

DIRECTORATE OF STATE INSTITUTE OF HEALTH & FAMILY WELFARE, ODISHA



Nayapalli, Bhubaneswar - 751 012

☎: 2394336, 2396338, 2396072(Hostel) Fax: 2391954

f-mail - sihfwodisha@nic.in & sihfwodisha@gmail.com

Notice No- SIHFW-COMIN-MISC-0017-2023// 25 Dt. 03/01/24

NOTICE INVITING TENDER FOR SELECTING AN AGENCY IN RESPECT OF "TABLEAU FOR REPUBLIC DAY, 2024".

Sealed tenders are invited from experience tableau fabricators/designers for designing and fabrication of Tableau on the occasion of celebration of State Level Republic Day, 2024 at Bhubaneswar. The detailed terms & conditions along with its specification of the item to be design and supply are available in the official website of Directorate of SIH&FW, Odisha <https://sihfwodisha.nic.in>, which can be downloaded. Interested firms may submit their tender super-scribing as "Tender for Designing & Fabrication of Tableau for Republic Day Parade, 2024" to the undersigned on or before 05.00 P.M of 10th January, 2024.


Director

State Institute of Health & Family Welfare Odisha

Memo No 26 //Bhubaneswar

Date 03/01/24

Copy along with soft copy of Tender Call Notice forwarded to the Joint Director Cum Deputy Secretary to Govt., Information & Public Relation Deptt., Govt of Odisha, Bhubaneswar for information & necessary action.

The above Notice may please be published in leading newspapers for consecutive two days i.e one English and two Odia dailies for its widely publication.


Director

State Institute of Health & Family Welfare Odisha

Memo No 27 //Bhubaneswar

Date 03/01/24

Copy forwarded to the Head of Portal Group, Science & Technology Deptt, Govt of Odisha, Bhubaneswar / Technical Officer, Directorate of SIH&FW, Odisha for information & necessary action.

The above Tender call Notice may please be uploaded in the Govt Portal/ official website of Directorate of SIH&FW(O) for information of prospective suppliers.


Director

State Institute of Health & Family Welfare, Odisha

Memo No 28 //Bhubaneswar

Date 03/01/24

Copy forwarded to all Directors under Health and Family Welfare Department, Govt of Odisha for information & necessary action.

The above Tender call Notice may please be displayed in the Directorate Notine Board for information of prospective suppliers.


Director

State Institute of Health & Family Welfare, Odisha

Copy to Notice Board (Office /Hostel / Press of SIH&FW (O))



**TENDER DOCUMENT FOR SELECTING AN AGENCY IN RESPECT OF “TABLEAU FOR
REPUBLIC DAY, 2024”.**

Information Sheet/ Critical Date Sheet

Estimated cost of the Tender	Rs.2,50,000/- (Rupees Two Lakhs Fifty Thousand) only
Date of Publishing Tender	04.01.2024
Bid submission closing date and time	10.01.2024, 5.00 P.M
Technical Bid & Financial Bid opening date, time and venue	11.01.2024, 11A.M
Detail of contact person	Sri Naresh Chandra Dash, Production Officer SIH&FW, Odish, Unit-8, Nayapalli, Bhubaneswar Mob No- 9937598775

1. Introduction: - Directorate of State Institute of Health and Family Welfare, Odisha, Bhubaneswar desires to select an agency for a Tableau in Republic Day Parade, 2024 representing Health and Family Welfare Department, Govt of Odisha. Accordingly, bids (Two Bid System) in conformity with the tender call notice are invited herein by ‘State Institute of Health and Family Welfare, Odisha’ (SIH&FW, Odisha), Bhubaneswar on behalf of the Health and Family Welfare Department from eligible bidders for providing requisite tableau. Guidelines for preparation of Tableau are at Annexure-I & II. Only Manual/physical bids will be accepted. Tender document may be downloaded from DIH&FW, Odisha’s website: <https://sihfwodisha.nic.in/>. The bidders may note the schedule given in critical date sheet of this tender.

2. ELIGIBILITY:

(i) The bidder shall be a registered company / proprietary firm/Agency under the Companies Act 2013 or registered under the relevant provisions/ Acts in India. The bidder has to be necessarily registered in India. (Enclose supportive documents)

(ii) The bidder should have valid registration for PAN and Service Tax / GST (as applicable). (Enclose supportive documents)

(iii) The bidder should have local offices at Bhubaneswar/Cuttack to ensure satisfactory fulfilment of contractual obligations.

(iv) The bidder should not have been black-listed by Central/ State Governments/ PSUs at any point of time. There should not be any criminal proceedings / conviction against the bidder at any point of time.

(v) None of the Full time Directors of the interested Bidder has any relative working in Directorate of SIH&FW, Odisha as defined in clause-5 of this document.

(vi) A Bidder shall submit only one proposal. In case more than one proposal is received from the bidder, all such proposals shall be disqualified.

(vii) The Bidder must have minimum annual turnover of Rs. 2 Lakhs/- (Rupees Two Lakhs only) in the last 3 (three) financial years (i.e. FY 2020-21, 2021-22 & 2022-23).

3. SCOPE OF WORK.

In the Republic Day Parade-2024, Directorate of SIH&FW (O) is proposing to submit Tableau on the theme of “ ଆମ ସ୍ୱାସ୍ଥ୍ୟ ର ସୁରକ୍ଷା ପାଇଁ ' ଆମ ହୃଦ୍ୱିଚାର ' ” (Guideline for preparation of Tableau is annexed as Annexure-I & II). The scope of work would include among other things, conceptualizing, designing a Tableau , fabrication of the same as a Tableau for the Republic Day parade and its display during the parade.

The work will include all aspects of fabrication of tableau i.e. from conceptualization, making of designs, modification of designs from time to time as per the requirement and instructions, presentation

of the designs before the selection committee of the Directorate of SIH&FW(O)/ Competent authority of Health and Family Welfare Department of Govt of Odisha, fabrication of the models, modifications thereof as per requirements and instructions, presentation of the model before the committee of Directorate of SIH&FW(O)/ Competent authority of Health and Family Welfare Department of Govt of Odisha and upon selection of the model, fabrication of the actual tableau and its display at the parade, as per the requirement, specification, time schedule and instructions by the Directorate of SIH&FW(O)/ Competent authority of Health and Family Welfare Department of Govt of Odisha. The job will also involve actual presentation and display of tableau during the Republic Day parade and maintenance of required services at the time of presentation during the event. The project would also include any other work that may have direct or indirect bearing with the fabrication and presentation of the tableau and may facilitate the project in any manner. Directorate of SIH&FW, Odisha will have the right to modify, change, accept or reject the work in totality or any part thereof or cancel the project at any stage without assigning any reason. The copyright of the work shall vest with the Health and Family Welfare Deptt. Govt of Odisha and it would have rights on the awards won, if any.

While it would be the sole responsibility of the successful bidder to whom the work is awarded to ensure appropriate and excellence aesthetic, creative and technical delivery of the Tableau, Directorate of SIH&FW, Odisha would, from time to time, review, monitor and advise and if needed seek modifications to suit the needs and as deemed appropriate.

The number of performers on the tableau would not be more than 10 (Ten) persons. No performer is permitted to leave the tableau before completion of work. Attractive LED display to be provisioned in the tableau only if it goes with the theme.

The successful bidder will ensure participation of the tableau with artists in the state level republic day parade including dress rehearsals being held prior to final parade on 26.01.2024. (i.e. whenever needed). The timelines as prescribed by the Directorate of SIH&FW, Odisha from time to time must be adhered to in all circumstances and the bidders are required to visit website for up-dation.

4. COST OF TENDER And EMD VALUE.

(i) The tender document can be downloaded from the website SIHFW(O), <https://sihfwodisha.nic.in/> and Rs. 1000/- as Tender Fee is to be enclosed with Technical Bid in the shape of Demand Draft drawn in favour of "Director,SIH&FW,Odisha" payable at Bhubaneswar.

(ii) The Technical Bid document should also be accompanied by the EMD of Rs. 12,500/- (Rupees Twelve Thousand Five Hundred only) in shape of a demand draft drawn in favour of "Director SIH&FW, Odisha" payable at Bhubaneswar and same should be enclosed with Technical Bid. In case the bidder does not accept the offer of Directorate of SIH&FW, Odisha and does not submit performance guarantee (PG) within the stipulated period, then the EMD is liable to be forfeited without any communication with such bidder.

(iii) EMD shall be accepted as Demand Draft only. PG will be accepted as Demand draft or FDR. No other mode of payment shall be accepted. In case the bidder claims exemption from payment of EMD as per Govt guidelines, then the PG amount will be 10% of order value.

5. UNDERTAKING READING WORKING OF RELATIVE:

Authorized signatory will give an undertaking on behalf of each of the Full time Directors of the Bidder that none of his/her near relative is working in the Directorate of SIH&FW, Odisha where the bidder is going to bid for this tender.

6 SUBMISSION OF BIDS:

The bids will be submitted online in 2 covers/ Packets namely Technical Bid and Financial Bid document as per details given in the critical date sheet.

6.1 List of documents to be submitted in Technical Bid is as follows: -

- (a) Tender fee of Rs.1,000/- (Rupees One thousand only) and EMD of Rs.12,500/- (Rupees Twelve Thousand Five Hundred only) in shape of Demand Draft only will have to be enclosed with Technical bid.
- (b) The bidders having Micro and Small Enterprises (MSEs) and start-ups registration are exempted from payment of EMD. Necessary documents in support of, must be submitted. The EMD of unsuccessful bidders shall be refunded after finalization of selection process and award of contract.
- (c) Proof of past experience in similar field.
- (d) Signed Copy of valid registration certificate with the Service Tax Registration, PAN and GST
- (e) Signed copy of Annexures –III, IV, V & VI duly filled in along with supporting documents stated therein and signed copy of Annexure-VIII (Tender Acceptance Letter).
- (f) Signed copy of documents in connection with the submission of Income tax return for the years 2020-21, 2021-2022-23
- (g) Signed copy of audited statement of Accounts of the bidding organization and annual report for the years 2020-21, 2021-2022-23 Audited accounts and Report prior to 2020-21 will not be accepted.
- (h) Signed copy of in favour of authorized signatory of the bidder.
- (i) Signed copy of Clarifications issued by DSIH&FW (O) to this tender, if any, duly signed and stamped on each page by the authorized signatory of the bidder as a mark of acceptance of all conditions of the tender.
- (j) Soft copy of 3 D model in Pen drive (which will be returned after completion of Bid process) as per specification in the scope of work proposed for the tableau for this tender
- (k) The bids will be sent to the office of the Director, SIH&FW, Odisha by Speed Post/Regd Post (Bid received through courier or in any other mode will summarily rejected) in one single packet (Super scribed on the top of envelope “Tender for Republic Day Tableau 2024”) containing two separate sealed Packets/covers namely Technical Bid and Financial Bid document as per details given in the critical date sheet.

Note:– Conditional tenders will not be accepted under any circumstances by the Directorate of SIH&FW, Odisha.

6.2 Financial Bid :

Bidders are required to submit financial BID as per Annexure–VII duly filled in with seal and signature.

6.3 Tenders received after the due date and time and received other than Speed Post/Regd Post will be summarily rejected. In case any bidder does not enclose any of the documents as asked for in this document, the bid is liable to be rejected.

6.4 Bid Validity will be 6 months from the last date of submission of bid.

6.5 Timely submission of bids to the Director, State Institute of Health and Family Welfare, Odisha, Unit-8, Nayapalli, Bhubaneswar, Odisha-751012 is the sole responsibility of the bidder. Bids received after due date and time will be rejected.

7. EVALUATION OF BID

7.1 Technical Evaluation (2nd Stage): Technical proposal will be opened and evaluated of only those bidders who qualify the preliminary evaluation stage. Detailed evaluation process as per the following parameters will be adopted for proposal evaluation:

Sr. No	Criteria	Maximum Marks
1	Turnover	
1.1	Average annual turnover of the last three financial years, i.e., FY 2020-21, 2021-22 and 2022-23 Scoring Criteria < INR Rs.2.00 lakhs = 0 Marks INR 2.00 lakhs to INR 10.00 lakhs = 3 Marks INR 10.01 lakhs to INR 30.00 lakhs = 5 Marks INR 30.01 lakhs to 50.00 lakhs = 7 Marks INR 50.01 lakhs and above = 10 Marks	10 Marks
2	Experience of the Agency	
2.1	Number of events(programmes) of similar nature organised in Govt sector (Marks awarded will be dependent on the summation of number of work orders, i.e., P = P1 + P2 + P3+P4=P5) Scoring Criteria : 0 Programme =0 Marks 1 prog to 2 prog = 5 Marks 3 prog to 4 prog = 7 Marks 5 Prog & above = 10 Marks	10 Marks
3	Technical Presentation	
3.1	Highest marks among the 3 D model submitted & presented by the bidder will be considered for the bidder Creative concept and theme (Technical Presentation) (30 Marks) Presentation on Approach, Methodology and Work Plan Understanding of the Need / Demand of the Project (20 Marks)	50 Marks
	Total (1+2 +3)	70 Marks

Note:

Bidder or their authorised representative must present for presentation of their 3D model before the Expert Committee.

The minimum qualifying Score is: 35 from 70 Marks

Photocopies of work orders / experience certificates from the clients / agreement etc must be submitted as a proof for each assignment.

Director, SIH&FW,Odisha reserves the right to ask for clarifications/supporting documents at any time during evaluation. This will remain at discretion of Director, SIH&FW(O)

7.2. Financial Evaluation: The Financial Proposals of only those applicant firms, qualifying the technical evaluation i.e., who are scoring at least 35 marks out of 70 marks only, shall be considered for opening of financial proposals. The financial proposals shall be opened in which the presence of the bidder or authorised representative of bidder is optional. If none of the bidder/authorised representative present/attend meeting on the date of opening of financial bid, it will be opened in the presence of

purchase Committee on the schedule date and time. The name of the bidder along with the quoted financial price will be announced during the meeting.

7.3 Evaluation of Financial Proposal

QCBS method will be followed during the overall selection process. The financial bids of technically qualified bidders will be opened on the prescribed date in the presence of bidder or their authorised representative's. Financial Proposals of only those applicant Agencies who are technically qualified (i.e., obtain minimum 35 marks in Technical Evaluation) shall be opened.

Accordingly, the financial score for each of these shortlisted/qualified bidders will be calculated. The Cumulative score will be evaluated based on the following.

Financial score	(Lowest price quote/Price quote of the bidder) *30
Cumulative score	Score in Technical BID + Score in Financial BID

The bidder getting highest Cumulative score (C) based on technical and financial evaluation will be awarded the contract.

For the purpose of evaluation, the total evaluated cost shall be inclusive of all taxes & duties for which the Client shall make payment to the Agency

8. CLARIFICATIONS ON THE TENDER DOCUMENT: -

Corrigendum/clarifications to be issued by the Directorate of SIH&FW(O), if any, shall be uploaded on the website of Directorate and shall form an integral part of this document and shall amount to an amendment of relevant clauses of this document or be additional clauses to this document. In case of any change mentioned in the date/time in Critical date sheet the same will also be on Directorate's website. As such the prospective bidders are required to see the official website of Directorate regularly.

9. OPENING OF TECHNICAL & FINANCIAL BID:

9.1 Directorate of SIH&FW (O) shall open the technical bid on due date and time and venue as stated in the Critical Date Sheet of this document in the presence of representatives from participating bidders/Organization, who choose to attend. The date fixed for opening of bids, if subsequently declared as holiday by the Government, the bids will be opened on the next working day, time and venue remaining unaltered.

9.2 The representatives of bidders, who wish to be present at the time of the opening of Bids, may attend the same in the Directorate's office with proper authorisation slip from the bidder.

9.3 The proposals received in time will be screened based on their responsiveness (i.e. submission of all the requisite documents as asked for in this tender) and eligibility criteria.

9.4 Financial bids of the bidders/organisation successfully meeting the eligible criteria of Technical Bid only will be opened and date of opening of financial bids will be notified to technically qualified successful bidders in the official website of SIH&FW,Odisha. The authorized signatories/representatives of such bidders who wish to attend the financial bid opening may please do so. In this connection bidders are required to visit SIH&FW(O) website for all up-dates.

9.5 The successful bidder will be given an offer letter and will be asked to submit Performance Guarantee (PG) @ 10% of the work order as per tender document. The bidder is required to submit unconditional acceptance of the said offer letter and PG as required. These will be required to be submitted within 5 working days of issue of the offer letter. In case of non-submission of the same, EMD of the bidder is liable to be forfeited and the bidder blacklisted apart from any other action which Directorate of SIH&FW(O) may take as deemed fit .

10. PERIOD OF CONTRACT:- The period of contract will be valid till the completion of the event and settlement of accounts.

11. Directorate of SIH&FW (O) reserves the right to:

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- i. Accept / Reject any of the tender in full or part thereof.
- ii. Revise the requirement at the time of placing the order.
- iii. Modify, relax or waive any of the conditions stipulated in the tender specification, wherever deemed necessary.
- iv. Reject any or all the tenders in part or full without assigning any reason thereof.
- v. Award contracts to one or more bidders for the items covered by the tender.

12. GENERAL CONDITIONS OF CONTRCAT:-

Award of Contract:

12.1 Directorate of SIH&FW (O) will issue a letter of Award of Contract to H-1 bidder for this work on the basis of criteria mentioned in the BID document of this document (Evaluation of Bids).

12.2 The terms of payment are after successfully & satisfactorily completion of work

13. DISCLAIMER

13.1 The information contained in this tender or subsequently provided to bidders, whether verbally or in documentary or any other form by or on behalf of Directorate of SIH&FW(O) or any of its employees or advisers, is provided to Bidders on the terms and conditions set out in this TENDER and such other terms and conditions subject to which such information is provided.

13.2 Directorate of SIH&FW(O), its employees and advisers make no representation or warranty and shall have no liability to any person including any Bidder under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this tender or otherwise, including the accuracy, adequacy, correctness, reliability or completeness of the tender and any assessment, assumption, statement or information contained therein or deemed to form part of this tender or arising in any way in this Selection Process.

13.3 Directorate of SIH&FW(O) accepts no liability of any nature whether resulting from negligence or otherwise however caused arising from reliance of any Bidder upon the statements contained in this tender.

13.4 Directorate of SIH&FW(O) may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumption contained in this tender.

13.5 Directorate of SIH&FW(O) reserves the right to accept or reject any or all proposal(s) or to annul the tender process in totality and reject all proposals at any time prior to award of contract without assigning any reason whatsoever and without thereby incurring any liability to the affected bidder (s) on the ground of Directorate of SIH&FW(O)'s action.

13.6 The Bidder shall bear all its costs associated with or relating to the preparation and submission of its Bids including but not limited to preparation, copying, postage, delivery fees, expenses associated with any demonstrations or presentations which may be required by the Directorate of SIH&FW(O) or any other costs incurred in connection with or relating to its Bids. All such costs and expenses will remain with the Bidder and the Directorate of SIH&FW(O) shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by the Bidder in preparation or submission of the Bids, regardless of the conduct or outcome of the Selection Process.

13.7 In case the sample model provided by the successful bidder is not accepted by Health and Family Welfare Department, Govt of Odisha, leading to non-participation of Directorate of SIH&FW(O) in the Republic Day Parade on 26.01.2022, the contract shall stand terminated forthwith. No payment to the successful bidder will be made.

13.8 Directorate of SIH&FW(O) reserves the right to change the schedule of dates / time stated in this tender. Changes, if any, will be displayed on the website of Directorate of SIH&FW(O). Further, any communication with regard to this tender shall be placed on Directorate of SIH&FW(O) website only. As such, the Bidders are requested to check the Directorate of SIH&FW(O) website regularly.

13.9 In case of any dispute, Jurisdiction of courts in Bhubaneswar will apply.

13.10 The responsibility of giving truthful information without concealing any facts is that of the Bidder(s). In case, at any stage, it is found that any information given by the Bidder(s) is false / incorrect / concealed, then Directorate of SIH&FW(O) shall have the absolute right to take any action as deemed fit including but not limited to dropping the Bidder from consideration for award of work / blacklisting etc. without incurring any liability to the affected bidder(s) on the ground of Directorate of SIH&FW(O)'s action.

13.11 For purposes of this Clause, "Force Majeure" means an event beyond the control of the Successful bidder and not involving the Successful bidder's fault or negligence and not foreseeable. Such events may include, but are not limited to, acts of the Procurer either in its sovereign or contractual capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes. If a Force Majeure situation arises, the Successful bidder shall promptly notify the Procurer in writing of such conditions and the cause thereof. Unless otherwise directed by the Procurer in writing, the Successful bidder shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

13.12 The Procurer and the Successful bidder shall make every effort to resolve amicably by direct informal negotiation any disagreement or dispute arising between them under or in connection with the Contract.

13.13 The successful bidder is required to have an office in Bhubaneswar/Cuttack for execution of terms and conditions of this contract and will assign a nodal officer for the same. In case of any change in the said officers, the same will be intimated to Directorate of SIH&FW(O) prior to making the said change along with their contact details .

13.14 The bidder shall fully indemnify, hold harmless and defend Directorate of SIH&FW(O) and its officers / employees / agents / stockholders / Affiliates from and against all claims, demands, actions, suits, damages, liabilities, losses, settlements, judgments, costs and expenses (including but not limited to reasonable attorney's fees and costs), whether or not involving a third party claim, which arise out of or relate to (1) any breach of any representation or warranty of the bidder contained in the tender, (2) any breach or violation of any covenant or other obligation or duty of the bidder under this tender.

13.15. The Tableau will have to be kept for one day at the place specified by Govt/ Department/ Directorate along with those other departments for evaluation for prize. The selected bidder must be ready with required artist and other requirements accordingly.

Director

3.1.24
State Institute of Health and Family Welfare, Odisha

ANNEXURE-I

GUIDELINES FOR PREPARATION OF TABLEAU PROPOSALS FOR PARTICIPATION IN THE
REPUBLIC DAY PARADE – 2024.

1. Theme: “ ଆମ ସ୍ୱାଧୀନତା ର ସ୍ମରଣା ପାଇଁ 'ଆମ ହୃଦ୍ୱିଚାର' ”

2. Selection Process of the Tableau

In the first phase of selection three-dimensional design prototype is to be submitted/presented by the bidder which will be scrutinised by the Expert Committee. The selected bidder will be asked to come up with final three-dimensional models incorporating the suggestions by the committee. If approved, the work order will be issued or else instruction for further modification will be given.

All interaction with the members of the committee will be made by the official representative of the organization concerned. The artists/designers, etc. should ideally accompany the official representative to suitably take note of the suggestions given by the Committee to carry out modifications in their respective sketch / design / model. They will, however, not directly interact with the members of the Expert Committee unless they are specifically authorised by the Committee to do so to explain any specific point.

3. Points to be kept in view while drawing up the proposal

i) One Truck (Must have complied all statutory regulations of Govt) , upon which a tableau would be fabricated, the cost of which should be borne by the bidder.

ii) No additional or other types of vehicles would be allowed to be used in the tableau. This aspect should be kept in mind while preparing the designs of the tableau proposals to be presented before the Directorate Expert Committee.

iv) As far as possible, there should be some movement, sound and animation on the tableaux.

v) The 3 D prototype should clearly depict as to how the truck pulling the tableau will be used as a part of the theme. This should be taken into account while designing the tableau.

4. Dimensions

While preparing tableau, the following approximate dimensions of the truck, which will be provided by the bidder for the fabrication of the tableau, may be kept in view. The length, breadth and height of a single tableau should be Length- 22 feet, Width- 8 Feet & Height- 15 feet (from the ground level) respectively.

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ANNEXURE-II

Concept of Directorate of SIH&FW, Odisha for Republic Day Tableau-2024 on theme "ଆମ ସ୍ୱାସ୍ଥ୍ୟ ର ସୁରକ୍ଷା ପାଇଁ ଆମ ହସ୍ତିଚାଳ" "highlighting the benefits provided by Govt of Odisha in Health Care System"

The following impressions should be designed in the proposed Tableau :-

ଆମ ସ୍ୱାସ୍ଥ୍ୟ ର ସୁରକ୍ଷା ପାଇଁ 'ଆମ ହସ୍ତିଚାଳ'

ଜନ ସଚେତନ ପାଇଁ ଏଲଇଡି ବୋର୍ଡ
ଅନଲାଇନ ପଞ୍ଜିକରଣ ସୁବିଧା
ରୋଗୀ ପ୍ରତୀକ୍ଷା ସ୍ଥାନର ଉନ୍ନତକରଣ
ବିଭିନ୍ନ ବିଭାଗକୁ ଯିବା ପାଇଁ ନକ୍ସା ଓ ସହାୟତା
ଅଧିକ ଔଷଧ ବିତରଣ କାର୍ଯ୍ୟକ୍ରମ
ରୋଗୀ ସହାୟକ ମାନଙ୍କ ପାଇଁ ବିଶ୍ୱାସୀନାଗାର
ସାଧାରଣ ପରିଚ୍ଛେଦନ ଓ ସୌନ୍ଦର୍ଯ୍ୟକରଣ
ହେଲ୍ଥ ଡେସ୍କ

ପ୍ରତ୍ୟକ୍ଷ ଜୀବନ ମୂଲ୍ୟବାନ
ସୁସ୍ଥ ଓଡିଶା, ସୁଖି ଓଡିଶା

2/1

UNDERTAKING BY THE BIDDER

1. This is to certify that I on behalf of M/s _____ before signing this tender have read and fully understood all the terms and conditions of this tender read along with clarifications and undertake that M/s will abide by them un conditionally and to the satisfaction of Directorate of SIH&FW,Odisha.
2. M/shave not been black-listed by Central/ State Governments/ PSUs at any point of time. There have been no criminal proceedings / conviction against the bidder at any point of time.
3. None of the Full time Directors of the Bidder has any relative working in Directorate of SIH&FW,Odisha as defined in clause 5 of this document.

Signature of the authorised signatory of the Bidder with Seal

Name:

Designation:

Address:

Phone No.:

Mobile No. :

Email ID :

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ANNEXURE-IV

CHECKLIST OF DOCUMENTS SUBMITTED

(To be duly filled in by the Bidder and submitted as a part of the technical bid)

Sl. No	Document to be submitted	Submitted	Not Submitted	Remarks
01	Demand Draft towards Cost of Tender (Amount Rs._____and DD.No_____ Date_____) Issuing bank with name of branch_____			
02	Demand Draft for EMD for bidding in Tender (Amount Rs._____and DD.No_____ Date_____) Issuing bank with name of branch_____			
03	Supportive documents in the event of bidder having MSE & Start up registration & request for exemption of EMD			
04	Copy of proof of past experience in similar field			
05	Copy of Service Tax Registration			
06	Copy of GST registration			
07	Copy of PAN			
08	Annexure-III duly filled in			
09	Annexure-IV duly filled in			
10	Annexure – V duly filled in			
11	Annexure – VI duly sealed in separate cover			
12	Annexure – VII duly filled in			
13	List of name, address, telephone number, Mobile No., and email Id of the clients whose satisfactory work completion certificate have been submitted			
14	Certificate from a Chartered Accountant stating the following: i. Showing annual turn-over of the bidder for the years 2020-21, 2021-22 and 2022-23. ii. Copy of Proof of submission of Income Tax return for the years 2020-21, 2021-22 and 2022-23 iii. Copy of audited statement of Accounts of the bidding organization, i.e. report for the years 2020-21, 2021-22 and 2022-23. Report prior to 2021-22 will not be accepted.			
15	Has each page of the technical bid document been numbered?			
16	Has the authorized signatory attested copies of all supporting documents?			
17	Has each page of the bid document submitted been			

	signed and stamped by the authorized signatory of the Bidder?			
18	Soft copy of 3D concepts/prototype design of the tableau in a pen drive			

Signature of the authorized signatory of the Bidder with seal

ANNEXURE-V

PROFORMA FOR TECHNICAL BID

Sl.No	Particular	To be filed by the bidder
01	Name of Bidder	
02	Registered address of the bidder with office Telephone Number and e.mail id	
03	Detailed office address , mobile & e.amil of the Bidder at Bhubaneswar/ Cuttack which will be the nodal office complying of terms and conditions as asked for in this tender. (For execution of the work by the successful bidder for the entire duration of contract	
	List of name, address, telephone number, mobile no, and email id of the the Govt/PSU organisations along with copies of work order in connection with completion of similar nature of works .	

Signature of the authorized signatory of the Bidder with Seal

Name:

Designation:

Address:

Phone No.:

Mobile No.:

Email ID:

FINANCILA BID

To

The Director
State Institute of Health and Family Welfare,
Unit-8, Nayapalli, Bhubaneswar, Odisha-751012

Subject: Bids for award of contract for "Tableau for Republic Day, 2024".

Sir,

With reference to your tender published in _____ on _____ on the subject mentioned above, on behalf on M/s _____ I/We quote the following rates:-

Sl.No	Particulars	Rate inclusive of taxes/charges/levies
01	Price for entire scope of work in the tender document	Rs...../- (Rupees in words:-)
30% weightage will be given to Financial Bid		

Note:-

Directorate of SIH&FW(O) reserves the right to recover/ deduct taxes(es) as per the law before making any payment to the successful bidder(s).

To be submitted separate sealed cover marked as Financial BID

Yours faithfully,

(Authorised Signatory)
(with name/designation, contact No. & seal)

TENDER ACCEPTANCE LETTER
(To be given on Company Letter Head)

Date:

To,

Sub: Acceptance of Terms & Conditions of Tender.

Tender Reference No: _____

Name of Tender / Work: -

Dear Sir,

I/ We have downloaded / obtained the tender document(s) for the above mentioned 'Tender/Work' from the web site(s) namely:

as per your advertisement, given in the above mentioned website(s).

2. I / We hereby certify that I / we have read the entire terms and conditions of the tender documents from Page No. _____ to _____ (including all documents like annexure(s), schedule(s), etc .), which form part of the contract agreement and I / we shall abide hereby by the terms / conditions / clauses contained therein.

3. The corrigendum(s) issued from time to time by your department/ organisation too have also been taken into consideration, while submitting this acceptance letter.

4. I / ~~We~~ hereby unconditionally accept the tender conditions of above mentioned tender document(s) / corrigendum(s) in its totality / entirety.

6. In case any provisions of this tender are found violated , then your department/ organisation shall without prejudice to any other right or remedy be at liberty to reject this tender/bid including the forfeiture of the full said earnest money deposit absolutely.

Yours Faithfully,

(Signature of the Bidder, with Official Seal)



Instructions for Bid Submission:

1. The bidders are required to submit manual/physical bids in Two-Bid system as indicated in this document earlier.

Bidder should take into account any corrigendum published on the tender document before submitting their bids.

Bids will be received only by Speed Post/Regd Post. Bids received in any other mode will summarily rejected.

3. Bidders are requested to go through the tender the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.

Bidder should pay cost of Bid and EMD as per the instructions specified in the tender document.

5. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable.

Bids submitted through e-mail will not be considered.

Bidders should submit the sift copy of 3 D design prototype and present the same before the expert committee on the date of opening of Technical BID.

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