



**Odisha State Museum
Bhubaneswar**

Tel/Fax-0674-2431597, Email-supdt.museum@hotmail.com

Website www.orissamuseum.nic.in/index.htm

SHORT TENDER CALL NOTICE FOR THE WORK:

**Print, Design and Supply of Jute Bags for Putting of Coffee Table Books
with Museum & Govt. of Odisha Logo to Odisha State Museum.**

Short Tender Call Notice No. 1484/OSM-2024-25., Dated **10.09.2024**.

Particulars of tender document issue

**Odisha State Museum
Bhubaneswar**

Date of issue of tender document

Short Tender Call Notice No.1484/OSM.,Dated. 10 .09.2024

**Issued in favour of :
(Full name & address)**

Telephone No. – Land line :

Mobile :

Vide money receipt No.:

Dated:

**Issued by
(Stamp and signature of issuing officer)**

Cost of tender paper (Non-refundable) = Rs.2,000.00 (Rupees two thousand) only by hand





**ODISHA STATE MUSEUM
BHUBANESWAR**

Tender call notice No.1484/OSM/2024-25

Dated 10 .09.2024

1. On behalf of Odisha State Museum the Superintendent invites sealed tender from reputed suppliers for the assignment as given below.

| Sl. No. | Name of work | Bid Security | Cost of document | Period of completion |
|---------|--|---------------------------|------------------|-------------------------|
| 1 | Print, Design and Supply of Jute Bags for putting of Coffee Table Books with Museum & Govt. of Odisha Logo to Odisha State Museum. | EMD of 1% of the bid cost | Rs.2000.00 | 01 (One) calendar month |

2. The agency has to deposit the cost of tender paper as above by cash or through demand draft drawn on or before **Dated 23.09.2024** at about **3.30 PM** from any nationalized/scheduled bank payable at Bhubaneswar in favour of the “**Superintendent of Museum, Odisha, Bhubaneswar**”. The demand draft should be enclosed along with the tender documents and dropped in the Tender Box within specified time.
3. The tender must be dropped in the tender box kept in the office of the Superintendent, Odisha State Museum, Bhubaneswar on or before **24.09.2024** at **4.30 PM** . The bid is to be submitted in a single sealed cover superscribing “**Short Tender call Notice No.1484/OSM dated 10.09.2024** and the Bids will be opened on **25.09.2024** at **3.00 P.M.** in the presence of the agencies, who may like to be present. If there will be a public holiday on the last date of receipt & opening of the tenders as specified above, the tender documents shall be received & opened on the next working day at the above time & venue.
4. Intending agencies are required to furnish the following documents in the Techno-Commercial Bid.
- Proof towards deposit of cost of tender paper
 - Annexure-I, II & III duly filled in
 - Copy of GST Registration Certificate
 - Copy of PAN card
 - EMD as above mentioned

5. The sealed tender duly filled in properly must be signed by the agency in each & every page as a token of acceptance of terms, conditions, specifications as laid down in the tender.
6. In case of production of forged document, the penalty shall be rejection of their tender. The authority reserves the right to verify the authenticity of documents in case of any doubt or complaint.
7. The tender received will remain valid for 90 (Ninety) days from the last date of receipt of tenders and the validity of tenders can also be extended if agreed to by the agencies and the Superintendent Odisha State Museum.
8. The agencies are required to furnish self attested copy of the dealership certificate for the products to be supplied and the system after successful installation should cover warranty for a period of 12 months for the date of installation.
9. Payment shall be released within 30 days from the date of successfully installation of the work.
10. The Agencies shall have to adhere to the terms & conditions of agreement & technical specification.
11. Conditional offers in no case shall be taken into consideration.
12. The authority reserves absolute right to accept or reject any or all tenders without assigning any reason thereof.
13. Any dispute arising out of the above tender call notice shall be subject to Jurisdiction of Hon'ble High Court of Odisha at Cuttack and their sub-ordinate courts at Bhubaneswar only.

For Odisha State Museum

Sd/-
Superintendent of Museum,
Odisha, Bhubaneswar.

Memo No. : /OSM.,Dated 10.09.2024.

Copy submitted to the Senior P.S to the Principal Secretary to Govt., OLL & Culture Department, Bhubaneswar for favour of kind information of Principal Secretary, OLL & Culture Department.

Sd/-
Superintendent of Museum,
Odisha, Bhubaneswar.

Memo No. : /OSM.,Dated 10.09.2024.

Copy submitted to the Director, OLL & Culture Department, Bhubaneswar for favour of kind information.

Sd/-
Superintendent of Museum,
Odisha, Bhubaneswar.

Memo No. /OSM.,Dated 10.09.2024.

Copy forwarded to the Curator & DDO, Odisha State Museum, Bhubaneswar for information with a request for necessary action for wide circulation of the tender.

Sd/-
Superintendent of Museum,
Odisha, Bhubaneswar.

Memo No. /OSM., Dated 10.09.2024.

Copy to the Museum Website- www.odishamuseum.nic.in /Notice Board, Odisha State Museum/ Directorate of OLL &C, Bhubaneswar for wide circulation.

Sd/-
Superintendent of Museum,
Odisha, Bhubaneswar.

Annexure-I

**FORMAT OF BID SECURITY DECLARATION FROM
BIDDERS IN LIEU OF EMD**

(On Bidders Letter head)

I/We, the authorized signatory of M/s ,
Participating in the subject tender No. for the item/job of
.....,do hereby declare:

That in the event we withdraw / modify our bid during the period of validity or I/we fail to execute formal contract agreement within the given timeline or I/we commit any breach of Tender Conditions / Contract which attracts penal action and I/we will be suspended from being eligible for bidding/award of all future contract(s) of Government of Odisha/ Odisha State Museum, Bhubaneswar for a period of three year from the date of committing such breach.

Signature and Seal of Authorized Signatory of bidder

Name of Authorized Signatory.....

Company Name.....

Signature of the Agency/ Quotationer

Sd/-
Signature of the Superintendent
Odisha State Museum, Bhubaneswar

Annexure-II

Undertaking of Agency

I / We Shri

(In case of the firm, the name of the proprietor/head of the firm along with the designation & name of firm should be mentioned)

S/o Sri _____, Permanent resident of
Vill./Street - _____, P.O. - _____, P.S.- _____
Via - _____, Dist. - _____
State - _____, PIN - _____

Declare that I/We have thoroughly gone through the tender document and I/We know the scope of works. I/We agree to execute the assignments at rates quoted by me/us or at settled rates and abide by the terms and conditions of the tender document and we shall abide by all the instructions issued by Odisha State Museum, Bhubaneswar in this regard.

Full signature of “Agency/ Quotationer” with date and seal

Present address for correspondence:

Sd/-
Signature of the Superintendent
Odisha State Museum, Bhubaneswar

DECLARATION BY AFFIDAVIT
(ON NON-JUDICIAL STAMP PAPER)

I / We have gone through carefully all the Bid conditions and solemnly declare that I/we will abide by any penal action such as disqualification or black listing or determination of contract or any other action deemed fit, taken by the Odisha State Museum, Bhubaneswar against us, if it is found that the statements, documents, certificates produced by us are false /fabricated.

I/ we hereby declare that, I/We have not banned/ blacklisted/ in any department in Odisha/ PSU / in any State/ Odisha State Museum due to any reasons as on date of submission of Bid.

I/ we hereby declare that bid is without any deviations and are strictly in conformity with the documents issued by the Client.

Signature of the Bidder

Sd/-
Signature of the Superintendent
Odisha State Museum, Bhubaneswar

Bill of Quantities

Bill of Quantities for the work:- **Print, Design and Supply of Jute Bags for Putting of Coffee Table Books with Museum & Govt. of Odisha Logo to Odisha State Museum, Bhubaneswar**

A. Specifications :

| Sl. No. | Description | Quantity | Unit | Rate | GST | Amount |
|---------|---|----------|------|------|-----|--------|
| 1 | Jute Bag - Material :14 X 15 String Jute Bag Height-13inches Length-16 Inches Width-04 Inches Cotton Padded Handle 12 Inches Both side DTF Printing | 500 | | | | |
| | Grand Total: | | | | | |

Signature of the Agency/ Quotationer

Sd/-
Signature of the Superintendent
Odisha State Museum, Bhubaneswar

