



# MAHILA VIKAS SAMABAYA NIGAM

(Govt. of Odisha Undertaking)

W&CD Complex, Plot No.483(Pt), Unit-VI

Ganganagar, Bhubaneswar- 751001

Ph.No.2533223, 2533214

E-mail-mvsn\_bbsr@yahoo.com

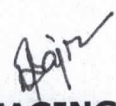
Date 27.2.24

Ref. 279/MVSN

## TENDER CALL NOTICE

Sealed Tenders are invited from interested GST registered firms/agencies/ for supply of "Home visit Bag with Printing" for use of Anganwadi Workers as Home Visit Kit. The Tender completed in all respect shall be submitted in the office of Managing Director, Mahila Vikas Samabaya Nigam, W&CD Complex, Plot No.483(Pt), Unit-VI, Ganganagar, Bhubaneswar- 751001 on or before **Dt.13.03.2024 by 5 P.M.** through Register Post/ Speed Post/couriers only. The Tender document containing Tender schedule and other relevant information and terms & conditions of Tender can be downloaded from the website- [www.wcd.odisha.gov.in](http://www.wcd.odisha.gov.in) from **28.02.2024 to 13.03.2024**. A Tender Fee of Rs.1,500/- and EMD of Rs.10,000/- are to be deposited in shape of Demand Draft in favour of Managing Director, Mahila Vikas Samabaya Nigam along with the Tender document.

The authority reserves the right to modify/cancel the Tender at any point of time.

  
**MANAGING DIRECTOR,**  
**MAHILA VIKAS SAMABAYA NIGAM**  
Managing Director  
Mahila Vikas Samabaya Nigam  
Bhubaneswar




**TENDER FOR SUPPLY  
OF  
"HOME VISIT BAG WITH PRINTING"**

**MAHILA VIKAS SAMABAYA NIGAM  
(Govt. of Odisha Undertaking)  
W&CD Complex, 2<sup>nd</sup> Floor, Plot No. 483(Pt),  
Unit-VI, Ganganagar  
Bhubaneswar- 751001  
Ph.No.0674-2533223, 2533214  
Mob No. 9338754909/9437302025  
Email Id- mvsn\_bbsr@yahoo.com**

### TENDER SCHEDULE

Period of issue of quotation of Documents	<b>From Dt.28.02.2024 to Dt.13.03.2024</b>
Last date & time for submission of quotation Documents	<b>Date: 13.03.2024 by 5.00 P.M.</b>
Place of submission of completed quotation Documents	Mahila Vikas Samabaya Nigam, W&CD Complex, Plot no.-483(pt.), Ganganagar, Unit-VI, Bhubaneswar- 751001 <b>Ph.No.0674-2533223</b>
Mode of submission	In Sealed cover super scribing the specific category on the outside cover through Speed Post/ Registered Post / Courier only.
Place, Date & Time for opening of Technical Bid	Mahila Vikas Samabaya Nigam, W&CD Complex, Plot no.-483(pt.), Ganganagar, Unit-VI, Bhubaneswar- 751001 <b>Ph.No.0674-2533223</b> <b>Date: 18.03.2024 Time 1.00 P.M</b>
Place, Date & Time for opening of Financial Bid	Mahila Vikas Samabaya Nigam, W&CD Complex, Plot no.-483(pt.),Ganganagar, Unit-VI, Bhubaneswar- 751001, <b>Ph.No.0674-2533223</b> <b>Date : 18.03.2024 Time 5.00 P.M</b>
Tender Fee	Rs.1,500/- in shape of DD in favour of Managing Director, Mahila Vikas Samabaya Nigam (MVSN) payable at Bhubaneswar
EMD	Rs.10,000/- in shape of DD in favour of Managing Director, Mahila Vikas Samabaya Nigam (MVSN) payable at Bhubaneswar
Performance Security Deposit	5% of the Contract Value to be awarded in shape of DD in favour of Managing Director, Mahila Vikas Samabaya Nigam (MVSN).

  
Signature of the Tenderer /Authorized person

# MAHILA VIKAS SAMABAYA NIGAM

(Govt. of Odisha Undertaking)  
W&CD Complex, Plot No.483(Pt), Unit-VI  
Ganganagar, Bhubaneswar- 751001

## TENDER DOCUMENT

### Introduction

Mahila Vikas Samabaya Nigam(MVSN) is an Apex Cooperative society functioning under the administrative control of Department of Women & Child Development, Government of Odisha. Different schemes of the Department are being implemented through MVSN.


### Objective

Women & Child Development Department, Govt of Odisha has taken an initiative to provide Home visit and counselling Kit to the Anganwadi Workers of the of the Anganwadi centres (reported higher no of severe acute Malnutrition children under the innovative activity of POSHAN Abhiyan) of W&CD.

Counselling kit comprise of printed Home visit bag with other items. Printed bags are to be used for carrying other items inside it during home visit by AWWs for food demonstration to the mother and other family members of the household having children above six month.

Sealed tenders are hereby invited by **Speed Post/ Registered Post/ Courier only** to be submitted in the address of MVSN on or before 13.03.24 (as per the address mentioned above) from interested GST registered firms/agencies/suppliers for supply of "Home visit bag with printing" on or before 31.03.2024. Interested agencies shall have to submit a non-refundable Bank Draft for Rs.1,500/- towards cost of tender paper along with the tender fee in shape of DD in favour of Managing Director, Mahila Vikas Samabaya Nigam (MVSN) drawn in any Nationalized Bank payable at Bhubaneswar. Further, Rs.10,000/- towards EMD in the form of DD in the aforesaid manner be enclosed.

The Authority reserves the right to reject any or all offers without assigning any reason thereof.

  
Signature of the Tenderer /Authorized person

#### **A. Tender Fee**

At the time of submission of the tender, the Tender Fee of Rs.1,500/-(Rupees five hundred only) is to be deposited in shape of DD in favour of Managing Director, Mahila Vikas Samabaya Nigam (MVSN) payable at Bhubaneswar. A check list as per "Annexure-A" is to be submitted.

#### **B. Earnest Money Deposit (EMD)**

At the time of submission of the tender, an EMD of Rs.10,000/-(Rupees Ten thousand only) is to be deposited in shape of DD in favour of Managing Director, Mahila Vikas Samabaya Nigam (MVSN). The EMD of the unsuccessful bidders will be returned to them preferably within 30 days of the work order issued to the successful bidder. Non submission of EMD qualifies for rejection of Tender documents.

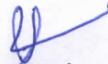
#### **C. Performance Security Deposit**

After receipt of the work order, a Performance Security Deposit of 5% of the contract value to be awarded is to be deposited in shape DD in favour of Managing Director, Mahila Vikas Samabaya Nigam (MVSN).

#### **D. Technical Bid**

The Technical Bid is to be submitted by the agency in the enclosed format (Annexure-B) with a forwarding letter of the firm in sealed envelope separately mentioning in the overleaf. Following firms are eligible to quote for the said works:-

- a. Registration details of the agency
- b. Refundable EMD of Rs.10,000/- in shape of DD drawn in any nationalized bank in favour of Managing Director, Mahila Vikas Samabaya Nigam (MVSN).
- c. Non-refundable DD of Rs.1,500/- towards cost of tender fees drawn in favour of Managing Director, Mahila Vikas Samabaya Nigam (MVSN).
- d. Copy of Valid GST Registration Certificate and up to date return file of the firm/agency.
- e. Copy of PAN card for income tax and up to date return file in the name of agency/firm of last 3 years ending 31<sup>st</sup> March,2023.
- f. Copy of the work/event order(s) confirming execution of similar activities for supply of "Home visit bag with printing cost (Cotton Bag)" not less than Rs. 1,00,000/- as a single order and minimum turnover of Rs.5,00,000/- (per year) for last three consecutive years i.e 2020-21,2021-22 and 2022-23 duly certified by CA along with the tender.

  
Signature of the Tenderer /Authorized person

## **E. Financial Bid**

Financial bid is to be submitted by the Agency in the enclosed format **(Annexure-C)** with forwarding letter of the firm in sealed envelope separately for each category.

## **F. Process of Selection**

- i. Technical bid will be opened first. The bidders are to qualify in the technical bid and there is no mark or rating for the technical bid as it is only for the purpose of qualification. The Financial bid of the bidder who qualified in the technical bid will only be opened.
- ii. If the L-1 bidder does not confirm the acceptance of the work order within 3 days, the L-2 bidder will be awarded the work order at the same price, subject to the same terms and conditions.

## **G. Evaluation**

Bids received in the office of MVSN, Bhubaneswar within the stipulated period will be considered for evaluation.

## **H. Award of Contract**

The contract will be awarded in favour of the bidder, who quoted the lowest price in the Financial Bid,


- i. In case more than one agency is quoting the same rate the preference will be given to the agency having more number of experiences basing upon the year of establishment of the firm and order executed.
- ii. If undecided, the firm having more average turnover of last three years i.e. 2020-21, 2021-22 and 2022-23 will be given preference.
- iii. In case two or more agencies qualify the above points (i.e. I & II) these agencies may be called for negotiation and they shall submit the negotiable price in sealed envelope.

## **I. Department's Reservation**

The department/Tender inviting organisation reserves the right to cancel any bid without assigning any reason thereof. The department can recommend for blacklisting of any agency who does not perform or turndown the offer upon receipt of the contract.

## **J. Submission of the Bid**

The last date of submission of the Bid is on or before **13.03.2024 by 5.00 P.M.** by **Speed Post/Registered Post/Courier** only in the office of Mahila Vikas Samabaya Nigam, W&CD Complex, Plot no.-483(pt.), Ganganagar, Unit-VI, Bhubaneswar- 751001.

  
Signature of the Tenderer /Authorized person

### **K. Declaration regarding Blacklisting**

A declaration to the effect that the agency is not blacklisted by any Govt./Public undertaking for conducting audit shall be submitted in the format at **Annexure-D**.

### **L. Penalty for Non-performance**

If the agency after accepting the work fails to deliver the desired level of work in the stipulated period, then as per the recommendation of the procurement committee, a penalty will be levied to the volume of non-performance. The volume of non-performance will be decided by the above committee after examining the details of work assigned and completed by the agency. The penalty so imposed will be deducted from the 'Performance Security Deposit' available at MVSN.

### **M. Legal Dispute**


Any legal dispute arising out of the process should be settled first by mutual consent, then by the process of arbitration before MVSN and finally by an appropriate court in the jurisdiction of Bhubaneswar.

### **N. Mode of Payment**

On satisfactory completion of all the processes involved in the procurement of "Home visit bag with printing Cotton/ Jute Bag with inner pouch with chain Size: 30 cm height x 37 cm length x 10 cm width. One side printing with Logo as per sample design shown in the Web site)". The agency will submit the bill for payment. On receipt of the original GST bill, payment shall be released through e-transfer to the bank account of the agency after deduction of statutory dues, if any.

### **O. Other Terms & Condition**

- i. The rate quoted per unit inclusive of all taxes, charges duties, levis if any along with material cost, labour cost, supply of Home visit bag with printing as per the specification mentioned above.
- ii. The bidder has to show samples as per specification mentioned in Annexure-C. The bidder will be abiding by all the Terms & Conditions of the Tender Document.
- iv. MVSN reserves the right to negotiate the final price with the successful bidder.

  
Signature of the Tenderer /Authorized person

**Annexure-A**

**CHECKLIST  
(Attach self attested photocopy)**

Sl.No	Item Name	Details
1	Firm Registration No	YES/NO
2	Tender Fee deposited	YES/NO
3	EMD deposited	YES/NO
4	PAN	YES/NO
5	GST Registration No.	YES/NO
6	Average Annual Turnover of last 3 years (2020-21,2021-22 and 2022-23 )	YES/NO
7	IT Return of last 3 years (2020-21,2021-22 and 2022-23 )	YES/NO
8	Copy of the work/event order(s) confirming execution of similar activities for supply of not less than Rs.1,00,000/- as a single order .	YES/NO
9	Copy of minimum turnover of Rs. 5,00,000/- (per year) for last three consecutive years i.e. 2020-21,2021-22 and 2022-23 duly certified by CA	YES/NO
10	Declaration regarding Blacklisting	YES/NO
11	Bank Details	YES/NO

Date: 27.2.24

Place: Bhubaneswar

Signature of the Tenderer/Authorized person

Name:

Seal

*[Signature]*  
Administrative Officer  
Mahila Vikas Samabaya Nigam  
Bhubaneswar.



**Annexure- B**

**TECHNICAL BID FORMAT  
(Photocopy of documents to be attached)**

Sl. No.	Item Name	Details	
1	Name of the Agency		
2	Name of Proprietor/Partner/Director		
3	Full Address of Registered Office, Telephone No., FAX No. and E-mail ID		
4	Full Address of Operating/ Branch Office, Telephone No., FAX No. and E-mail ID		
5	Name, Address & Telephone No. Of Authorized Officer/Person		
6	Year of Establishment		
7	Firm Registration Number		
8	Annual turnover for last 3 years	2020-21	
		2021-22	
		2022-23	
9	Average turnover of 2020-21,2021-22 and 2022-23		
10	IT Return of last 3 years (2020-21,2021-22 and 2022-23 )		
11	PAN		
12	GST Registration No.		
13	Bank Details:- Bank Account Number Name of the Account Holder Name of Bank/Branch IFS Code		

N.B.:- Additional Sheets may be attached for the points mentioned above in case the space is not sufficient.

Date: 27.2.24  
Place: Bhubaneswar  
Name:

Signature of Tenderer/Authorized person

Administrative Officer  
Mahila Vikas Samabaya Nigam  
Bhubaneswar.

Seal

**Annexure- C**

**FORMAT FOR FINANCIAL BID FOR SUPPLY OF  
"HOME VISIT BAG WITH PRINTING "**

<b>Sl. No.</b>	<b>Item/Activity</b>	<b>Specifications</b>	<b>Quoted Unit Cost including GST and other charges (in Rs)</b>
1	Home visit bag with printing	Cotton/ Jute Bag with inner pouch with chain Size: 30 cm height x 37 cm length x 10 cm width. One side printing with Logo as per sample design shown in the Web site.	
Total cost inclusive of all taxes, transportation cost, and other costs involved			

**N.B.** There is requirement of 7428 numbers of sets approximately .The actual number of set (Home visit bag with printing cost) may increase or decrease which shall be intimated in the work order and in other communication.

Date: 27.2.24  
Place:

Signature of Tenderer/Authorized person

Name:

Seal

*[Signature]*  
**Administrative Office:  
Mahila Vikas Samabaya Nigam  
Bhubaneswar.**

**Annexure-D**

**DECLARATION**

1. I, \_\_\_\_\_, Son/Daughter/Wife of Shri \_\_\_\_\_  
Proprietor/Partner/Director/authorized signatory of M/S \_\_\_\_\_ and  
competent to sign this declaration and execute this tender document.
2. I/ any member of the agency or organization is not blacklisted by any  
Government/Public Undertaking.
3. I have carefully read and understood all the terms and conditions of the  
tender and undertake to abide by them.
4. 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.

I/We hereby declare that I/We have not been penalized/ blacklisted by any  
Government Department or undertaking.

Place: Bhubaneswar

Date : 27-2-24

Signature of Tenderer/Authorized person

Full Name:

Seal:

Administrative Officer  
Ashita Vikas Samaboya Nigam  
Bhubaneswar.

### Samples for articles under Home Visit and Counselling Kit

**Bag**

Cotton/Jute Bag with inner pouch with chain.

Size: 30 C.M Height x 37 C.M. Length x Wide: 10.00CM

One side printing of Logo as per sample design attached herewith.



Draft design for printing on the bag.

**5** | TRANSPARENCY  
TECHNOLOGY  
TEAMWORK  
TIME  
TRANSFORMATION



ମହିଳା ଓ ଶିଶୁ ବିକାଶ ବିଭାଗ,  
ଓଡ଼ିଶା ସରକାର