



OFFICE OF THE ROURKELA MUNICIPAL CORPORATION

Udit Nagar, Rourkela Dist. -Sundargarh (Odisha) Pin-769012

Website: www.rmc.nic.in EmailId: rourkelamunicipality@gmail.com

No. 7873

Date: 19.06.2025

Tender Call Notice

The Municipal Commissioner on behalf of Rourkela Municipal Corporation invites sealed applications in conformation with detailed Tender call notice from the reputed firms /Agencies for "**Supply of Benches for UP Schools**".

For detail technical specifications along with Terms & Conditions etc. may be seen from the Websites of www.rmc.nic.in

Sd/-

Commissioner

Rourkela Municipal Corporation

Date: 19.06.2025

Memo No. 7874

Copy to Notice Board of RMC for wide publicity of advertisement through office notice board and MIS, RMC is directed for uploading of the tender document in the RMC website and Tender Odisha website.

Sd/-

Commissioner

Rourkela Municipal Corporation

Date: 19.06.2025

Memo No: 7875

Copy to Director, I&PR Dept., Govt. of Odisha, Bhubaneswar for information with a request to publish the copy of above mentioned notice in two highly circulated Odia daily newspaper on date 20.06.2025.

Sd/-

Commissioner

Rourkela Municipal Corporation



Tender Call Notice No. 7873

Date: 19.06.2025

Rourkela Municipal Corporation

Uditnagar, Rourkela, Dist.- Sundargarh (Odisha), PIN-769012

Email ID: rourkelamunicipality@gmail.com

Website: www.rmc.nic.in

TENDER

**STANDARD TERMS & CONDITIONS OF TENDER DOCUMENTS
FOR "Supply of Benches for UP Schools".**

INVITATION FOR BID

Rourkela Municipal Corporation, Rourkela invites sealed Bids for **“Supply of Benches for UP Schools”**.

1. Bidding Schedule:

1	Bid Document Publish Date	20.06.2025
2	Bid Document Download Start Date	20.06.2025
3	Closing date and time for receipt of Techno Financial Bid	04.07.2025 by 01.00 PM
4	Date and Time of Opening of Technical Bid	04.07.2025 at 04.30 PM
5	Date and Time of Opening of Financial Bid	To be informed
7	Place of receipt of Bid & Opening of Bid	The Commissioner, Rourkela Municipal Corporation Uditnagar, Rourkela, PIN-769012

2. Bidder may download the Bidding Document from the website of www.rmc.nic.in and submit its Bid by utilizing the downloaded document, along with the required non-refundable fee to words Tender paper cost of Rs. 11,800/- (Including of GST) in shape of DD drawn in favour of “The Commissioner, Rourkela Municipal Corporation, Rourkela” in any scheduled/ Nationalized bank payable at Rourkela. The bid documents in sealed cover may be sent through Speed Post/ Regd. Post /Courier/ or by hand in the office address of the undersigned within the scheduled date i.e. 04.07.2025 by 01.00 PM. The undersigned shall not be responsible for loss & delay of bid documents. Any bid received after scheduled date and time is liable to be rejected.
3. In the event of any of the above-mentioned dates being declared as a holiday / closed day the Bids will be received/ opened on the next working day at the appointed time.
4. For Queries and Clarifications, send email to: rourkelamunicipality@gmail.com only.
5. The Authority of RMC reserves the right, without any obligation or liability, to accept or reject any or all proposals at any stage of the process or to cancel or modify the process without assigning any reason whatsoever. Any changes in the tender document, addendum and corrigendum or schedule of the tender shall be reflected in the website of RMC (www.rmc.nic.in). No extension of any deadline will be granted on the basis of grounds that RMC have not responded to any question or not provided any clarification.

Sd/-
Commissioner
Rourkela Municipal Corporation

TERMS & CONDITIONS

Commissioner, Rourkela Municipal Corporation invites tender for **"Supply of Benches for UP Schools"** as set forth in the "Schedule of Requirements".

1. The Tender Enquiry shall be submitted in **two separately sealed envelopes (A- Technical and B- Financial Bid)** with a covered envelop super scribed on the top left corner of the envelopes as **"Supply of Benches for UP Schools"** and addressed to the Commissioner, Rourkela Municipal Corporation, Uditnagar, Rourkela, Dist.-Sundargarh (Odisha), PIN-769012.
2. The bidder has to submit Earnest Money Deposit (EMD) amounting to Rs. 1,00,000/- (Rupees One Lakh Only) in the form of Demand Draft in favor of Commissioner, Rourkela Municipal Corporation, Rourkela. The EMD received from the tenderers will be returned completion of the awarded work. The bids received without EMD shall not be considered for technical evaluation.
3. **The Financial Bid** form shall be submitted in **Envelope-'B'**
4. Both the Envelopes should be clearly marked as **Envelope A & Envelope B** With the words **"Supply of Benches for UP schools"** super scribed on the top left corner of the envelopes which should also show the name and address of the bidder.
5. RMC can place extra order as and when required.
6. List of Schools are attached in Annexure-B.
7. The bidder should have supplied the above said material to any School/ College/ institution.
8. The company should be ISO Certified. The bidder has to furnish the ISO Certificate copy.
9. After opening of the financial bid, the bidder has to show a sample of the item to be provided. Work Order will be issued after finalization of the sample.

A. Payment Terms

1. Payment: The payment will be made after completion of the awarded work. The agency is required to submit the taxable Bill/Invoice after completion of the work. The payment to be made within 15 days from the date of receipt of the Bill/Invoice.
2. GST: Extra as applicable on the total value (It may be changed as per Govt. notification from time to time).
3. Deduction of applicable taxes will be made including TDS & Certificate will be issued by Accounts Department of RMC for such deductions.

B. Work to the Satisfaction of RMC

The contractor shall execute the work efficiently and complete it in all respects in accordance with the contract terms and conditions and shall comply with and adhere strictly to the instructions and directions on any matter in accordance to the terms of the contract.

C. Indemnity

The contractor shall indemnify RMC against any claim, order and demand, made by competent authority & in case RMC asked to comply such order/ direction, RMC shall be entitled to recover / adjust the said amount from the dues of the contractors.

D. Rate Validity

The Price will be valid for a period of Two-year.

E. Jurisdiction and Right to Amend Rule:

1. The Bidder should furnish all the information as required in the Technical Bid form.

2. Rourkela Municipal Corporation will have the right to forfeit Performance Security, if the terms and conditions of the Tender are not adhered to by the supplier.
3. In case any dispute arises in regard to the tender, the decision of the Commissioner, Rourkela Municipal Corporation will be final and binding.
4. In case of litigation, the courts at Rourkela only will have jurisdiction for deciding case according to the relevant Indian laws in force.
5. The technical bid of the bidders will be opened first and the financial bid will be opened only of the bidders whose technical bid is accepted / qualified.
6. The tenderer/authorized person(s) should sign on each page of the bid document as a token of authenticity of the same.
7. Tender (s) received after due date & time shall not be accepted and Rourkela Municipal Corporation shall not be responsible for delay in postal delivery or any other reasons.
8. **Language of Bid: The Bid, as well as all correspondence and documents relating to the Bid exchanged by the Bidder and the RMC, shall be in English including Previous work orders, Contract agreement copy, Assignment completion certificate etc.**
9. Conditional tenders will not be accepted.

I have read and understood all the terms & conditions of the Tender Enquiry and hereby undertake to abide by the same.

Date:
Place:

Authorized Signatory
Name _____

Designation_____

NOTE: The Technical bid is required to be submitted in a separate sealed cover scripted as Envelope 'A' (along with Annexure-I, II, III, IV & V).

Submission of Technical Bid & Documents to Accompany the Bid:

The intending Bidders are required to submit the technical Bid in the prescribed format as in tender specification and also submit copy of the following documents, along with the Technical Bid, failing which their bids shall be summarily /out rightly rejected and will not be considered for further revaluation:

- I. Cost of tender paper in shape of demand draft/pay order only.
- II. EMD amount in shape of Bank Draft or Bank Guarantee
- III. Attested copy of registration certificate of Agency/Firm/Company.
- IV. Attested copy of PAN/GIR Card.
- V. Attested copy GST registration Certificate
- VI. Certified documents in support of financial turnover of the agency.
- VII. ISO Certificate of the company
- VIII. Authorization of the Brand.
- IX. Copy of tender document with each page duly signed by the authorized signatory of the bidder/agency in token of their acceptance.

Opening of Bids.

- i. The part-I shall be opened on the date and time fixed by the RMC. Bids will be opened in presence of the Tenderers or their authorized representatives who wish to attend [limited to one person only] on the due date of opening of tender.
- ii. The price bids of the technically and otherwise acceptable bids shall only be evaluated. It should be distinctly understood that the part-II of the bid shall contain only details/documents relating to price. Inclusion of any of the documents/ information etc. shall render the bid liable for rejection.
- iii. In the event of discrepancy or arithmetical error in the schedule of price, the decision of the Management shall be final and binding on the Tenderer.
- iv. For evaluation the price mentioned in words shall be taken if there is any difference in figure and words in the price bid.

Management's Right to Reject Bids:

The Management reserves the right to reject any or all the tenders without assigning any reasons whatsoever.

TECHNICAL BID FORM

(TO BE SUBMITTED SEPARATELY IN ENVELOPE - 'A')

TECHNICAL BID

TENDER SPECIFICATION **NO.**

1. Name of the Bidder :

2. Details of Earnest Money Deposit : DD No. _____ Date _____

Of Rs. _____ drawn on

Bank _____

3. Full Address of Registered Office of the Bidder: _____

5. Telephone No.:

FAX No.: _____

E-Mail Address: _____

4. Full address of
Operating

/Branch Office of the Bidder: _____

Telephone No.: _____

FAX No.: _____

E-Mail Address: _____

6. PAN/GIR No.: _____

(Enclose attested copy)

7. GST Registration No.:_____ (Enclose attested copy)
8. Average annual turnover of the Bidder for the last three consecutive Financial Years should not be less than 50 Lakhs and the documents for the same may be attached with the bid.
9. The bidder should have similar type of experience.
10. Additional information, if any:
(Attach separate sheet if space provided is insufficient)

FINANCIAL BID FORM**(To be submitted separately in Envelope-"B")**

Name of Firm/Agency: _____

Name of the Proprietor/Partner: _____

Address of the firm: _____

Sl. No	Item	Brand	Specification	Units	Rate per Unit (Excluding GST)
1	School Bench	Nilkamal, Supreme, Godrej or equivalent.	Attached in Annexure-A	700	

Date: Signature of the Bidder:**Place:****Name:****Designation:**

1. Price bids in any other format other than the prescribed one will not be considered for evaluation.
2. The quantity may increase or decrease as per requirement & Work order may be issued part wise.

Annexure-III

UNDERTAKINGBYTHEAGENCY

I, _____, on behalf of _____ (Name of the firm/agency) hereby declare that there is no legal suit / criminal case pending or contemplated or legal notice having been served to this effect against the Proprietor of the Agency or any of its Directors (in case of Pvt. Ltd. Company) on grounds of moral turpitude or for violation of any of the laws in force and company is not black Listed by any Government Organization. I, _____, on behalf of _____ (Name of the firm/agency) hereby declare that our organization or the staff to be provided has no business or direct family relationship with member(s) of RMC's and/or RMC employees or persons positioned in or on the Board of these two organizations by whatever process. I, _____, on behalf of _____ (Name of the firm/agency) hereby undertake that all relevant statutory Requirements will be complied with. I, _____, on behalf of _____ (Name of the firm/agency) understand that if the above declaration is found incorrect, the present engagement would be terminated and _____ (name of the firm/agency) would be debarred from any further engagement by RMC ever.

Date:
Place:

Signature of the Bidder
Name _____
Designation _____

DECLARATION

1. I,.....Son/Daughter/Wife of
Shri.....Proprietor/Director/authorized signatory of
the Agency mentioned above, is competent to sign this declaration and
execute this tender document;
2. I have carefully read and understood all the terms and conditions of the
tender and undertake to abide by them. We are not involved in any major
litigation that may have impact of affecting or compromising the delivery of
the services as required under this tender.
3. The information/documents furnished along with the above 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.

Date:
Place:

Signature of the Bidder

Name _____

Designation _____

Annexure-V

EXPERIENCE OF SIMILAR WORKS

Name of Bidder:

Sl. No	Name of Client with address and contact number	Date of Award of assignment	Date of completion of assignment(for both completed and ongoing project)	Total cost of work (in INR Cr.)
(1)	(2)	(3)	(4)	(5)

Date:

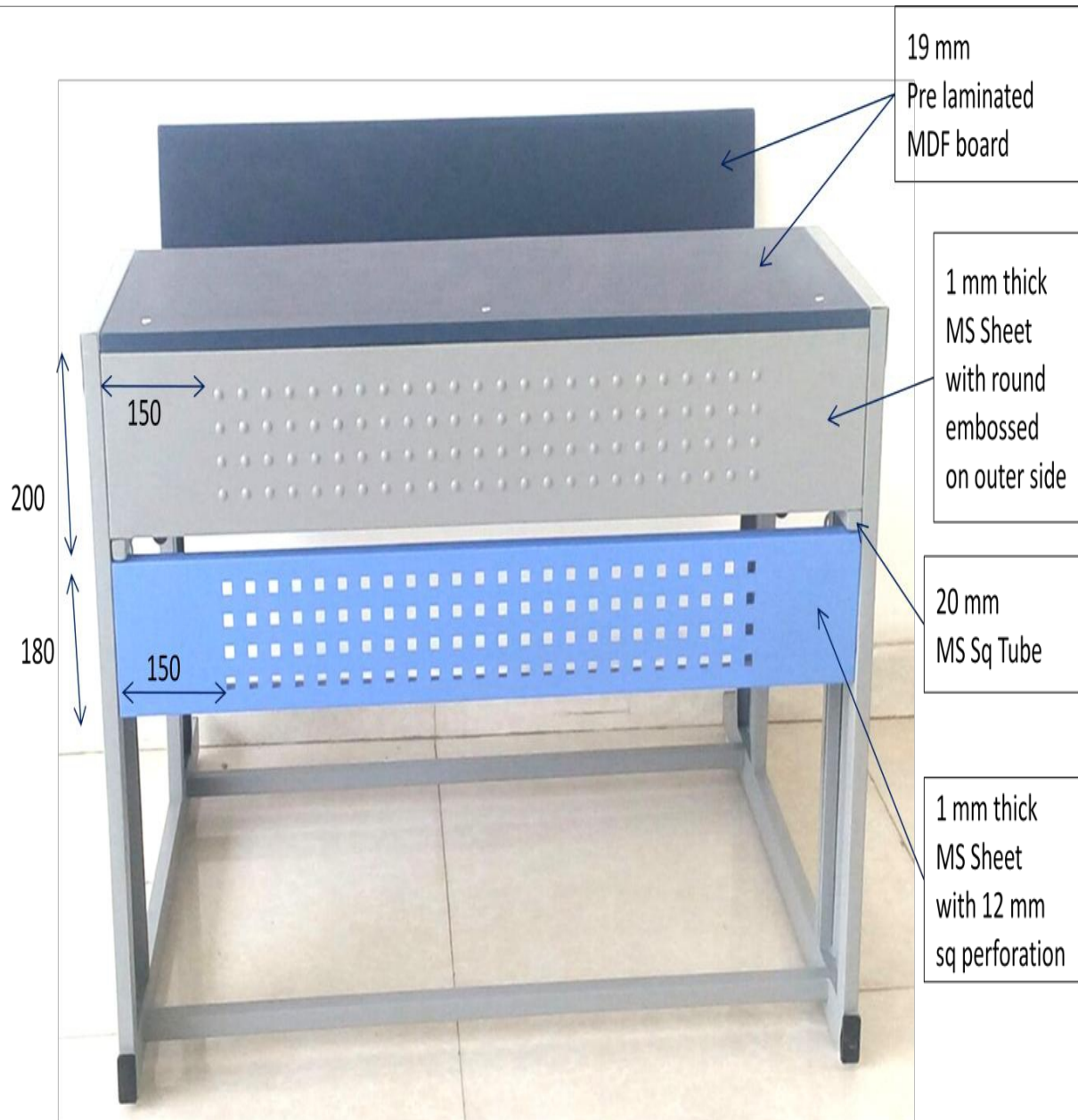
Place:

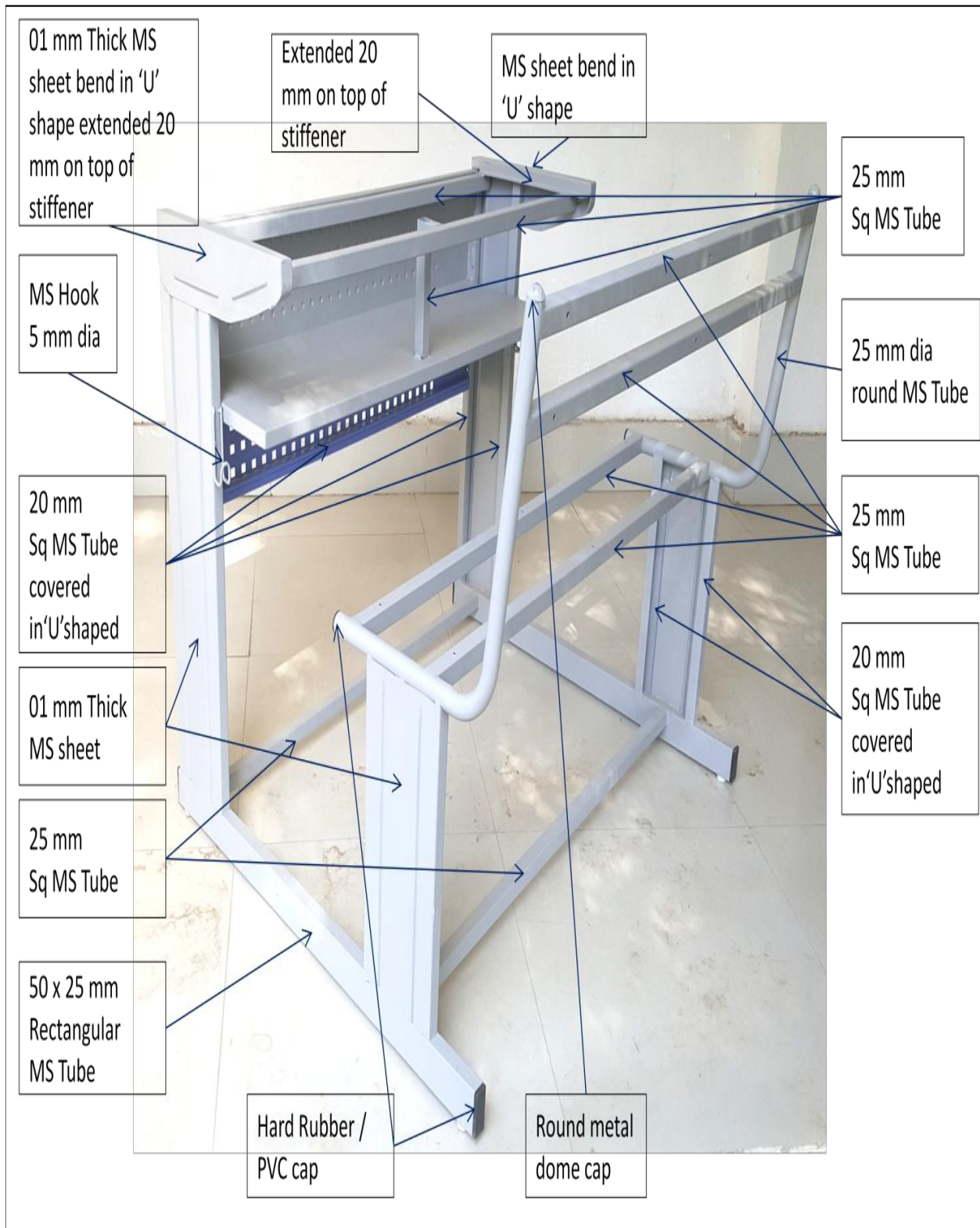
Signature of the Bidder:

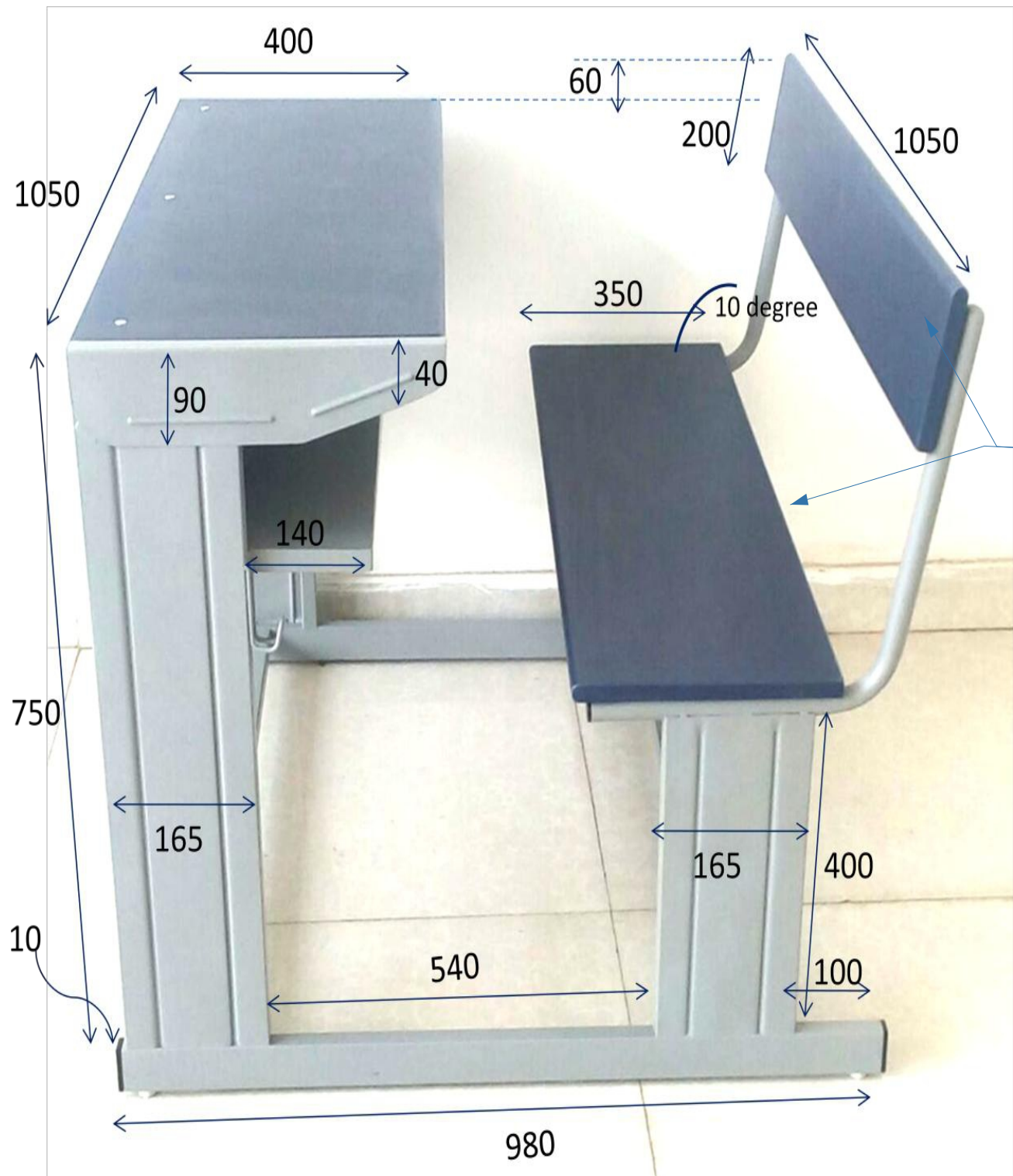
Name:

Designation:

ANNEXURE-A







- Shape & size are as shown in the drawing.
- All MS pipe shall be used of having wall thickness 1.6 mm.
- All MS sheet shall be used of having thickness 1 mm nominal.
- 02 Nos. rectangular MS pipe of size 50 mm x 25mm shall be used as base for desk with seat. The same has been connected with 02 Nos. bottom stiffeners of size 25 mm x 25 mm (These stiffeners are to be fixed one no at the base of each seat & each desk). The base rectangular pipe is to be closed with PVC/ hard rubber CAP on both side as shown in the drawing.
- 04 Nos. of MS tube of size 20 mm x 20 mm to be fixed vertically in each seats & each desk. The same shall be outwardly covered with MS sheet of 1 mm thick as side frame in U type bend over the MS tube as shown in the drawing.
- 02 Nos. of round MS tube of size 25 mm dia shall be welded on top of the seat legs with approx 10 degree bend as shown in the drawing. The top ends of the pipe to be closed with dome shaped metal cap, the other end to be closed with PVC/ hard rubber cap.
- 04 Nos. of stiffener of size 25 mm x 25 mm MS sq pipe to be provided at the seat and back rest as shown in drawing.
- 02 Nos. of stiffeners of size 25 mm x 25 mm MS sq pipe shall be fixed at the desk, and 01 No support vertically of size 25 mm x 25 mm sq tube to be fixed between the center of the tray and the stiffener as shown in the drawing.
- The top front panel cum tray shall be of MS sheet supported on 02 Nos. of side stiffeners of 20 mm x 20 mm MS Sq tube in the full width of the tray. The front face & both side of the tray shall be bending inward in U shape. The front profiling of the top front panel shall be as shown in the drawing.
- The bottom front panel shall be made out of MS sheet with square perforation as shown on drawing. 01 No of MS tube of size 20 mm x 20 mm is to be inserted for full length at the bottom of the perforated panel as shown in the drawing.
- The top side cladding / panel of the desk shall be made out of MS sheet welded to the side frame. The top end shall be bend in U shaped & extended to 20 mm on the to the 02 Nos. of top stiffener in each side of the desk for fixing of the top MDF board of the desk as shown in the drawing.
- The top board of desk rest shall be made out with 18 mm thick both side pre-laminated MDF board grade I & exterior quality.
- The desk top shall be fitted with MS sunken bolt 03 Nos. size M6 x 35 mm length zinc plated fitted from top side on the front side stiffener and 03 Nos. of MS zinc plated screw self tapping size 4 mm dia x 38 mm length from bottom side fitted to the back side stiffener.
- 04 Nos. PVC/ hard rubber shoe (heavy duty) of approved quality shall be provided in bottom of the base frame.
- All the steel members shall be powder coated not less than 70 micron. The shade shall be as approved by user.
- All joints / welding / fixing & shall be done in accordance with standard workmanship and specification.
- Rest all as shown on drawing and as directed or as approved.

ANNEXURE- B

Sl. No.	Name of the Schools
1	Gandhi Mahavidyalaya sector 19
2	Madhusudan Bal Vidyalaya Govt. Primary School
3	Adivasi Harizan Govt. Primary
4	Pahadpur Up school, Sector 6
5	Basanti Vidyapitha Govt. Primary School

All Schools are under RMC Area.