

NOTICE FOR

TENDER

**SHORTLISTING OF INSTITUTIONS / ORGANIZATIONS / FIRMS
FOR SENDING VOICE SMS TO RURAL HOUSE BENEFICIARIES UNDER
RURAL HOUSING
THROUGH INFORMATION and BROADCASTING MINISTRY
EMPANELLED FIRM**



**GOVERNMENT OF ODISHA
PANCHAYATI RAJ DEPARTMENT**

2016

1. Background:-

Government of Odisha is committed to convert all kutcha houses to pucca house in a mission mode approach. For fast tracking completion of houses, a robust monitoring mechanism has been developed and various innovative steps been adopted by State Government. One such innovation is award of incentive to the beneficiary for early completion of house. The beneficiary completing her/his house within 4 months and 6 months from receipt of 1st instalment is eligible for incentive of Rs 20,000/- and Rs 10,000/- respectively.

2. Objective:-

To make the beneficiary aware of the incentive provision for early completion of house under Rural Housing Scheme through voice SMS.

3. Eligibility Criteria:-

- The firm should be empanelled with Information and Broadcasting Ministry, Government of India.
- The Agency/firm should have average annual turnover of Rupees 15 Lakhs in the last three financial years i.e till 31st March 2016.
- The agency should have valid service tax registration certificate.
- The Bidder must have successfully completed works of similar completed assignment.
- The firm should not be debarred / blacklisted by Government.

4. Assignment:-

- a) Approximate no. of messages will be 15 lakhs (per beneficiary approx. 4 times).
- b) Approximate duration of the audio message is around 30 seconds.
- c) Details of number of beneficiaries and content of the audio will be communicated to the agency by the Panchayati Raj Department.
- d) The agency will communicate the audio message to Rural Housing Beneficiary through various mobile networks.

5. Cost:-

The cost of the assignment will be quoted by the agency. The selection of the agency will be finalized on 'Least Cost' selection method.

6. Terms and Conditions:-

- Sanction of any advance will not be considered. Full & Final payment will be made on completion of the task.
- The rate offered by the firm should be valid for one year from the date of signing of Contract. It can be extendable up-to three years subject to satisfactory performance and mutual consent of both the parties with the existing rates finalized for the purpose.

- The Tender documents are to be made following TWO BID SYSTEM (TECHNICAL & FINANCIAL). The technical bid and the financial bid should be sealed by the bidder in separate covers duly super scribed and both these sealed covers are to be put in a bigger cover which should also be sealed and duly super scribed separately.
- The agency should deposit EMD of Rs. 10,000/- through DD or Bank Cheque addressed to **D.D.O-cum-Under Secretary, Panchayati Raj Department** payable at **Secretariat Branch, State Bank of India, Bhubaneswar**.
- EMD will be refunded to unsuccessful bidders and will be adjusted towards Security Deposit of successful bidder.
- Security Deposit worth of 10% of the contract will be deposited by the successful bidder which will be refunded on successful completion of the assignment.
- In case of failure to provide the services for the intended period, the contract may be cancelled by the Panchayati Raj Department and Security Deposit may be forfeited.
- This office has right to cancel the bid /contract fully or partially at any point of time (before or after awarding the contract) within one months prior notice without assigning any reason.
- The Agency/Firm shall also be liable for depositing all taxes, levies, cess etc. on account of service rendered to concerned tax collection authorities from time to time as per extant rules and regulations on the matter.
- VAT Clearance Form-612 needs to be produced, in the Technical Bid.
- The successful bidder / Agency shall not be allowed to transfer, assign, pledge or subcontract its right and liabilities under this contract to any other agency without the prior written consent of the Panchayati Raj Department.
- The firm will be responsible for meeting all the requirements of TRAI for the assignment.

7. Submission:-

Last date for submission of Expression of Interest is 30th of November 2016 by 5:00 P.M. through registered post/speed post/ manual submission in sealed envelope. The envelope should be addressed to Deputy Secretary, Rural Housing, Panchayati Raj Department Super scribing “Expression of Interest for Voice SMS.” The envelope should contain two envelopes within, one for Technical Bid and other one Financial Bid super scribed as “Expression of Interest for Voice SMS”- TECHNICAL BID and “Expression of Interest for Voice SMS”- FINANCIAL BID, respectively. The application form to be submitted for Technical Bid is at Annex-‘A’ and the form for Financial Bid is at Annex-‘B’.

Any future clarification/amendment/corrigendum or extension shall be uploaded on the Panchayati Raj Department website only i.e., www.odishapanchayat.gov.in and www.rhodisha.gov.in

TECHNICAL BID FORM

(To be filled in & returned with the documents)

1.	Name of the proprietor/ Partner/ Director. (In capital letters)	
2.	Details of Address (Registered Office/Operating Branch)	
3.	E.M.D	D.D./B.C. _____ Dt. _____ Drawn on Bank _____
4.	Service Tax Registration No. (Attested copy must be submitted)	
5.	Income Tax Account No. /PAN/GIR No. (Last I.T. Clearance certificate to be submitted)	
6.	VAT Clearance Form-612 (Attested copy must be submitted)	
7.	Average Annual Turnover of Last Three years. i.e till 31st March 2016. (Attach Audit Reports)	
8.	Details of credentials of similar nature of work. (Attested copy must be submitted)	

DECLARATION

1. I..... Son/Daughter/Wife of Shri..... Proprietor/ Partner/ Director/ authorized signatory of the Service Provider mentioned above and competent to sign this declaration and execute this tender document;
2. I have carefully read and understood all the terms and conditions of the tender and undertake to abide by them;
3. The information/ documents furnished along with the above application are true and authentic to the best of my knowledge and belief. I/we/am/are well aware of the fact that furnishing of any false information / fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.

Signature of Authorized person
Full Name:
Seal:

Financial Bid

(To be filled in & returned with the documents)

Cost for sending **one voice SMS** excluding Tax

_____ (In Figure)

_____ (In Words)

Signature of Authorized person
Seal: