



ବିଜ୍ଞାପିତ ଅଞ୍ଚଳ ପରିଷଦ, କୁଚିଣ୍ଡା

OFFICE OF THE NOTIFIED AREA COUNCIL, KUCHINDA
At/Po-Kuchinda, Dist-Sambalpur, Odisha, Pin-768222 Phone: (06642)220060
Email:kuchinda_nac@yahoo.com, Website: www.nackuchinda.in

No. 516 /NAC Dated. 23-05-2023

**NOTICE INVITING REQUEST FOR PROPOSAL THROUGH E-PROCUREMENT
PORTAL OF GOVT. OF ODISHA**

Executive Officer, Notified Area Council, Kuchinda invites Request For Proposal from Manufacturer/ Authorized Dealer / Reputed Supplier having experience in supply & installation of the items mentioned in BOQ of Notified Area Council, Kuchinda through e-Procurement portal of Govt. of Odisha for **“Rate Fixation for Supply and Installation of the items for Auditorium Cum Cultural Center, Kuchinda as mentioned in BOQ”**.

The Bid Document comprising of eligibility criteria, Instruction to Bidders, BOQ, etc. can be seen in e-Supply portal of Govt. of Odisha from 17:30 Hours of dt.23.05.2023 to 17:30 Hours of dt.03.06.2023.

Interested Manufacturer/ Authorized Dealer / Reputed Supplier / Reputed Supplier who may like to visit the site may seek clarification from Executive Officer, Notified Area Council, Kuchinda on any working day during office hours.

Proposal for the above mentioned work should be uploaded to e-Procurement Portal between from 17:30 Hours of dt.23.05.2023 to 17:30 Hours of dt. 03.06.2023.

The RFP will be opened online on dt. 05.06.2023 at 10:00 Hours at Notified Area Council, Kuchinda.

Any addendum/ corrigendum/ cancellation notice of RFP can also be seen in the e-Procurement site www.tendersodisha.gov.in and will be published in newspapers.

Executive Officer, Notified Area Council, Kuchinda has the right to accept or reject any or all the RFP without assigning any reasons thereof.

Executive Officer
Notified Area Council, Kuchinda

Memo No. 517 /NAC Date. 23-05-2023

Copy Submitted to the P.D, DUDA, Sambalpur / Addl Chief Engineer, PH Circle, Sambalpur-cum-ILW, Kuchinda for information and necessary action. They are requested to publish the same in their Office Notice Board for wide publication.

Executive Officer
Notified Area Council, Kuchinda

Memo No. 518 /NAC Date. 23-05-2023

Copy Submitted to Sub-Collector , Kuchinda / Tahasildar ,Kuchinda / Asst. Executive Engineer (R&B), Kuchinda / Asst. Executive Engineer (R.D), Kuchinda / Asst. Executive Engineer, RWSS ,Kuchinda / Asst. Engineer P.H.D. Kuchinda for information and necessary action. They are requested to publish the same in their Office Notice Board for wide publication.

BBANoyak
23/05/23

Executive Officer
Notified Area Council, Kuchinda

Memo No. 519 /NAC Date. 23-05-2023

Copy forwarded to the DIO, NIC, Sambalpur for information and necessary action with a request to publish the same in NIC website for wide publication.

BBANoyak
23/05/23

Executive Officer
Notified Area Council, Kuchinda

Memo No. 520 /NAC Date. 23-05-2023

Copy forwarded to the MIS Computer Programmer, NAC Kuchinda to upload the RFP documents in the web portal of Notified Area Council, Kuchinda.

BBANoyak
23/05/23

Executive Officer
Notified Area Council, Kuchinda

Memo No. 521 /NAC Date. 23-05-2023

Copy forwarded to the Dy. Director (Advertisement)-cum-Secretary to Govt. , I & PR Department, Odisha, Bhubaneswar with a request to get it published in two leading Oriya Daily and one no of Local English Daily News Paper at an early date for wide circulation of the Tender Call Notice . Complimentary copy of the News Papers containing the Tender Call Notice may be sent to this office for reference and record.

BBANoyak
23/05/23

Executive Officer
Notified Area Council, Kuchinda

Bid Identification No:RFP-01/KCDA/2023-24

Request for Proposal (RFP)

From

Manufacturer/ Authorized Dealer / Reputed Supplier

for

**Rate Fixation for Supply and Installation of the items for
Auditorium Cum Cultural Center, Kuchinda as attached BOQ**

DISCLAIMER

All information provided as a part of this Request for Proposal (RFP) document to the prospective Applicants by the Executive Officer, Notified Area Council, Kuchinda, is subject to the terms and conditions set out in this RFP and any addendum to the same (as and when issued in writing).

This RFP document not an agreement and is neither an offer nor invitation by the Executive Officer, Notified Area Council, Kuchinda to the prospective Applicants or any other person. The purpose of this document is to provide interested parties with information that may be useful to them in the formulation of their Proposals pursuant to this RFP.

This RFP document does not claim to contain all the information each Applicant may require. Each Applicant is advised to conduct its own due diligence and check the accuracy, reliability and completeness of the information in this RFP document and obtain independent advice from appropriate sources as deemed necessary. Executive Officer, Notified Area Council, Kuchinda makes no representation or warranty and shall incur no liability under any law, statute, rules or regulations as to the accuracy, reliability or completeness of this RFP document. Executive Officer, Notified Area Council, Kuchinda may at their absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in this RFP document.

Sd/-

Executive Officer
Notified Area Council, Kuchinda

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Notice for Request For Proposal

OFFICE OF THE NOTIFIED AREA COUNCIL, KUCHINDA At/Po-Kuchinda, Dist-Sambalpur, Odisha, Pin-768222

RFP No.: 01/KCDA/2023-24 Dated: 23/05/2023

Notified Area Council, Kuchinda invites sealed Request for from Manufacturer/ Authorized Dealer / Reputed Supplier for rate quote for “**RFP for Rate Fixation for Supply and Installation of the items for Auditorium Cum Cultural Center, Kuchinda**”.

1	Name of RFP	RFP for Rate Fixation for Supply and Installation of the items for Auditorium Cum Cultural Center, Kuchinda
2	Type of RFP	Open Tender
3	Mode of tendering	E-tender
4	Issue of responses to pre-Bid queries, addendum /corrigendum, if required	Date:31-May-2023;Time: 1:00pm
7	Bid Due Date	Date:03-June-2023;Time:5:30pm
8	Opening of RFP	Date:05-June-2023;Time:10:00am

The interested bidders should submit their bids only in the e-tender portal <https://tendersodisha.gov.in/>.

Notified Area Council, Kuchinda reserves the right to cancel the bid at any time or amend/withdraw any of the terms and conditions contained in the RFP Document without assigning any reason thereof.

Sd/-
Executive Officer
Notified Area Council, Kuchinda

INVITATION FOR BID

FOR

1. SCOPE OF WORK

RFP for Rate Fixation for Supply and Installation of the items for Auditorium Cum Cultural Center, Kuchinda as mentioned in BOQ as per the detailed specification and guideline specified in the BOQ.

1.1 Commercial Consideration

1.1.1 The on the whole lowest budgeting offer is likely to be considered for preparation of estimates & DPR.

2. GENERAL TERMS AND CONDITIONS

2.1.1 The Bidder should fulfill the following minimum eligibility criteria and must also submit documentary evidence in support of fulfillment of these criteria while submitting the Bid. Claim without documentary evidence will not be considered. The eligibility criteria and documentary evidence required are as follows:

Sl. No	Eligibility Criteria	Documentary Evidence to be attached
1	Manufacturer/ Authorized Dealer/ Reputed Supplier having experience in supply of items mentioned in the BOQ items to Govt. Organization.	Copies of Credentials, PAN, GST Registration Certificate, Certificate being Manufacturer or Authorized distributor to be submitted by bidder.

2.2 One Bid per Bidder

Each bidder shall submit only one bid for the Project i.e. (all items mentioned in BOQ). Violation of this shall lead to disqualification of the bidder.

2.3 Due Diligence, Inspection and Investigation

2.4 Validity of Proposal

2.4.1 The Proposal shall remain valid for a period not less than Ninety (90) days from the due date of submission ("Proposal Validity Period"). Executive Officer, Notified Area Council, Kuchinda reserve the right to reject any Proposal that does not meet this requirement. Validity of Proposal shall be extended for a specified additional period at the request of Executive Officer, Notified Area Council, Kuchinda.

2.4.2 A bidder agreeing to the request will not be allowed to modify his Proposal, but would be required to extend the validity of his Proposal Security for the period of extension.

2.5 Right to Reject the Proposal

Notwithstanding anything contained in this RFP Document, Executive Officer, Notified Area Council, Kuchinda reserve the right to reject any / all proposals including the highest proposal or withdraw the invitation of the proposal at any stage without citing any reason. Nothing contained herein shall confer any right up on a bidder or create any obligation / liability upon Executive Officer, Notified Area Council, Kuchinda of any type whatsoever.

2.6 In case of any ambiguity in the interpretation of the conditions of the contract and scale of charges, the interpretation of the Executive Officer, Notified Area Council, Kuchinda will be final and binding on the parties to the conditions of contract.

2.7 The courts at Kuchinda alone shall have the exclusive Jurisdiction to try all the cases arising out of this RFP document.

3. PROCEDURE AND SCHEDULE

3.1 General

Bidders may send their queries to Executive Officer, Notified Area Council, Kuchinda online as per the date mentioned in the table of “Important Information”. All the bidders will be sent clarification to queries received till the stipulated date.

3.2 Amendment of RFP

At any time prior to the Proposal Due Date, Executive Officer, Notified Area Council, Kuchinda may, for any reason, whether at its own initiative or in response to clarifications requested by a bidder, modify the RFP through the issuance of Addendum / Corrigendum which will not be published in the newspaper. This can be seen in e-Procurement Portal of Govt. of Odisha (www.tendersodisha.gov.in) as well as in Notified Area Council, Kuchinda website <https://nackuchinda.in>.

3.4 Preparation and Submission of Proposal

The interested bidders are requested to submit their proposal as indicated in e-tendering portal of Govt. of Odisha.

3.4.1 (i) Scanned copy of General Information of the Bidder (As per Format A)

(ii) Scanned copy of Original RFP Document duly signed (on each page) by an authorized representative as a token of acceptance

(iii) Scanned copy of Registration certificate/ credential of the Firm, GST Registration Certificate, PAN card.

3.5.1 Financial Proposal

The bidders shall fill in the rates in figure and should not leave any cell blank in the BOQ downloaded for the work in designated cell and up-load the same in designated location of Financial BID. Submission of documents shall be effected by using DSC of appropriate class. The line item total in words and the total amount shall be calculated automatically by the system and shall be visible to the bidder. The price should be inclusive of all taxes but excluding GST.

3.6 Language and Currency

3.6.1 The Proposal and all related correspondence and documents shall be written in English language.

- 3.6.2. The currency for the purpose of the Proposal shall be Indian National Rupee (INR).
- 3.6.3 Each activity is date and time stamped with user details. For time stamping, server time is taken as the reference.
- 3.6.4 In the event of the specified date of bid opening being declared a holiday for the Officer inviting the Bid/ Engineer-in-Charge, the bids will be opened at the appointed time on the next working day.
- 3.6.7 The Bid openers; who have been pre-defined shall log on to the portal with their respective DSC. Unless all the Officers who have been declared as Opening officers, log on the portal with their DSC the Tender cannot be opened.

4. CRITERIA FOR EVALUATION

4.1 Evaluation Parameter;

4.1.1 Only those Applicants who meet the eligibility criteria specified in Clause 2.1.1 above shall qualify for opening bids. Applications of Manufacturer/ Authorized Dealer/ Reputed Supplier who do not meet these criteria shall be rejected.

4.2 Executive Officer, Notified Area Council, Kuchinda reserves the right to accept & reject any Request for Proposal vendors without assigning any reasons whatsoever. His decision is final and binding on all the parties.

4.2.1 It is responsibility of the Bidder to furnish all the supporting evidence towards the eligibility. Executive Officer, Notified Area Council, Kuchinda reserves the right to cancel the Bid in absence of lack of supporting document.

4.2.2 Executive Officer, Notified Area Council, Kuchinda reserves the right to verify the claims made by the Bidder and to carry out the capacity assessment of the bidder and Executive Officer, Notified Area Council, Kuchinda as evaluation committee decision shall be final in this regard.

5. CORRUPT OR FRAUDULENT PRACTISE:

The RFP inviting Officer will reject a proposal for award if he determines that the bidder recommended for award has been engaged in corrupt or fraudulent practices in competing for the contract in question. He will report to the Officer Inviting Bid / next higher authority.

Approved

Sd/-

Executive Officer
Notified Area Council, Kuchinda

FORMAT-A

DETAILS OF THE BIDDER

(On the letter head of the bidder)

Name of Bidder	
Address of the office(s) .	
Date of incorporation and/or commencement of business	
2. Brief description of the Bidder's main lines of business.	
3. Name, Designation, Address and Phone Numbers of Authorised Signatory of the Bidder	
(a) Name	
(b) Designation	
(c) Organization	
(d) Address	
(e) Telephone number	
(f) E-mail address	
(g) Fax number	
(h) PAN Number	
(i) GST Registration Number	
(j) Mobile number	
4. Organization structure	Attach the organization chart showing the structure of the organization, including the names of the director and positions of the officers
5. Detail of registration along with copy of registration	