

**Tender Call Notice for Procurement of Hessian Cloth  
(Superior/Inferior) and Hessian Twine.**

Sealed tenders in prescribed format are invited from the manufacturers (firms / jute mills having their own manufacturing unit of Hessian Cloth) for supply of Hessian cloth and twines to be used in 2016 KL operation in accordance with the terms and conditions spelt out in this tender document. Bidders can bid for any or all of the items.

**1. Quantities of Materials intended to be procured:**

- a. 812 bales of Hessian Cloth (Superior)
- b. 272 bales of Hessian Cloth (Inferior)
- c. 12 MT of Hessian Twine.

Quantities indicated above are tentative and may vary as per actual requirement.

**2. Specification for Hessian cloth/Twine:**

Hessian Cloth (Superior)	101.6 cm X 101.6 cm = 283.50 grams in dry condition.11 porters X 12 shorter per 2.54cmX2.54cm (equivalent to One Sq. inch),mill pressed,(One Bale = 1828.8 meters)
Hessian Cloth (Inferior)	114.3 cm X 114.3 cm = 212.62 grams in drying condition.9 porters X 9shorters per 2.54cmX2.54cm (equivalent to One Sq. inch),mill pressed, (One Bale = 1828.8 meters)
Hessian Twine	8LBX3Ply(90’’reel) Weight of one bale=50 kg in dry condition

**3. Purchase of Tender Document:**

The tender document can be obtained from the office of the Principal Chief Conservator of Forests (KL) Odisha,1<sup>st</sup>Floor,AranyaBhawan, Chandrasekharpur Bhubaneswar, on cash payment of **Rs.3000/-& Rs.120/-** towards cost of tender papers and VAT ( both non-refundable) on any working day from **11 AM to 5 PM**. The format can also be down-loaded the website <http://www.Odisha.gov.in/tenderor> <http://www.odishaforest.in> and in that case the tenderer shall enclose two separate Bank Drafts, one of **Rs.3000/-&** other of **Rs.120/-**, payable in favour of Asst. Chief Conservator of Forests (KL) Odisha, drawn in any Nationalized Bank payable at Bhubaneswar, along with the technical bid of the tender.

#### **4. About Tender Document:**

Tender Document comprises two parts; Technical Bid and Financial Bid. Each part duly filled in shall be separately sealed in envelopes and superscribed in the following manner. "Tender for Hessian Cloth & Twine-Technical Bid" for technical bid and "Tender for Hessian Cloth & Twine-Financial Bid" for financial bid. The name of the tenderer shall also be mentioned at the left lower portion of each envelope. Both the envelopes shall then be enclosed in another envelope super scribed with the script "Tender for Hessian Cloth & Twine" and sent to/submitted with, The Principal Chief Conservator of Forests (KL), Odisha, Bhubaneswar.

- i. Technical Bid document comprises Format-T/1, Format-T/2, Format-T/3 and Format-T/4 prescribed here under to be submitted with documents as specified.
- ii. Financial Bid document comprises Format-2 prescribed here under.

#### **5. Eligibility Criteria for Tenderer:**

- a. Tenderer shall be a manufacturer of Hessian Cloth and Twines
- b. Annual Turn Over shall not be less than Rs.20 crores in each of last three years.
- c. Annual Production of Hessian Cloth should not be less than 5000 bales/100 MT of Hessian twines.
- d. Must have registered under Central Sales Tax authority
- e. Must have valid Manufacturing License issued by Director of Factories
- f. Must have supplied Hessian cloth of value not less than Rs.3crores in a single contract each in last two years (2014-15 & 2013-14). In case of supply of Hessian twines the value of supply shall not be less than Rs.15 lakhs in a single contract each in last two years.
- g. Must not be under declaration of Ineligibility.
- h. Outside manufacturers who do not have any branch inside Odisha and have not made any transaction inside Odisha but are participating in the tender shall produce an affidavit to that effect.

#### **6. Tender Schedule:**

The tender schedule shall be as under;

Last date of submission of Tender	<b>18.01.2016 by 5.00 p.m.</b>
Pre-bid meeting for queries, clarification etc.	<b>28.12.2015 at 4.00 pm</b> Venue – Office of the PCCF(KL) ,Odisha, AranyaBhawan, Chandrasekharpur,Bhubaneswar, Odisha- 751023
Opening of Technical Bid	<b>19.01.2016 at 11.00 a.m</b>
Opening of Financial Bid	<b>To be announced later on</b>

#### **7. Earnest Money Deposit (EMD):**

Each tender shall be accompanied with a bank draft of **Rs. 5,00,000/-** (Rupees five lakh only) drawn on any Nationalized Bank payable at Bhubaneswar in favour of the Asst. Chief Conservator of Forests (Kendu Leaves), Odisha, Bhubaneswar towards Earnest Money or Bid Security Money (BSM).The EMD will be forfeited should the bidder withdraws its bid before opening of the tender or does not deposit security money within specified in case the bidder's offer is accepted by the competent authority. In other cases it will be refunded. The earnest money will not be accepted in any other form. The EMD amount of successful tenderer may be adjusted against the Security Deposit.

#### **8. Submission of Samples:**

Each tenderer shall submit 21 samples of Hessian cloth (Superior) of size (101.6 cm X 101.6 cm),03 samples of Hessian cloth (Inferior) of size (114.3 cm X 114.3 cm), and 06 samples of 100 grams reel of Hessian Twine according to the specifications along with the tender. Each sample of Hessian Cloth/Twine shall be in sealed transparent packet bearing the signature and seal of the tenderer.

#### **9. Submission of Tender Document:**

The document sealed in the manner as prescribed herein can be dropped in the 'Tender Box' in the office of the Principal Chief Conservator of Forests (KL), Odisha or can be sent by registered/speed post at the address of communication. However, the undersigned shall not be responsible for any postal delay nor any tender document received beyond the scheduled time shall be entertained.

## **10. Documents to be enclosed with Technical Bid:**

- a. Copies of Income Tax Returns and audited balance sheet and profit & loss account duly audited by Chartered Accountant Firms for 2012-13, 2013-14 & 2014-15 financial years.
- b. Copy of Central Sales Tax registration certificate
- c. Copy of Manufacturing License
- d. Copy of certificate issued by Jute Commissioner, GOI, in regard to production
- e. Copies of supply order and completion certificate of concerned authorities
- f. Self-Declaration (Format-T/2)
- g. Authorization Letter (Format-T/3)
- h. Tender terms & conditions Acceptance Letter (Format-T/4)

## **11. About Financial Bid:**

In the financial bid, price shall be quoted separately for basic price, statutory taxes applicable thereon (Cess, VAT/CST, and others if applicable) and transportation cost for each Bale of Hessian Cloth (Superior/Inferior), comprising 1828.8 meters and per MT in case of Hessian Twine. The basic price offered at the time of tender shall be limited to the price based on EIJHE (East India Jute and Hessian Exchange) Kolkata, bulletin price on the date of dispatch of the materials or whichever is lower. The cost of transportation shall include packing forwarding, insurance charges, loading, unloading, and transportation to the specified destinations, anywhere within Odisha. ***The financial Bid shall be valid for a minimum of 90 days from the date of opening of the financial bid.***

## **12. Acceptance of Tender Document:**

Tender document not submitted as per the terms and conditions spelt out herein shall be summarily rejected.

### **13. Pre-bid Meeting & Technical Evaluation of Tender:**

The pre-bid meeting will be held on 28.12.2015 at 4.00 p.m. in the office chamber of Principal Chief Conservator of Forest(KI) Odisha. The technical bids of tenders received within prescribed time will be opened on the 19th January,2016 at **11.00A.M.**and evaluated by a technical committee to be constituted by the PCCF (KL). The tenderers or their authorized representatives are advised to remain present at the time of opening of the technical bids as scheduled above. After evaluation, the Technical Committee shall declare the names of tenderers who would qualify in the technical bid.

### **14. Opening of Financial Bid:**

The financial bids of the bidders qualified in the technical evaluation shall be opened by the Purchase Committee. The date of opening of financial bid will be declared later on by the Principal Chief Conservator Forests (Kendu Leaves), Odisha. The final acceptance of the tenders will be decided by the competent authority whose decision will be final.

### **15. Execution of Agreement:**

The successful bidder shall execute an agreement with the Principal Chief Conservator of Forests (Kendu Leaves), Odisha, Bhubaneswar within 7 days of communication of acceptance of his offer on payment of security deposit. Agreement format will be supplied along with the communication letter regarding acceptance of offer.

### **16. Security Deposit (SD):**

The successful bidder shall deposit Rs.15.00 (Fifteen) lakhs towards security deposit within seven days of acceptance of the offer in shape of bank draft in favour of *Asst. Chief Conservator of Forests (KL), Odisha Bhubaneswar*, drawn in any nationalized bank payable at Bhubaneswar. The EMD amount may be adjusted against the Security Deposit amount If the bidder is successful for Hessian twines only, the bidder shall deposit Rs.2.00 (Two) lakhs towards security deposit in shape of Bank Draft. Security Money shall not be accepted in any other form. SD is liable to be forfeited in case the successful bidder fails to abide by the terms and conditions of this tender or agreement thereon.

### **17. Supply Schedule of Hessian Cloth & Twines:**

The schedule of supply of indented materials shall be as under. The supply schedule is likely to change at the time of placing actual order.

**A. Hessian Cloth(Superior):**

Name of the KL Division (Consignee)	Quantity to be supplied (in bales)			
	Total	Within 30 days of Indent	Within 60 days of Indent	Place of delivery
Angul	48	24	24	Angul – 48
Athamallik	60	42	18	Athamallik –
Keonjhar	25	8	9	Kamakhyanagar-17
		4	4	Telkoi – 8
Boudh	54	18	18	Kantamal – 36
		18	0	Charichhak – 18
Phulbani	40	14	0	Gochhapada – 14
		13	13	Phulbani – 26
Sambalpur	40	14	6	Sindhol – 20
		14	6	Bhatli – 20
Deogarh	39	15	8	Teleibani – 23
		8	8	Kandhal - 16
Rairakhol	60	42	18	Rairakhol – 60
Kuchinda	36	12	8	Bhojpur – 20
		8	8	Kuchinda - 16
Jharsuguda	30	12	8	Belpahar – 20
		10	0	Jharsuguda-10
Rourkella	48	14	14	Rajgangpur– 28
		14	6	Rajamunda - 20
Bolangir	32	10	10	Bolangir – 20
		12	0	Bisimunda – 12
Titilagarh	55	24	0	Saintala – 24
		23	8	Belgaon – 31
Patnagarh	55	14	13	Jogimunda – 27
		14	14	Patnagarh – 28
Padampur	50	14	14	Padampur – 28
		14	8	Diptipur – 22
Bhawanipatna	35	14	14	Bhawanipatna –28
		7	0	M. Rampur – 7
Khariar	15	15	0	Khariar-15
Nawarangpur	90	45	45	Papadahandi – 45 Jhargaon – 45
<b>Total</b>	<b>812</b>	<b>510</b>	<b>302</b>	

**B.HessianCloth(Inferior):**

Name of the KL Division (Consignee)	Quantity to be supplied (in bales)			
	Total	Within 30 days of Indent	Within 60 days of Indent	Place of delivery
Jeypore	272	172	100	Malkanagiri – 172 Mathili – 100
<b>Total</b>	<b>272</b>	<b>172</b>	<b>100</b>	

**C.Hessian Cloth (Twine):**

Name of the KL Division	Quantity to be supplied (in bales)	Within 30 days of receipt of the order of supply (in bales)	Place of delivery (quantity in bales)
Sambalpur	6	6	Sambalpur-6
Bolangir	6	6	Bolangir-6
<b>TOTAL</b>	<b>12</b>	<b>12</b>	

Materials shall be supplied as per the above schedule failing which defaulting charges @ Rs.200/- per day per Bale/MT of Hessian Cloth/Twine will be deducted from the dues payable to the supplier.

**18. Pre-delivery Inspection (PDI):**

PDI of the materials before dispatch shall be made by an authorized organization/surveyors or staff of Kendu Leaves wing as will be decided by the Principal Chief Conservator of Forests (Kendu Leaves) Odisha and only the materials passed in PDI and duly stamped shall be dispatched. The cost of PDI would be borne by the Principal Chief Conservator of Forests (KL) Odisha.

## **19. Payment Schedule:**

The successful bidder may submit bills, division-wise, against delivery of materials made. Payment of 90% of the bill will be made by the Principal Chief Conservator Forests (Kendu Leaves), Odisha on satisfactory receipt of the goods according to the specification and after due verification at different destinations. Balance 10 percent shall be paid within 90 days of completion of satisfactory supply of goods, after recovery of Govt. dues if any outstanding against the supplier for breach of any terms and conditions of the agreement in respect of the supply. All payments will be made through RTGS.

## **20. Rescission of Agreement:**

In the event of failure to supply the materials as per supply schedule or for breach of any terms and conditions of the contract, the agreement will be rescinded by the Principal Chief Conservator of Forests (KL), Odisha, Bhubaneswar, who reserves the right to buy the required quantity from other sources. Excess cost, if any, incurred for the same and loss if any, sustained by the Government on this account shall be recovered from the Security Deposit and if that is insufficient, then the balance amount will be recovered as arrears of land revenue under Odisha Public Demand Recovery Act. Tenders for part supply of the materials will not be entertained.

## **21. Address for Communication:**

The address for communication shall be as under;

Principal Chief Conservator of Forests (KL), Odisha

1<sup>st</sup> Floor, Aranya Bhawan, Chandrasekharpur, Bhubaneswar-751023

**Telephone No.-0674-2300916, Fax No.-0674-2300514.**



## **22. Miscellaneous:**

- a. The competent authority is not bound to accept the lowest tender and may reject any or all the tenders without assigning any reason thereof.
- b. The conditions embodied in the tender details will form part of the agreement.
- c. The very fact of submission of tenders will be treated as acceptance of all the conditions of the tender embodied in the tender details.
- d. Any notice sent to the tenderer by registered post with an acknowledgement on the address furnished by the tenderer at the time of filing tender shall be deemed to have been duly served.
- e. The jurisdiction of this tender shall be at Bhubaneswar. No suit regarding the agreement entered into in this respect and for breach of any condition of the agreement shall lie in any court outside Bhubaneswar, Odisha.
- f. The Principal Chief Conservator of Forests (KL), Odisha, Bhubaneswar reserves the right to modify / cancel any condition on the tender without assigning any reasons thereof before the last date of submission of tender document. Such modifications, changes and the corrigendum if so required, may be issued separately on the same website where this tender document has been uploaded.

**Bhubaneswar**  
**Date: .12.2015**

**PRINCIPAL CHIEF CONSERVATOR OF FORESTS**  
**KENDU LEAVES, ODISHA**

**TENDER DOCUMENT FOR SUPPLY OF HESSIAN CLOTH AND TWINES****Technical Bid:**

A	Name : (In case of company / firm, notarized copy of power-of Attorney to be enclosed)					
B	Father's/ Husband's Name and address					
C	Address for correspondence : (With Tel. No. /Fax. No. with STD code, Mobile)					
D	License with up to date renewal of the Manufacturing Unit, issued by the Directorate of factories. (Attested photo copy of license shall be attached )					
E	Photo copy of Certificate under Central Sales Tax , ( Registration and Turn Over rules -1957 ) from the Sales Tax Commissioner / Officer competent to issue such certificate.(Self-attested photo copy of certificate shall be attached )					
F	Annual physical turnover for last three years. (Self-attested Photo copy of the certificate from the Jute Commissioner, Govt. of India to be enclosed.) Minimum capacity per annum should be 5000 bales of Hessian Cloth.	Item	2012-13	2013-14	2014-15	
		H.Cloth (In Bales )				
G	Self attested Documents in support of successful supply of Hessian materials involving value of 2 crores and above (in case of H. Cloth) per year in last three years.					
H	Self attested Documents in support of balance sheet on loss and profit account of last two years audited by Chartered Accounts Firms. The minimum annual turnover for bidding should be 20 crores.					
I	21 samples of Hessian cloth (Superior) of size(101.6 cm X 101.6 cm) each,03 samples of Hessian cloth (Inferior) of size (114.3 cmX 114.3) cm& 6 samples of 100 grams reel of Hessian Twine duly sealed and signed.					
J	The specification for Hessian cloth (Superior/Inferior/Twine) to be supplied shall be as under:					
K	Specification for Hessian cloth (Superior)	101.6 cm X 101.6 cm = 283.50 grams in dry condition. 11 porters X 12 shorter per 2.54 cmX2.54 cm. (equivalent to one sq. inch), Mill pressed, One Bale = 1828.8 meters				
L	Specification for Hessian cloth (Inferior)	114.3 cm X 114.3 cm = 212.62 grams in dry condition. 9 porters X 9 shorter per 2.54cmX2.54cm (equivalent to One Sq. inch),mill pressed, (One Bale = 1828.8 meters)				
M	Specification for Hessian Twine	8 LB X 3 Ply (90'' reel) Weight of one bale=50 kg in dry condition.				
N	Particulars of E.M.D. deposited.	D.D. No.	Date	Amount	Name of Bank	Name of Branch

Signature of Tenderer

**TENDER FOR HESSIAN CLOTH AND TWINE**

**SELF DECLARATION**

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

Ref: \_\_\_\_\_

To

The Principal Chief Conservator of Forest (KL), Odisha  
Govt. of Odisha,  
1<sup>st</sup> Floor, AranyaBhawan,  
Chandrashekharpur,  
Bhubaneswar-751023

In response to the tender notice No. \_\_\_\_\_, Dt: \_\_\_\_\_, I, Ms. /Mr. \_\_\_\_\_, as a \_\_\_\_\_, I / We hereby declare that our company \_\_\_\_\_ is having unblemished past record and was not declared ineligible for corrupt & fraudulent practices either indefinitely or for a particular period of time.

Signature of the Bidder

Date:

Place:

**TENDER FOR HESSIAN CLOTH AND TWINE**

Letter of authorization

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

Ref: \_\_\_\_\_

To

The Principal Chief Conservator of Forest (KL), Odisha  
Govt. of Odisha,  
1<sup>st</sup> Floor, AranyaBhawan,  
Chandrashekharpur,  
Bhubaneshwar-751023

Ms. /Mr. \_\_\_\_\_ is hereby authorized to sign relevant documents on behalf of the company in dealing with invitation reference No. \_\_\_\_\_, Dtd: \_\_\_\_\_. S/He is also authorized to attend meetings & submit technical & commercial information as may be required by you in the course of processing above said application.

Thanking you,  
Authorized Signatory

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Representative's Signature

Signature attested

**TENDER FOR HESSIAN CLOTH AND TWINE**

**ACCEPTANCE OF TERMS & CONDITIONS CONTAINED IN THE RFP DOCUMENTS**

To

The Principal Chief Conservator of Forest (KL), Odisha  
Govt. of Odisha,  
1<sup>st</sup> Floor, AranyaBhawan,  
Chandrashekharapur,  
Bhubaneswar-751023

Sir,

I have carefully gone through the Terms & Conditions contained in the Tender Notice  
[No. \_\_\_\_\_] regarding supply of Hessian Cloth & Twines.

I declare that all the provisions of this RFP Document are acceptable to my company. I  
further certify that I am an authorized signatory of my company and am, therefore, competent to  
make this declaration.

Signature of the Bidder

Date:

Place:

**Bid Document for supply of Hessian Cloth (Superior/Twine)****Financial Bid:**

- A. Name :**  
(In case of company / firm attested  
Copy of power of Attorney  
to be enclosed)
- B. Father's/ Husband's Name  
and address:**
- C. Address for correspondence :**  
(with Tel. No. /Fax. No. with STD code)
- D. Price quoted for Hessian Cloth (Superior/Inferior/H.Twine)**

<b>Particulars</b>	<b>Hessian Cloth Superior (per bale) (in Rs.)</b>	<b>Hessian Cloth Inferior(per bale) (in Rs.)</b>	<b>Hessian Twine (per MT) (inRs.)</b>
<b>Basic price</b>			
<b>Cess</b>			
<b>VAT/ CST</b>			
<b>Others if any</b>			
<b>Total</b>			
<b>Transportation</b>			
<b>Grand Total</b>			

**N.B:** **No bid except the specified column in terms of any discount /less shall be accepted.**

**Signature of Tenderer**