & 2024-25(up to Nov-24). (Attested copy to be enclosed)	
8	Registration Certificate under DIC/MSMI/SSI or any valid Govt. Institution (Attested copy to be enclosed)	
9	Undertaking the Agency is not block listed by any Govt./PSU agency / Institution.	
10	Undertaking the Agency will adhere to the specific action content. Quality and quantity for supply of printing materials as per work order DSWO.	
11	Attested Copy of past performance certificate or work experience or work orders for similar kind of work (Attested copy to be enclosed)	

I do hereby tender to execute the above mentioned description of work in accordance with Term & condition of the Tender Notice and any deviation of the terms and Conditions shall be liable for initiation of action by the authority as per law /procedure against me.

Signature of the authorized person
/Agency /Firm

(ANNEXURE-B)
OFFICE OF THE DISTRICT MAGISTRATE & COLLECTOR,
GANJAM

(D.S.W.O SECTION)

APPLICATION – FINANCIAL BID

PRINTING & SUPPLY OF OF NUA ARUNIMA WORKBOOK-I&II, CHILD
ASSESSMENT CARD AND PICTURE/NUMERECY BOOKS (6 TO 8 NOS) FOR THE
YEAR 2024-25

To

The District Social Welfare Officer,
Ganjam.

Sub: Quotation for Printing & Supply of Nua Arunima Workbook-I & II, Child Assessment
Card and Picture/numeracy books (6 to 8 nos)

Ref: Your Tender Call Notice Date.....

Madam,

With reference to your tender call notice as mentioned above. I am to quote the rates
as mentioned in the following table for your kind consideration.

Yours faithfully

Signature of the authorized person
/Agency /Firm

Name of the Item	Specification	Total Quantity	Rate per unit cost of Nua Arunima -I & II	Total Cost (in Rs.)	Remark
Nua Arunima Workbook -I	<ul style="list-style-type: none">❖ Page-Text-56, Cover-04❖ Paper-Text-80 GSM Maplotho❖ Cover-220 GSM Art Paper❖ Printing-Text and Cover-Multi Color❖ Lamination-Matt Finish❖ Binding-Center Stitch❖ Size-21cm X 28 cm	92916			
Nua Arunima Workbook -II	<ul style="list-style-type: none">❖ Page-Text-56, Cover-04❖ Paper-Text-80 GSM Maplotho❖ Cover-220 GSM Art Paper❖ Printing-Text and Cover-Multi Color❖ Lamination-Matt Finish❖ Binding-Center Stitch❖ Size-21cm X 28 cm	92916			

Name of the Item	Specification	Total Quantity	Rate per unit cost Of Child Assessment Card	Total Cost (in Rs.)	Remark
Child Assessment Card	<ul style="list-style-type: none"> ❖ Size-21cm X 28 cm ❖ Page-4 ❖ Paper-Text-120 GSM Maplotho ❖ Printing-Multi Colour ❖ Binding-Single folding 	330368			

Name of the Item	Specification	Total Quantity	Rate per unit cost of Picture/numeracy books (6 to 8 nos)	Total Cost (in Rs.)	Remark
Picture/numeracy books (6 to 8 nos)	<ul style="list-style-type: none"> ❖ Size-21cm X 28 cm ❖ Paper-Text-120 GSM Maplotho ❖ Printing-Multi Colour ❖ Binding-Single folding Coloureful Pictorial Books demonstrating stories/ Working with numbers 	144536			

Signature of the authorized person
/Agency /Firm

**Undertaking by the Agency that the Agency is not black listed by any
Govt. / PSU Institution**

I Mr./Smt.....
Behalf of the(Name of the
Agency) do give this undertaking that our agency has never been black listed by
any Govt./PSU institution. If found that I/We have furnished false information
that legal action may be initiated against me/us by the tender committee.

Date:-
Place:-

Signature of the approved
Agency /Firm/Vender

**Undertaking by the Agency that the Agency will adhere to the
specification, content, quality and quantity for supply of printing materials**

I Mr./Smt.....
Behalf of the(Name of the
Agency) do give this undertaking that **our agency will adhere** to the
specification ,content ,quality and quantity for supply of printing materials .If
found, at any given point of time that I/We have not adhered to the
specification,content,quality and quantity for supply of printing materials as per
terms &conditions laid down in the tender documents by the office of DSWO,
Ganjam, then legal action may be initiated against me/us by the tender committee

Date:-
Place:-

Signature of the approved
Agency /Firm/Vender

**LIST OF DOCUMENTS TO BE COLLECTED BY INTENDING
BIDDERS FROM DSWO OFFICE FROM DATE: _____
TO DATE: _____**

1. Terms & Conditions with Serial No.01 to 22
2. Annexure-A-Application-TECHNICAL Bid
3. Annexure-B-Application-FINANCIAL Bid
4. Undertaking that the agency is not Black Listed
5. Undertaking that the agency will adhere to the specification, content, quality & quantity for supply of printing material