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**OFFICE OF THE SUPERINTENDENT, OBSERVATION HOME & SPECIAL HOME, BOUDH  
(Department of W&CD, Government of Odisha)**

**At-Brundaban, Po-Mathura, Dist-Boudh**

**Letter No: 70 /OH&SH, Date: 02.07.2024**

**TENDER CALL NOTICE**

Tender Call Notice is invited from registered farm/ Authorized Dealer/ Supplier/Manufacturer for supply of Grocery, Vegetables, Fruits, Non-veg(Fish, Egg & Chicken) Daily use items, Clothing(T-shirt, Pant, Towel, Underwear, Slipper), Office Stationary, Sports items, Electrical items, Hair Cutting and Utensils to the Observation Home & Special Home, Boudh. The Tender Call Notice shall be submitted on or before .....16/07/24..... up to 5.00 PM through Registered post/Speed post to the Superintendent Observation Home & Special Home, At-Brundaban, Po-Mathura, Dist-Boudh. The Tender will be opened on .....18/7/24..... At .....4pm..... in the presence of the bidders or their authorized representative and Tender Committee of OH&SH, in Office of the Observation Home & Special Home Boudh. The Tender can be downloaded from the district website i.e. [www.boudh.odisha.gov.in](http://www.boudh.odisha.gov.in)

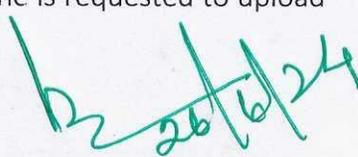
The authority reserves the rights to accept or reject any or all Tender Call Notice without assigning any reason thereof.

Sl. No.	Name of the Product	Specification
1	Mess Items (Grocery)	Annexure-I
2	Vegetables & Fruits	Annexure-II
3	Non-Veg items(Fish, Egg, Chicken)	Annexure-III
4	Daily use items	Annexure-IV
5	Clothing(T-shirt, Pant, Towel, Underwear, Slipper etc.)	Annexure-V
6	Office Stationary, Sports items	Annexure -VI
7	Hair Cutting(CICL)	Annexure -VII

  
26/6/24  
Sub-Collector cum Secretary  
OH & SH Boudh

Memo No. 71 /OH, Dated. 02 / 07 /2024

Copy forwarded to the De GM, Boudh for information and he is requested to upload the Tender Call Notice in the District Website.

  
26/6/24  
Sub-Collector cum Secretary  
OH & SH Boudh

## TENDER DOCUMENT FOR SUPPLY OF DIFFERENT ITEMS OF OBSERVATION HOME & SPECIAL HOME, BOUDH.

### GENERAL INSTRUCTION TO BIDDERS

1. The tender should be submitted according to the terms and conditions specified in paragraphs 3 to 15 unless specified in otherwise in the Tender, it shall be construed that the terms and conditions stipulated hereunder have been agreed to.
2. The Rate should be freight on road Observation Home & Special Home and should include excise Duty, Sales Tax, Vat Tax and any other taxes, or imposition whatever liable in respect of the supplies. The Observation Home & Special Home shall not pay freight etc.
3. There should not be any over writing, corrections in the Tender. If a figure is to be amended, it should be neatly scored out and then revised figure should be written above and the same should be attested with full signature and date. In the absence of the attested signature the tender is liable to be rejected.
4. The undersigned does not bind him to accept the lowest tender and reserve the right to accept the tender in whole or in part i.e. with respect to all the articles mentioned in the attached statement or in respect of any one or more than one articles specified in the attached statement as he/ she may decide. On the acceptance of the tender it will become a contract and the contractor shall be bound by the terms and conditions of the tender and the provision of G.F.R.
5. If the contractor fails to supply the articles within the time stipulated in the letter of acceptance by' the undersigned, the undersigned shall be at liberty to purchase the articles from the market or get the rest of the contract completed by any other person of firm and the difference of price, if any, shall be deducted from the the contractor.
6. The quantity of articles indicated in the attached statement may be increased or decreased at the discretion of the undersigned without assigning any reason.
7. Prior to acceptance of the Tender, the undersigned reserves the rights to call for samples or demonstration and the contractor shall be liable to supply the sample give the demonstration free of cost.
8. The rate quoted by the contractor shall hold good up to March 2025 No amount amendment in the rate except increase/ decrease in the rate of sales tax during the period of supplies will be accepted. For the branded item, if there would be some free gift schemes, marked on the packing, the same would be liable to be supplied with the articles on free of cost also and also shown in the bill.
9. In the event of acceptance of the tender and placing of the order for purchase, the articles ordered for would be subject to an inspection by the undersigned or his representative and are liable to be rejected if the article supplied are not according to approved samples or do not confirm to the specifications prescribed.
10. In the case of furniture, the type of wood to be used in furniture should be seasoned teak wood and wood should not exceed more than 10% gap. The contractor shall be required to fix a metal label on the furniture supplied by him giving his name and year of manufacture.
11. The amount of security deposit shall be retained by the "**Observation Home & Special Home**" for period of six months from the date of completion of supplies as a safeguard against any defect appearing in the articles supplied within the period.
12. In no case the payment will be made above maximum retail price (MRP).

13. Tender which does not comply with the above conditions is liable to be rejected.

14. The sealed tender should invariably contain: -

- i. Current Commercial tax, VAT TAX and other Tax clearance certificate from the competent authority.
- ii. Copy of the Tin/ Serial no. of concern firm\GST Nos.
- iii. Copy of permanent registration certificate from the commercial department.
- iv. Earnest Money.
- v. Lowest rate well as terms of supply if any.
- vi. Specification and printed catalogue and other concerned literature of the equipment to be supplied.
- vii. In case of authorized Dealers, Authorization letters from the manufacturer/ Supplier.
- viii. Signature of the authorized person on all pages with date.
- ix. 2% GST will be deducted where the payments exceeds 2.5 lakh in the Financial year and TDS will be deducted on the total billing amount as per OH & SH Rules.

15. In the Tender Form, Brands names of few products arc given on example basis if the contractor wants to quote a product of a different brand he can quote with rate and weight of the product. But the product should be of a reputed brand. The sample of all the items should be submitted at the time of opening of Tender.

16. The maintenance cost of Rs. 3,000/-per inmate per month including food, Clothing, Medicine, soap, oil etc. and supplementary education etc. The revised food menu is required to be implemented in accordance with the terms and conditions laid down in resolution No.10102/WCD-CW-MISC-0023/2020 dated 15.09.2020.

Sl. No.	Name of Items
1	Mess(Grocery) Items
2	Vegetables & Fruits
3	Non-Veg. items(Fish, Egg, Chicken)
4	Daily Needs items
5	Clothing (T-shirt, Pant, Towel, Underwear, Slipper)
6	Office Stationary & Sports items
7	Hair Cutting(CICL)

11/21/23/05/2024  
 Superintendent,

Observation Home & Special Home, Boudh

**UNDERTAKING BY THE SUPPLIER**

We M/S \_\_\_\_\_ agree fully that terms and conditions specified in Paragraph 3 to 16 and enclose the rates of items as per list and specifications given by the Superintendent, OBSERVATION HOME & SPECIAL HOME, BOUDH Odisha in printed letters head or form of the firm.

Signature \_\_\_\_\_

Name of the Proprietor \_\_\_\_\_

Seal of the Firm \_\_\_\_\_

Witness (Signature, Name & Address)

\_\_\_\_\_

\_\_\_\_\_

PLACE.....

DATE.....

**OBSERVATION HOME & SPECIAL HOME, DIST-BOUDH, ODISHA**

**QUOTATION FOR SUPPLY OF MESS ITEMS (GROCERY)**

1. Name & address of the party/Firm: \_\_\_\_\_
2. Registration No. of the Firm: \_\_\_\_\_ Valid up to \_\_\_\_\_

**PARTICULARS OF THE ITEMS:**

Sl. No.	Name of Items	Unit	Discount Rate	Rate in Rs.
1	WHEAT ATTA (ASHIRBAD/FORTUNE)(GOOD QUALITY)	Per kg.		
2	HARAR DAL (BIG GRAIN, REPUTED BRAND TOP QUALITY)	Per kg.		
3	MOONG DAL (BIG GRAIN, REPUTED BRAND TOP QUALITY)	Per kg.		
4	BIRI DAL(GOOD QUALITY)	Per kg.		
5	RAHAD DAL (BIG GRAIN, REPUTED BRAND TOP QUALITY)	Per kg.		
6	BUTA DAL(GOOD QUALITY)	Per kg.		
7	FLATTENED RICE (CHUDA)GOOD QUALITY	Per kg.		
8	SHREERAM PAMPAD(GOOD QUALITY)	Per kg.		
9	SEMIYA( GOOD QUALITY)	Per kg.		
10	BADAM(GOOD QUALITY)	Per kg.		
11	BESAN(GOOD QUALITY)	Per kg.		
12	SOOJI (GOOD QUALITY)	Per kg.		
13	PARCHED RICE(MUDHI)(GOOD QUALITY)	Per kg.		
14	MIXTURE(GOOD QUALITY)	Per kg.		
15	KHEER MIX(GOOD QUALITY)	Per kg.		
16	MILK MAID(NESTLE) 400GM	Per tin		
17	AMUL MILK(GOOD QUALITY)	Per kg.		
18	PEAS (GOOD QUALITY)	Per kg.		
19	SUGAR (BIG GRAIN,GOOD QUALITY)	Per kg.		
20	REFINED SUN-FLOWER OIL (FREEDOM/FORTUNE,DHARA)	Per Ltr.		
21	MUSTARD OIL (AG MARK) DOUBLE HIRAN ,ENGINE)	Per Ltr.		
22	SALT ( TATA,ANAPURNA,ASHIRBAD)	Per kg.		
23	DRY CHILLIES (GOOD QUALITY)	Per kg.		
24	CORIANDER POWDER (GOOD QUALITY)500GM	Per 500gm.		
25	TURMERIC POWDER(GOOD QUALITY)	Per kg.		
26	EVEREST CHICKEN MASALA(BHARAT)500GM	Per 500gm.		
27	EVEREST MEATMASALA(BHARAT)500GM.	Per 500gm.		
28	EVEREST PANNER MASALA(BHARAT)500GM.	Per 500gm.		

29	EVEREST GARAM MASALA(BHARAT)500GM.	Per 500		
30	JEERA (GOOD QUALITY)	Per kg.		
31	FUTANA (GOOD QUALITY)	Per kg.		
32	GARLIC (GOOD QUALITY)	Per kg.		
33	GINGER (FRESH & GOOD QUALITY)	Per kg.		
34	ONION (RED,FRESH & GOOD QUALITY)	Per kg.		
35	TAMARIND (WITHOUT SEEDS GOOD QUALITY)	Per kg.		
36	SOYA BADI(GOOD QUALITY)	Per kg.		
37	BISCUIT(LEMON/ORANGE(RS.5/-PACK)	Per pkt.		
38	TEJ PATTA(GOOD QUALITY)	Per pkt.		
39	JAI PATRI(GOOD QUALITY)	Per kg.		
40	CURRY POWDER(RUCHI)500GM.	Per 500gm.		
41	GREEN MOTOR(GOOD QUALITY)	Per kg.		
42	KABULI BUTA(BIG SIZE)	Per kg.		
43	TATA TEA(250gm.)	Per 250gm.		
44	BLACK PEPPER(GOOD QUALITY)	Per kg.		
45	DALCHIN(GOOD QUALITY)	Per kg.		
46	ELAICHI(GOOD QUALITY)10gm.	Per 10gm.		
47	METHI(GOOD QUALITY)25gm.	Per 25gm.		
48	MUSTARD(GOOD QUALITY)	Per kg.		
49	CHILLI POWDER(TIKHALAL)500gm.	Per 500gm.		
50	KASHIMIR CHILLI POWDER)500gm.	Per 500gm.		
51	GHEE(Sri Sri Shuddh Ghee)	Per Ltr.		
52	Non-Veg PASTE	Per pkt		
53	KHAJAR(GOOD QUALITY)	Per pkt.		
54	KAJU(GOOD QUALITY)	Per kg.		
55	KISMIS(GOOD QUALITY)	Per kg.		

Date: \_\_\_\_\_

Signature or the Supplier.....

Name.....

Seal with Address: .....

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Annexure-II

OBSERVATION HOME & SPECIAL HOME, DIST-BOUDH, ODISHA

Quotation for Supply of Vegetables & Fruits. items

1. Name & address of the party/Firm: \_\_\_\_\_

2. Registration No. of the Firm: \_\_\_\_\_ Valid up to \_\_\_\_\_

Sl. No.	Name of Items	Unit	Rate From July-24 to Nov-24	Rate From Dec-24 to April-25
1	PANEER (FRESH & GOOD QUALITY)(OMFED/MILK MOO/AMUL)	Per kg.		
2	POTATO (FRESH & GOOD QUALITY)	Per kg.		
3	BRINJAL (FRESH & GOOD QUALITY)	Per kg.		
4	PUMPKIN (RED,RIPE & FRESH & GOOD QUALITY)	Per kg.		
5	GREEN PAPAYA (FRESH & GOOD QUALITY STANDARD SIZE)	Per kg.		
6	GOURD (LAU)(FRESH & GOOD QUALITY)	Per kg.		
7	SARU (FRESH & GOOD QUALITY)	Per kg.		
8	YAM (DESI ALU)(FRESH & GOOD QUALITY)	Per kg.		
9	BINS (FRESH & GOOD QUALITY)	Per kg.		
10	LADIES FINGER (FRESH & GOOD QUALITY)	Per kg.		
11	CABBAGE (FRESH & GOOD QUALITY)	Per kg.		
12	CAULIFLOWER (FRESH & GOOD QUALITY)	Per kg.		
13	KUNDURI (FRESH & GOOD QUALITY)	Per kg.		
14	BITTER GOURD (KALARA)(FRESH & GOOD QUALITY)	Per kg.		
15	TOMATO (FRESH & GOOD QUALITY)	Per kg.		
16	GREEN BEANS (FRESH & GOOD QUALITY)	Per kg.		
17	RADISH (FRESH & GOOD QUALITY)	Per kg.		
18	SPINY GOURD (KANKADA) (FRESH & GOOD QUALITY)	Per kg.		
19	RIDGE GOURD (JANHI) (FRESH & GOOD QUALITY)	Per kg.		
20	CARROT (FRESH & GOOD QUALITY)	Per kg.		
21	APPLE(FRESH & GOOD QUALITY)	Per kg.		
22	ORANGE(FRESH & GOOD QUALITY)	Per kg.		
23	CUCUMBER(FRESH & GOOD QUALITY)	Per kg.		
24	SIMBA(Fresh & Good Quality)	Per kg.		
25	BANANA(RIPE)	Per kg.		
26	GRAPHS(Fresh & Good Quality)	Per kg.		
27	MILK(Fresh & good Quality)	Per pkt.		
28	DAHI(Fresh & Good Quality)	Per pkt.		

Signature of Supplier

Name.....

Seal with Address.....

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**OBSERVATION HOME & SPECIAL HOME, DIST-BOUDH, ODISHA**

**Quotation for Supply of Non-Veg. items**

1. Name & address of the party/firm: \_\_\_\_\_

2. Registration No. of the Firm: \_\_\_\_\_ valid up to \_\_\_\_\_

Sl. No.	Particulars of Items	Unit	Rate quoted in Rs.
1	CHICKEN ( BROILER, FRESH, GOOD QUALITY & SKIN LESS)	Per kg.	
2	HEN'S EGG (BIG SIZE)	Per pcs	
3	FISH (FRESH,ROHI,BHAKURA,MIR IKALI) (BIG SIZE	Per kg.	

Signature of Supplier

Name.....

Seal with Address.....

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Annexure-IV

**OBSERVATION HOME & SPECIAL HOME, DIST-BOUDH, ODISHA**

**Quotation for Daily Needs Items**

1. Name & address of party/firm: \_\_\_\_\_

2. Registration No. of the Firm: \_\_\_\_\_ Valid up  
to \_\_\_\_\_

Sl. No.	Particulars of Items	Quantity	% Discount on MRP
1	KHADIKA JHADU (STANDARD SIZE)	Per pc	
2	PHULLA JHADU(GOOD QUALITY)	Per pc	
3	WASHING POWDER (SURF EXCEL) 1KG.	Per kg.	
4	WASHING SOAP (SURF EXCEL/VIM)	Per pc	
5	BATHING SOAP (BIG SIZE)(MARGO,DETTOL EACH 130 GM)	Per pc	
6	VIM BAR(Soap)	Per pc	
7	TOILET USE(GANDHA KARPUR)	Per pc	
8	TOURCH BATTERY(NOVINO,EVERYDAY)	Per pc	
9	MATCH BOX (STANDARD SIZE)	Per pc	
10	SHAMPOO (SMALL POCKET) (CLINIC PLUS/CHIC/DOVE)	Per pc	
11	DRAIN BRUSH (GOOD QUALITY)	Per pc	
12	TOILET BRUSH	Per pc	
13	LED BULB 9 WATT (PHILIPS,BAJAJ,SHYSKA,OREVA)	Per pc	
14	TUBE LIGHT 20 WATT ( PHILIPS,BAJAJ,SHYSKA,OREVA)	Per pc	
15	PHENYL (GOOD QUALITY 1 LTR.)	Per Ltr.	
16	MOSQUITO COLL (GOOD NIGHT,MAXO,MORTEIN)	Per pc	
17	TOOTH BRUSH	Per pc	
18	TOOTH PASTE (COLGATE/CLOSE - UP)100G PACKING	Per pc	
19	TONGUE CLEANER (GOOD QUALITY)	Per pc	
20	TOILET CLEANER (HARPIC/DOMEX/SANI	Per Ltr.	
21	BLEACHING POWDER (GOOD QUALITY)ISO Mark	Per kg.	
22	DETTOL /SAVLON ( 500ML)	Per pc	
23	DRY BROOM(GOOD QUALITY)	Per pc	
24	ACID (GOOD QUALITY) 1 LTR.BOTTLE.	Per Ltr.	
25	DOCTOR PHENYL (GOOD QUALITY) 1LTR.BOTTLE.	Per Ltr	

26	MAKARA JALI(GOOD QUALITY)	Per pc	
27	WIPER(GOOD QUALITY)	Per pc	
28	PLASTIC DUSTPAN(GOOD QUALITY)	Per pc	
29	PLASTIC DUSTBINS(GOOD QUALITY)	Per pc	
30	WATCH BATTERY	Per pc	
31	HAIR OIL(COCONUT/SEASAME) 100ml.	Per pc	
32	VASELINE SKIN PROTECTING JELLY	Per pc	
33	GLYCERINE CREAM	Per pc	
34	COMB(STANDARD SIZE)	Per pc	
35	TOILET USE(ODONIL AIR FRESHENER)	Per pc	
36	HOUSE USE(ROOM FRESHENER)	Per pc	
37	WASHING JALI	Per pc.	

Signature of the supplier

Name.....

Seal with Address of the firm.....

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**OBSERVATION HOME & SPECIAL HOME, DIST-BOUDH, ODISHA**

**Quotation for Clothing (T-shirt, Pant, Underwear, Slipper)**

- 1. Name & address of party/firm: \_\_\_\_\_  
\_\_\_\_\_
- 2. Registration No. of the Firm: \_\_\_\_\_ Valid  
upto \_\_\_\_\_

Sl. No.	Particulars of Items	Quantity	% Discount on MRP
1	T.SHIRT (GOOD QUALITY)	Per pc	
2	PANT(GOOD QUALITY)	Per pc	
3	TOWEL( GOOD QUALITY)	Per pc	
4	UNDER WEAR(GOOD QUALITY)	Per pc	
5	SLIPPER(GOOD QUALITY)	Per pc	

Signature of the supplier

Name.....

Seal with Address of the firm.....

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**OBSERVATION HOME & SPECIAL HOME, DIST. BOUDH, ODISHA****Quotation for Office Stationary & Sports**

1. Name &amp; address of party/firm:

\_\_\_\_\_

2. Registration No. of the Firm: \_\_\_\_\_ Valid up  
to \_\_\_\_\_

Sl. No.	Particulars of Items	Quantity	% Discount on MRP
1	VOLLEY BALL NET( GOOD QUALITY)	Per pc	
2	VOLLEY BALL(NIVIA)( GOOD QUALITY)	Per pc	
3	CRICKET BALL( GOOD QUALITY)	Per pc	
4	CRICKET BALL( GOOD QUALITY)	Per pc	
5	CRICKET BAT( GOOD QUALITY)	Per pc	
6	CAROM POWDER(SSS)( GOOD QUALITY)	Per pc	
7	TENNIS NET(GOOD QUALITY)	Per pc	
8	TENNIS BAT(GOOD QUALITY)	Per pc	
9	TENNIS CORK(GOOD QUALITY)	Per pc	
10	USE & THROW PEN(GOOD QUALITY)	Per pc	
11	REGISTER BOOK(GOOD QUALITY)	Per pc	
12	PENCIL(GOOD QUALITY)	Per pc	
13	BRUSH(GOOD QUALITY)	Per pc	
14	SKETCH PEN( GOOD QUALITY)	Per pc	
15	DRAWING SHEET( GOOD QUALITY)	Per pc	
16	OFFICE ENVELOPES(GOOD QUALITY)	Per pc	
17	JK PAPER	Per pc	
18	CELLO TAPE	Per pc	
19	DOUBLE SIDED CELLO TAPE	Per pc	
20	WHITNER PEN (0.MM CORRECTION PEN)	Per pc	
21	HIGHLIGHTER PEN	Per pc	
22	BOOKS	Per pc	
23	MAGNETIC DUSTER	Per pc	
24	OFFICE GLUE	Per pc	

Signature of the supplier

Name.....

Seal with Address of the firm.....

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**OBSERVATION HOME & SPECIAL HOME, DIST-BOUDH, ODISHA**

**Quotation for Service of Hair Cutting .**

1. Name & address of the party/firm: \_\_\_\_\_  
\_\_\_\_\_
2. Registration No. of the Firm: \_\_\_\_\_ valid up to \_\_\_\_\_  
\_\_\_\_\_.

Sl. No.	Particulars of Items	Quantity	% Discount on MRP
1	Hair Cut	Per Child	
2	Shave	Per Child	

Signature of the supplier

Name.....

Seal with Address of the firm.....  
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