

**ODISHA TOURISM DEVELOPMENT CORPORATION LIMITED  
(A Government of Odisha Undertaking)**

**Panthanivas (Old Block), Lewis Road, Bhubaneswar-751014**

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**TENDER CALL NOTICE**

1. Sealed tenders are invited from the original equipment manufacturer (OEM) or their authorized agent/ dealer for supply of 251 nos. life jackets to OTDC Panthanivas Barkul, Panthanivas Ramba and Yatrivas Satapada.

<b>SI No.</b>	<b>Name of the item</b>	<b>Approximate Quantity</b>
1	Supply of Life jacket-IRS/SOLAS approved, Inner foam, Soft Poly-Ethylene Foam Material, Solas Grade 31504 reflective tape. Colour- Orange, signaling whistle and light.	251 Nos.

2. The tender document with detail technical specifications, eligibility criteria, terms and conditions etc may be seen from the Odisha Tourism website [www.odishatourism.gov.in](http://www.odishatourism.gov.in).

**Sd/-  
Managing Director  
OTDC LTD, Bhubaneswar**



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**Terms and Conditions for Supply of Life Jackets to OTDC.**

- 1) The bidder/supplier should either be an Original Equipment Manufacturer (OEM) or their agent /dealers authorized to sell, supply and service their products. The latest authenticated documentary proof of this shall be submitted. The proof submitted earlier in some other context shall not be treated as valid and sufficient.
- 2) Bids submitted other than the manner prescribed in the tender document shall be rejected.
- 3) The Tender Calling Authority has right to accept or reject the tender(s) without assigning any reason thereof. The bidder should drop the sealed tenderpacket in the "Tender Box" available in the office of the undersigned by the stipulated date and time at his own risk and responsibilities.
- 4) Last date and time for receipt of tender document Dt. 11.11.2022, 3.00 P.M.
- 5) Date and time for opening of tenders/Technical Bids Dt. 11.11.2022, 04.00 PM. onward.
- 6) The bidders are required to depute their representatives to remain present during opening of Tender/ Technical Bid as per dates mentioned above.
- 7) The tenders received after the stipulated date shall not be taken in to consideration and liable for rejection.
- 8) The tender calling authority has the right to cancel or alter quantity of any of above item without assigning any reason thereof.
- 9) The tender document may be obtained by depositing Rs. 4,000/- (Rupees four thousand) only + GST as applicable between 11.00 A.M to 5.00 P.M on each working days from the date of publication till 10.11.2022 from the office of the undersigned at the address given below. The cost of tender paper is Non-Refundable.  
Address:-  
OTDC Head Office (Marketing Division),  
Panthanivas (Old Block),  
Lewis Road, Bhubaneswar, Odisha 751014.
- 10) All the information as called for in the tender document should be submitted truly, clearly, legibly, transparently, unambiguously and without the use of abbreviations. It shall be submitted in English.
- 11) All the crucial figures, like, rates and amount should written in figures followed by words in a bracket.



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- 12) There shall be no over writing in the tender document and other papers submitted.
- 13) The tenders (also call bids) not submitted in prescribed format or in the prescribed manner, shall be rejected at the risk and responsibility of the bidder.
- 14) All the rates and amounts shall be quoted in Indian Rupees (IR) and shall be presumed to be in Indian Rupees unless specifically permitted to be quoted otherwise in these tender documents.
- 15) The rates quoted shall be valid for a period of one year counted from last date of receipt of bids/ tenders.
- 16) Each page of this tender document should be signed by the bidder with seal in token of having read, understood and accepted the terms and conditions of this contract.
- 17) "Legal Status" of a bidder shall mean either proprietorship or partnership of private/Public limited Company or otherwise (to be specified) as the case may be.
- 18) All the documents and papers submitted with the bid should either be in English or in Oriya and shall be authenticated under the seal and signature of the bidder unless specified otherwise in this tender document. If the documents are in any other language, a true translation in English, duly certified by an independent person of repute, shall be submitted.
- 19) All the information submitted or supplied in the formats in this tender document shall be presumed to be true to the best of knowledge of the bidder.
- 20) No firm/Company without valid Value **GST Registration number** and PAN shall be eligible for submitting bids. Firms blacklisted shall also not be eligible for participating in the bid.
- 21) Copy of Valid Registration Certificate issued by competent Authorities under the **GST Act** and copy of PAN shall be enclosed to the Tender document. In no case other certificates issued by authorities in lieu of such certificates shall be accepted.
- 22) Copies of income Tax return and Annual VAT and CST returns of previous year along with copies of Audited Balance Sheets, P/L a/c and trading a/c of previous year where ever applicable need also be enclosed to the Tender document by the Original Equipment Manufacturer / Authorized Agent of OEM.



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- 23) At the time of opening of Tender/Financial bid the bidder will have to satisfy the competent authority that he is not only authorized as per his Registration Certificates to deal in the tendered item but he has also a running business in such items and he has the ability to supply the tendered quantity in prescribed time limit and to meet the warrantee conditions of the product.
- 24) This tender document has prescribed a two bid format for submitting the offers. It contains the "TECHNICAL" and 'FINANCIAL' bid formats. Both the bids shall be submitted in separate sealed cover identified as 'TEHCNICAL' or 'FINANCIAL' bid after detaching their formats from this tender document. Both the sealed covers, the remaining part of this tender document and all the other papers/documents should be put inside a bigger sealed cover and shall be delivered as per conditions published in the tender call notice. All the sealed covers shall have boldly written with the name of the supplier/bidder, the tender call notice number and the last date for submission.
- 25) The tenders or the bids can be sent by Regd. Post or courier as well. However, the authorities shall not be responsible for the postal and other delays in receipt of bids. The Tenders/ Bids can also be dropped in the sealed "Tender Box" kept in the office of the Tender Calling Authority.
- 26) If the last date for submission of the tender/bid turns out to be a holiday, it will automatically be extended to next working day.
- 27) A bid submitted cannot be withdrawn. The bidder or his authorized representative (one person only) will be allowed to be present at the time of opening of tenders. They will not participate in the discussions. Clarifications sought, if any, may be provided by them.
- 28) All or any of the tenders (or bid) submitted can be rejected without assigning any reason thereof. No claim, whatsoever, shall be admissible for; the alleged loss/damage suffered by the bidders on account of such rejections.
- 29) This means that the prices shall include the cost of delivery at our locations (OTDC Panthanivas Barkul, Panthanivas Ramba and Yatrinivas Satapada)
- 30) The authorities are not bound to accept the lowest Financial Bid.
- 31) The order for supply may be placed on the successful bidders but the technical specifications (or quality requirements) for the purpose of supply shall be those, which were offered and accepted by the Technical Committee and not those specified in the tender document.



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- 32) On delivery, the supplies or products shall be inspected to verify the quantity and to see whether those are in accordance with the technical specifications (or quality requirements) for which the order was placed. If it turns out to be otherwise the acceptance of delivery shall be refused at the risk and responsibility of the supplier. Further, the articles found damaged shall not be counted as accepted until repaired or replaced to the satisfaction of the authority.
- 33) Short deliveries may not be accepted. All the items ordered must be supplied in full for claiming even the part payment.
- 34) All the transit risks shall be the responsibility of the supplier.
- 35) User manuals of the product shall be supplied without being asked for or even if it is not mentioned in the supply order. Moreover, it should be in English.
- 36) Failure to supply the order in full within the stipulated period or supply of substandard goods may lead to blacklisting of the suppliers.
- 37) The supplier shall give a "Performance Warranty" for a minimum period mentioned in the special condition or one year of the contract.
- 38) Terms and conditions of this tender document cannot be negotiated for variation without obtaining the prior approval of the competent authority.
- 39) All the clarifications sought from the bidders/suppliers on technical specifications of the products or otherwise shall be promptly submitted in a transparent and unambiguous manner.
- 40) Entire tender document duly filled in shall be treated as part of the contract agreement for supplies in case of the successful bidders.
- 41) All the disputes shall be subject to jurisdiction of Civil Courts situated at Bhubaneswar.
- 42) The bidder shall submit all required documents along with tender. Under no circumstances a bidder would be allowed to make any addition/ alteration if any, related to tender or to submit required documents after receipt of the tender by the tender calling authority.

**Seal and Signature of Bidder**

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**TECHNICAL BID**

SL.NO.	NAME OF THE ITEMS.	WHETHER OFFERED PRODUCTS FULFILL THE DETAILED TECHNICAL SPECIFICATIONS KINDLY ANSWER YES OR NO ONLY.	OFFERED SPECIFICATIONS AND DETAILS OF VARIATIONS IF ANY.
1	2	3	4

**Seal and Signature of Bidder**



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**FINANCIAL BID**

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**NAME OF THE ITEMS..... PER UNIT IN INDIAN RUPEES**

1. Price including all the duties & levies :
2. Basic Unit Price :
3. IGST @ - % - :
4. CGST @ - % - :
5. OGST @ - % - :
6. Other Charges (To be specified)
7. Total Unit price of the Item :
8. Total amount payable for supply of  
entire quantity of the item mentioned  
in the tender document. :
9. Name of the Original Manufacturers and  
the brand name or trademark of the item :

**Seal and Signature of Bidder**

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**GENERAL BID FORM  
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1. Name, Full Address, Fax No.  
Telephone No. & E-Mail of the firm. :
2. Legal status of the firm :
3. Items for which you have submitted  
the Bid :
4. For which of the items above you are the  
ORIGINAL EQUIPMENT MANUFACTURER  
(OEM) :
5. Give the location and Address of your  
Factory. :
6. For the items listed at (3) above and  
where you have submitted the bid but  
You are not the O.E.M. indicate against  
each the names of the O.E.M :
7. Kindly confirm by writing 'yes' or 'no' only  
that you have been authorized by the respective  
O.E.Ms either as dealer or as  
Sale, supply and servicing agent in respect  
of the items you are not the (OEM) :
8. Which of the items, you have submitted  
the bids for, will be fully or substantially  
imported. Indicate the country to be  
Imported from. :
9. Have you enclosed all the documents  
and papers called for in this tender  
document? Kindly enclose a list (use  
a separate sheet of paper) :
10. If the answer to (10) above is 'No' which  
is the documents/document have not been  
enclosed.(Kindly enclose a list of such  
documents/papers).Use a separate sheet  
of paper if necessary. :
11. Do you have a post sales servicing,  
center in Odisha? If yes, give its name,  
full address, Fax and Telephone numbers.

**Seal and Signature of Bidder**