OFFICE OF THE DIVISIONAL FOREST OFFICER, ATHMALLIK FOREST DIVISION.
AT/PO: ATHMALLIK, DIST- ANGUL – 759125

E-mail: dfoathmallikt@gmail.com Mob: +91 9437004236

Memo No: 6006 **//Date:** 07-10-2023

To

Addl. PCCF (IT & GIS),
O/o the PCCF, Odisha, Bhubaneswar.

Sub: - **Short Tender Notice for Construction of Group-D Staff Quarter at Forest Colony Athmallik under Athmallik Range of Athmallik Forest Division.**

Sir,

In inviting reference to the subject cited above, it is brought to your kind notice that, a Short Tender will conducted for Short Tender Notice for **Construction of 1 nos of Group-D Staff Quarter at Forest Colony Athmallik under Athmallik Range of Athmallik Forest Division.** , for which necessary documents have been sent along with this communication for hosting in the website **www.odishaforest.in**.

This is for favour of your kind information and necessary action.

Encl :- Tender Notice No. 6006 /1F Date : 07.10.23

Divisional Forest Officer,
Athmallik Division.

Memo No. /Dt.

Copy forwarded to RCCF Angul for information and necessary action.

Divisional Forest Officer,
Athmallik Division.

OFFICE OF THE DIVISIONAL FOREST OFFICER, ATHMALLIK FOREST DIVISION.
AT/PO: ATHMALLIK, DIST- ANGUL – 759125.

E-mail: dfoathmallikt@gmail.com Tel: 9437004236

Tender Notice No.6006/1F/ 2023
Date:07.10.2023

Revised Short Tender Notice for Construction of Group-D Staff Quarter at Forest Colony Athmallik under Athmallik Range of Athmallik Forest Division.

Sealed Tender is hereby invited by the undersigned on behalf of the Governor, of Odisha, for the following works from the eligible contractor as detail below.

1. **Name of the work: Construction of Group-D Staff Quarter at Forest Colony Athmallik under Ath Range of Athmallik Forest Division**

Sl No.	Name of Work	Tender Notice No.	Estimated Cost	Plinth Area
1	Construction of Group-D Quarter	6006 /1F/2023 Dt.07.10.2023	8.58	390 Sq. Ft.

2. **Place of Work**: Athmallik Forest Division

3. **Period of Completion**: 90 Days

4. Commencement of download RFP document on website: **www.odishaforest.in**

Dt. 08.10.2023 Time: 11.00 A.M.

5. **Last Date of bid submission** (by messenger/courier/post): Dt.26.10.2023 up to 01.00 P.M. Office of the Divisional Forest Officer, Athmallik Division, PO/PS- Athmallik, Pin-759125, Dist .Angul.

6. **Date of General & Technical and Financial Bid opening**: Dt.26.10.2023 Time:04.00 P.M. Office of the Divisional Forest Officer, Athmallik Division, PO/PS- Athmallik, Pin759125, Dist .- Angul.

7. RFP document Cost (Non-refundable): Rs. 4,000/- By DD issued by Nationalized Bank in favour of the Divisional Forest Officer, Athmallik Division, Payable at Athmallik for work.

8. **Address for Bid submission**- Office of DFO, Athmallik Division, PO/PS- Athmallik, Pin759125, Dist .- Angul.

9. **EMD (Refundable)**: Rs. 20,000/- By DD issued by Nationalized Bank in favour of the Divisional Forest Officer, Athmallik Division, Payable at Athmallik for work.

10. **Bid validity period**: 4 Months from the last date of submission of Bid.

11. Latest Tender document and addendum/corrigendum, if any, will be published at the website www.odishaforest.in

12. Disclaimer: Notwithstanding anything else contained to the contrary in this tender document, DFO Athmallik reserves the right to cancel/ withdraw/ modify fully or partially the "Invitation of Bids" or to reject one or more of the bids without assigning any reason and shall bear no liability whatsoever consequent upon such a decision.

Sd/-
Divisional Forest Officer,
Athmallik Division.

OFFICE OF THE DIVISIONAL FOREST OFFICER, ATHMALLIK DIVISION,
AT: ATHMALLIK, ATHMALLIK -759125
Email:dfoathmallikt@gmail.com . 9437004236

Tender Notice No: 6006 /1F
Date: 07.10.2023

Short Tender Notice
For
"Construction of Group-D Staff Quarter at Forest Colony Athmallik under Athmallik Range of Athmallik Forest Division".

Divisional Forest Officer
Athmallik Forest Division

SL NO.	PARTICULARS	DATE & TIME / DETAILS	LOCATION / DETAILS
1	RFP No. & Date	Tender Notice No.6006/1F	Dated 07.10.2023
2	Commencement of Download of RFP Document	Dt.08.10.2023 11:00AM ONWARDS	www.odishaforest.in
3	Last date of Bid Submission (By messenger / Courier / Post)	Dt.26.10.2023 (Up to 01:00 PM)	Office of the Divisional Forest Officer, Athmallik Division, At-Athmallik, Angul-759125
4	Date of General and Technical and financial Bid Opening	Dt 26.10.2023 (04:00 PM)	Office of the Divisional Forest Officer, Athmallik Division, At-Athmallik, Angul-759125
5	Contact Address for Queries	Office of the Divisional Forest Officer, Athmallik Division, At-Athmallik, Angul-759125. Email: dfoathmallikt@gmail.com	
6	Address of Bid Submission	Office of the Divisional Forest Officer, Athmallik Division, At-Athmallik, Angul-759125	
7	RFP Document Cost (Non-refundable)	₹ 4,000/- (Rupees One Thousand only)	By Demand Draft issued by a nationalized or Scheduled bank in favour of "The Divisional Forest Officer, Athmallik Division, "Payable at Athmallik
8	EMD (Refundable, but non-interest bearing)	₹ 20,000/- (Rupees Twenty Thousand only)	By Demand Draft issued by a nationalized or Scheduled bank in favour of "The Divisional Forest Officer, Athmallik Division, "Payable at Athmallik
9	Bid validity period	4 Months from the last date (deadline) from the last date of submission of Bids.	
10	Last Tender document and addendum/ corrigendum, if any, will be published at the websites www.odishaforest.in		
11	Disclaimer: Notwithstanding anything else contained to the contrary in this tender document, DFO Athmallik reserves the right to cancel / withdraw / modify fully or partially the "Invitation of Bids" or to reject one or more of the bids without assigning any reason and shall bear no liability whatsoever consequent upon such a decision.		
12	In case of any unscheduled holiday or on days of Bandh or natural calamity on the aforesaid dates, the next working day will be treated as scheduled / prescribed date for the same purpose.		
13	The Tender Inviting authority may change the venue of opening the Technical or Financial Bids in case of exigent circumstances like breakdown of communication link or conditions of force majeure.		
14	The Tender Inviting Authority reserves the right to defer the date of opening of either Technical or Financial Proposal or both, if required.		

Divisional Forest Officer
Athmallik Division

Section - I

(Invitation for Bids)

1.1 Objective

The Divisional Forest Officer, Athmallik Forest Division invites bids from registered PWD Contractors for

"Construction of Group-D Staff Quarter at Forest Colony Athmallik under Athmallik Range of Athmallik Forest Division".

1.2 About the bid documents

The tender document comprises of the following Sections:

Section – I	Invitation for Bids
Section – II	Eligibility Criteria
Section – III	Scope of Work
Section – IV	Instruction to Bidders
Section – V	General Terms & Conditions
Section – VI	Technical Specifications
Section – VII	Annexures

1.3 Schedule of the Tender process

A. The tender will have 2 (Two) parts –Technical Bid and Financial Bid.

B. The tender document including addendum/corrigendum, if any, will be available at websites –www.odishaforest.in

C. Bidders may download the tender document from website and the tender document cost may be submitted along with the technical bid documents.

D. The tender document, after duly filled in, should be submitted to the Divisional Forest Officer, Athmallik Forest Division on or before the due date and time.

E. Cost of the Tender Document and EMD must be submitted along with the Technical Bid Documents Only.

F. Bids received without or with inadequate Tender Document Cost and EMD shall be rejected. In case any exemption for EMD is claimed as per Govt. guidelines, the same should be clearly spelt out.

G. Technical bids shall be opened in the presence of bidders or their representative who may choose of to attend.

Section - II

(Eligibility criteria)

The Bidder must satisfy all the following General and Technical Eligibility Criteria to participate in this Tender:

1. **General Eligibility Criteria (Necessary support documents are to be enclosed):**
   A. The Technical Bid Must Contain the Requisite Tender Document Cost of Rs. 4000/- and EMD of Rs. 20,000/- (Rupees Twenty Thousand Only) as per the advised mode in the tender document.
   B. The bidder should be a Registered Company in the business of construction, Earthwork. Necessary Certificate are to be enclosed.
   C. The bidder must have been registered with GST and must furnish the GST Registration certificate, GST Clearance certificate, PAN of the Firm, up to date IT return for last three Financial Years (2020-21 to 2022-23) in the technical bid.
   D. Average annual turnover in construction and Earthwork Segment of the bidder for last 3 (Three) financial years ending on 31 March, 2021, should not be less than Rs. 15.00 lakhs (Fifteen Lakhs of Indian Rupees). Copies of audited balance sheets, IT Returns, are to be submitted to corroborate this.
   E. The bidder should not be under a declaration of ineligibility for corrupt and fraudulent practices issued by Government of India or any State Governments in the country of India. Self-declaration under the seal of the head/authorized employee of the organization is to be submitted.
   F. The bidder must not have any history of defaulting in execution of work orders issued by Government of India or any State Government in the country of India. A self-declaration certificate to this effect should be enclosed. Self-declaration under the seal of the head/authorized employee of the organization is to be submitted.
   G. The bidder hasn't been blacklisted by any Central/State Government institution and there has been no pending litigation with any government department on account of similar services. Self-declaration under the seal of the head/authorized employee of the organization is to be submitted.

H. No Criminal Proceedings in any Court of Law should pending against the bidding Firm Or its Board of Directors. Self-declaration under the seal of the head/authorized employee of the organization is to be submitted.

2. **Technical Eligibility Criteria: (Necessary support documents are to be enclosed)**

A. The bidder should be a registered PWD Contractor.

B. The bidder should have successfully completed at least one similar type of work for a single contract of value not less than 80% (or) two contracts of value not less than 50% of estimated project cost.

(A) Completion Certificate(s) submitted by the bidder should indicate the gross value of the 100% completed work only. Completion certificates should clearly contain the Name, Designation, Address and contact no of the Officer issuing the credential.

C. Delay in completion of any previous project in last (3) years will be treated as disqualification in technical bid. Self-declaration and necessary certificates to be attached.

D. **The bidder shall submit an undertaking that after the completion of building, the bidder will provide half yearly maintenance support for next two years.**

Note:-

Necessary supporting documents on fulfillment of eligibility criteria should be attached for authentication along with a **signed copy of the tender document** including addendum/ corrigendum, if any, to indicate acceptance of all terms and conditions set forth in the tender. Bidders failing to provide complete information on any of the requirements are liable to be rejected in the bidding process.

Section - III

Scope of Work/ Bill of Quantities (BoQ)

Table-1:

Item	Quantity (Nos.)
Construction of Group-D Staff Quarter at Athmallik under Athmallik Range of Athmallik Forest Division.	1 Nos.

Maximum Allowed amount Rs.8,58,000/-
Including all taxes, statutory deductions, levies profit of the contractor.
Contractor should submit bill of quantity
Sample Estimate for the work

Annexure-4:-Estimate

Section – IV

(Instruction to Bidders)

1. The bidder will be responsible for competition of work as per specification mentioned in the technical bid. The items will be supplied within the jurisdiction of Athmallik Forest Division.
2. The construction of building shall be completed **on or before 31st January 2024** from the date of issue of purchase/work order positively without fail. Time over run for completion of work lead to imposition of fine by the Purchaser @ 1 % of Bid Value per Week of Time Overrun.
3. There are 2 (Two) parts of tender papers namely Technical Bid, and Financial Bid. The bidder is required to fill out all the parts of tender documents and place them in 2 (Two) separate sealed envelopes which should be super scribed as:

   (a) Technical Bid –Tender Notice No. **6006/1F Dated 07.10.2023** And

   (b) Financial Bid –Tender Notice No. 6006/1F **Dated 07.10.2023**

   These envelopes should be placed in another sealed envelope and addressed to "The DIVISIONAL FOREST OFFICER, ATHMALLIK FOREST DIVISION," clearly written on top as Bid Document for **"Construction of Group-D Staff Quarter at Athmallik under Athmallik Range of Athmallik Forest Division"** with the name and address of the firm on the same envelope.
4. A non-refundable demand draft of Rs. 4000/- (Rupees One Thousand Only) as Tender Document Cost and an EMD of Rs. 20,000/- (Rupees Twenty thousand only) in the form of demand draft issued by a Nationalized Bank, must be enclosed along with the Technical Bid documents.
5. Technical bid document not accompanying the requisite Tender document fee and EMD shall be considered as non-compliant, summarily rejected and will not be considered for further evaluation. Any kind of exemption in tender fee or EMD has to be specified along with submission of copy of the relevant Govt. notification in this regard.
6. The sealed tenders will be opened as per the indicated schedule in presence of the tenderers or their authorized representatives as may desire to be present. **Authorized representatives will be required to produce their authorization letter before opening of the tender, failing which they will not be allowed to be present.**
7. Technically qualified bidders will only be informed for their financial bid within stipulated time and this will be communicated to the firm's authorized representative instantly. In case of delay through e-mail. Any clarification/alteration in specification found suitable by the technical committee will be informed to the successful bidders for commercial inclusion.

8. Tenders shall be fully in accordance with the requirements of the general terms and conditions and the technical specifications attached hereto. Appropriate formats furnished with this specification shall be used in quoting tender prices. Incomplete, illegible, unsealed and without signature tenders will be rejected. Telegraphic tenders will not be accepted.
9. All offers should be made in English. Offers if submitted in any other language must be accompanied by its English Translation in which case, for purpose of interpretation of the tender etc, the English translations shall prevail.
10. Tender should be submitted in the Tender Box kept at the O/o the DFO, Athmallik Division.
11. No tender is to be handed over to any office staffs unless otherwise communicated officially.
12. In case due date happens to be holiday the tender will be accepted and opened on the next working day. No separate intimation will be sent to bidders in this regard.
13. Bidders shall bear all costs associated with the preparation, submission of its bid and attending the Bid Opening Process and Purchaser shall not be responsible or liable for these costs, regardless of the conduct or outcome of the bidding process.
14. Bids are to be submitted in the prescribed formats only and Alternative bids / bids on format other than the **format prescribed in this tender document and Conditional Tenders will be summarily rejected with forfeiture of the submitted EMD**. Submission of alternative bids or conditional bids shall be treated as attempt to vitiate the bidding process by the bidder.
15. The bidder shall pay and bear all other liabilities, taxes and duties not specifically agreed by the Purchaser in the contract.
16. Tenders shall be fully in accordance with the requirements of the general terms and conditions and the technical specifications attached hereto. Appropriate formats furnished with this specification shall be used in quoting tender prices. Incomplete, illegible, unsealed and without signature tenders will be rejected. Telegraphic tenders will not be accepted.
17. **PRICE BID MUST BE SUBMITTED IN ENCLOSED PRICE BID FORMAT ONLY.**
18. Quantity: The quantity shown in the tender can be increased or decreased to any extent depending upon the actual requirement.
19. **The location of work can be changed within Athmallik Range without any intimation to the bidder with respect to field conditions.**

20. The rates quoted by the bidder against items contained in bill of quantity of the Tender document, shall be inclusive of all Taxes. **(1% C GST, 1% SGST and 1% IT TDS will be deducted at the level of DFO.)**

21. The price and conditions of the offer should be valid for at least a period of 1 year from the date of tender opening. Tender with validity of less than 180 days may be rejected.

22. Bid EMD and Performance Security:

    A. The Tender must be accompanied by a sum of Rs.20,000/-(Rupees Twenty thousand Only) as EMD in the form of Demand Draft on any of the nationalized bank/ scheduled bank in favour of " Divisional Forest Officer, Athmallik Forest Division", payable at Athmallik failing which the Tender shall be considered as noncompliant and summarily rejected. The EMD should at least be valid for 3 months. If the validity of the offer is extended, the EMD duly extended shall also be furnished, failing which the offer of the aforesaid shall not be considered. The EMD is liable to be forfeited, if the bidder withdraws or amends impairs or derogates from the tender in any respect within the period of validity of his offer. In case of a successful bidder the bid security (EMD) shall be forfeited if the bidder fails to complete the supply within the stipulated period as defined in the tender document.

    B. The EMD of all unsuccessful bidders will be returned by the O/o the DFO ATHMALLIK FOREST DIVISION, Odisha without any interest whatsoever within thirty (60) days of finalization of the tender and the EMD for successful bidder/bidders would be returned without any interest whatsoever, **only after receipt of performance security / bank guarantee from it as called for in the contract.**

    C. **Performance Bank Guarantee will be 10 % of the Bid Value for the maintenance period of the proposed items or as per the guideline issued by competent authority.**

23. Bidders shall carefully examine the tender documents and the technical specification and fully inform themselves as to all the conditions and matters, which may in any way, affect the work or the cost thereof. Should a bidder find discrepancies in or omissions from the specification or other documents, or should there be any doubt as to their meaning, they should at once notify the purchaser and obtain clarification in writing. This however does not entitle the bidder to ask for ***time beyond the due date fixed for receipt of tenders.***

26. Submitted tender forms with ***overwritten or erased or illegible rate or rates*** not shown in ***figures and words in English*** will be liable for rejection. In case of discrepancy between words and figures noted against the item of the tender and between unit rates and the total amount, the decision of the competent authority accepting the tender will be final and binding on the bidders. Corrections in the tender, if unavoidable, should be made by rewriting with date and initial of the tenderer after scoring out of the wrong entries. ***Clerical and arithmetical*** mistakes may result in ***rejection*** of the tender.

27. While tenders are under consideration, bidders and their representatives or other interested parties, are advised to ***refrain from contacting by any means, and Purchaser's personnel or representatives*** on matters relating to the tenders under study. The purchaser if necessary will obtain clarification on tenders by requesting such information from any or all the bidders either in writing or through personal contact as may be necessary. The bidder will not be permitted to change the substance of his offer after the tenders have been opened. This includes any post tender price revision/major modifications. In the event of non-compliance with this provision, the tender is liable to be disqualified.

28. The rate should be quoted in figures as well as in words, if there is variation between the rates quoted in figures and in words, the rates quoted in 'Words' shall be taken as correct.

29. Evaluation criteria:

    A. Only the bidder who qualifies in technical bid will qualify for opening of the financial bid.

    B. Award of the contract shall be made to the bidder with the lowest **(L1)** commercial value by taking in to account all the items.

30. **Bidders must sign and stamp each page of their tender without which the tender will be considered incomplete.**

Section - V

(General Terms & Conditions)

1. **TENDERER**

   Divisional Forest Officer, Athmallik Forest Division.

2. **MAINTANANCE SECURITY**

   For items mentioned in Table-1 of Section -III, after successful construction the bidder shall furnish a performance security of 10% of the total quoted cost in shape of a TDR pledged to the DFO, Athmallik Forest Division. **This bank guarantee shall remain valid till the end of maintenance period.**

3. **PRICE**

   The prices quoted is for Construction of Ministerial Quarter inclusive of all other taxes including GST.

4. **TERMS OF PAYMENTS**

   100% of the contract price (i.e. cost of the Items actually supplied) shall be paid immediately on successful completion and inspection of the work.

5. **BILLING**

   The supplier shall specify the **Branch / Location** from which they will raise the bill and in whose favour payment will be released.

6. **PENALTY FOR DELAY IN COMPLETION OF CONTRACT**

   The completion of construction period quoted in the tenders should be guaranteed under a ***penalty @ 1%*** on total value of the purchase order value per week or amount thereof of delay subject to maximum 5% of the contract/purchase order value. The purchaser reserves the right to cancel the order if it is not executed within the prescribed completion time and forfeit the entire EMD amount. Delay in construction in the part of the bidder for completion shall be treated as delay in completion of Barrack. The purchaser reserves the right to cancel the order in full or in part. In the event of such cancellation, the purchaser shall have the right to ***invoke the security deposit.***

7. FORCE MAJEURE CONDITION

If the execution of the contract/supply order is delayed beyond the period stipulated in the tender notice as a result of outbreak of hostilities, declaration of an embargo or blockade of fire, flood, acts of God, then tenderer may allow such additional time by extending the time frame as considered to be justified by the circumstances of the case and its decision will be final. If additional time is granted by the tenderer, the tender awarding order shall be read and understood as if it had contained from its inception the execution date as extended.

8. STANDARDS

The items used for Construction of Ministerial Quarter shall confirm to the Nationally Accepted standards as applicable.

9. COMPLETENESS OF CONSTRUCTION

The construction shall be complete in all respects. Any extra work, like strengthening, etc. which may for the completion of work shall be deemed to have been included in the contract and shall be supplied by the supplier/bidder at no extra cost.

10. SALES TAX AND INCOME TAX CLEARANCE

The attested copies of upto-date GST Clearance Certificate and Income Tax Clearance Certificate should be enclosed with the tender. Certificate validity must be available on the date of opening of Technical Bid.

11. RIGHT TO REJECT/ACCEPT THE TENDER

The tenderer reserves the right either to reject or accept any or all tenders. **The tenderer has exclusive right to alter the site at the time of placing the final tender awarding order. The type and quantity of items indicated in the tender are provisional and may change as per the actual requirement.** After placing the tender awarding order, the tenderer may order to defer. It may be clearly understood by the bidders that the tenderer need not assign any reason for the above action.

12. INSPECTION

The tenderer or his authorized representatives may inspect the site during Construction of Ministerial Quarter.

13. REJECTION

Before acceptance of the system if the construction done by the contractor is found defective in materials or workmanship or otherwise not in conformity with the requirements of the contract, the tenderer shall have the right to either reject or to request in writing for rectification of the defects. Then the bidder shall with utmost diligence, at his own expense, make good the defects so specified or replace the defective construction if the bidder fails to do so, the tenderer either.

May at its option replace or rectify such defective construction and charge to the bidder the excess cost incurred by the tenderer plus 15% (Fifteen percent) extra.

OR

B. Terminate the contract for default. Further, in the event, the vendor is not able to rectify or replace the faulty construction within reasonable time, the tenderer reserves the right to acquire the said equipment at a reduced price considered equitable under the circumstances, and under such conditions the decision of the tenderer shall be final.

14. JURISDICTION OF HIGH COURT OF ODISHA

Suites, if any arising out of the contract shall be filed by either party in a court of Law to which the jurisdiction of the High Court of Odisha extends.

15. EXTRAS

The bidder shall when asked in writing by the tenderer, perform extra work and furnish extra materials, not covered by the specifications or included in the schedule, but forming and inseparable part of the work contracted for the terms of payment for such extra work or materials shall be mutually agreed upon in advance.

16. EXTENSION OF DELIVERY PERIOD AND TERMINATION OF CONTRACT

If for any reason, the bidder finds it impracticable to complete the work within stipulated delivery period, he will give notice in writing of such reasons and his failure to complete the work. He may ask for extension of time, which may or may not be granted by tenderer. Should the contractor's preparation for the commencement of delivery in conformity with the contract or should he neglect to comply with any directions given to him or in any respect fail to perform the contract, the tenderer will have power to cancel the contract in which case the contractor shall be liable for any expense, loss or damage which the tenderer or indenter may incur or sustain by reason of or in connection with the Contractor's fault in addition to the forfeiture of the performance guarantee to the tenderer.

17. OBLIGATION TO CARRY OUT TENDERER'S INSTRUCTION

The Contractor/Supplier shall also satisfy the tenderer or this inspector that adequate provision has been made to carry out his instructions fully and with prompt attitude.

18. TIME AND DATE OF COMPLETION OF CONTRACT

The time and date stipulated in the tender for the completion of the work shall be deemed to be of the essence of the contract. In case of delay the contractor shall in addition to other liabilities under the contract be liable for all cost of damage and/or hold up in the work due to his failure to complete the contract or portion thereof. The tenderer shall be entitled to withhold any payment until the whole work is completed and recover from the vendor cost damages and/or held up in the work as stated above. But if the delay is due to any cause such as strike, lockout fire, accident, riot that the tenderer may admit as reasonable ground for further time, the tenderer shall allow such additional time as he may consider to have been required by the circumstances of the case.

19. FINAL AUTHORITY

The final authority for payments will be the tenderer except otherwise specifically stated and if the bidder desires to appeal against any matter he shall appeal to "The Principal Conservator of Forests, Odisha whose decision on such matters shall be final and conclusive.

Section - VII

(Annexures)

Note:

All the Annexures pertaining to Bidder's are to be furnished under letter Head of the company and signed by the Bidder or PWD Contractor Certificate Holder.

Annexure-1

SELF DECLARATION

Date: _____

Ref: _____

To,

The DFO Athmallik Forest Division

<< Address >>

Ref: Tender enquiry no. XXXX

In response to enquiry no.XXXX, M/s/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 Witness

Date:

Place:

Signature of Bidder

Date:

Place:

Company seal

Annexure-2

REPRESENTATIVE AUTHORIZATION LETTER

Date: _____

Ref: _____

To,

The DFO Athmallik Forest Division.

<< Address >>

Ref: Tender enquiry no. XXXX

In response to enquiry no.XXXX, M/s/Mr. _____ is hereby authorized to sign relevant documents on behalf of the company. She/he is also authorized to attend meetings and submit technical & commercial information as may be required by you in the course of processing above said application.

Thanking You.

(Authorized Signatory)

(Representative signature)

(Signature attested)

Company seal

Annexure-3

ACCEPTANCE OF TERMS & CONDITIONS CONTAINED IN THE TENDER DOCUMENTS

Date: _____

Ref: _____

To,

The DFO Athmallik Forest Division

<< Address >>

Ref: Tender enquiry no. XXXX

In response to enquiry no. XXXX, I have carefully gone through the terms and conditions contained in the above tender.

I declare that all the provisions of the tender 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 Witness

Date:

Place:

Signature of Bidder

Date:

Place:

Company seal

Annexure-4

6LIST OF ENCLOSURES

SL. No.	Enclosure description	Enclosed (Yes/No)	Annexure/Attachment/Page No./Envelop No. of the enclosure
1	Copy of Registration Certificate of the firm		
2	Organization Profile		
3	Annexure-1		
4	Annexure-2		
5	Annexure-3		
6	Annexure-4		
7	Up-to-date GST clearance certificate		
8	Copy of PAN no allotted by Income Tax Department		
9	Copies of Annual audited accounts statements certified by a chartered Accountant		
10	Tender Paper Cost in a sealed envelope with technical bid (Super scribe Tender document cost on the top of the sealed envelope and write name of the firm on the back side of DD)		DD No. Amount:
11	EMD in a sealed envelope with technical bid (Super scribe EMD on the top of the sealed envelope and write name of the firm on the back side of DD)		DD No. Amount:
12	Technical bid duly signed (sealed envelope) – Annexure T1		
13	Financial bid duly signed (sealed envelope) – Annexure F1		
14	Signature and seal with Date on whole tender document.		

Signature of the Bidder with Seal

Annexure-F1

FINANCIAL BID FORMAT (Fin Bid)

(To be furnished in separate sealed envelope as Financial Bid)

Amount in Rupees

Items	Rate with all taxes	Total Cost With all Taxes For 9 Nos
Construction of Group-D Staff Quarter at Athmallik under Athmallik Range of Athmallik Forest Division		
Total Cost (In Words)		

End of the Tender Document at this 26th Page

Sd/-

Divisional Forest Officer

Athmallik Forest Division

Memo No.

Dated Athmallik the **Dt.07.10.2023**

Copy forwarded for kind information and necessary action to

1. Addl. PCCF, IT &GIS, O/o the PCCF, Odisha for kind hosting in the website **www.odishaforest.in**
2. Regional Chief Conservator of Forests, Angul Circle.

Sd/-

Divisional Forest Officer,

Athmallik Forest Division