



OFFICE OF THE ROURKELA MUNICIPAL CORPORATION

Uditnagar, Rourkela, Sundargarh, Pin-769012

Tele. – 0661 – 2500388, e-mail ID:

rourkelamunicipality@gmail.com

No 1325

Date 30-01-26

TENDER CALL NOTICE

Sealed Tenders are invited from intending Supplier/Firm/Agency/Stockiest for supply of sanitary items to Rourkela Municipal Corporation. The rates will be valid for one year and procurement will be made in phased manner during the year from time to time as per the requirement.

The details of the tender papers/Technical specifications along with term and conditions etc. may be seen from the Website of Rourkela Municipal Corporation i.e. www.rmc.nic.in.

The tender papers to be sent through Speed Post/Registered post/Courier or may be deposited in Tender Box in the Address of **Municipal Commissioner, Rourkela Municipal Corporation, Udit Nagar, Rourkela, pin-769012**, so that it shall be received by this office on or before 1.00 PM on 11-02-2026. THE TENDERS RECEIVED BEYOND THE PRESCRIBED TIME AND DATE SHALL BE SUMMARILY REJECTED. The tender will be opened in RMC on the same day at 4.00 PM in presence of the bidder or their authorized representatives who ever is present. The undersigned reserves the right to accept or reject any of quotations or negotiate with more than one agency without assigning any reason thereof.


Commissioner

Rourkela Municipal Corporation

Memo No. 1326 Date. 30-1-26

Copy to Office Notice Board, Rourkela Municipal Corporation/MIS for wide publish.


Commissioner

Rourkela Municipal Corporation

Memo No. 1327 Date. 30-01-26

Copy to Director, I&PR, Govt of Odisha, Bhubaneswar for information and request to publish the copy of above mentioned notice in one Odiya daily Newspapers in local edition on dt. 02-02-2026 The font size should be 8 points and rate should be as per I &PR.


Commissioner

Rourkela Municipal Corporation

TENDER DOCUMENT

Award of contract for Supply of various sanitary items to RMC for management of Sanitation Works.

Last Date and time for submission of tender document	Upto <u>1.00</u> PM on <u>11-02-2026</u>
Date and time for opening of Tender document	At <u>4.00</u> PM on <u>11-02-2026</u>

Content of Tender Document

Sl No	Description of contents	
01	Tender Notice	
02	Scope of Work and	ANNEXURE-I
03	Eligibility Criteria	ANNEXURE-II
04	Technical Bid	ANNEXURE-III
05	Financial Bid	ANNEXURE-IV
06	Tender Acceptance Letter	ANNEXURE-V

SCOPE OF WORK

Tender for "Supply of Sanitary Items to Rourkela Municipal Corporation for Sanitation Works"

1. The Bidder should have valid PAN Number and GST Number.
2. Each Bidder shall submit only one Quotation as per the enclosed Bid Format in Annexure-II.
3. The Bidders are required to submit paper cost of Rs.7,080/-(non-refundable) in shape of Demand Draft separately in favor of the "**Commissioner, Rourkela Municipal Corporation, Rourkela**". Payable at Rourkela. Bid submitted without paper Cost shall not be accepted.
4. **EMD of Rs.50,000/-** (Rupees fifty thousand) only must be submitted along with the bid in shape of DD from any nationalized/scheduled bank in favor of Municipal Commissioner, Rourkela Municipal Corporation payable at Rourkela.
5. The quoted rate should be inclusive of all taxes.
6. Conditional bids will not be accepted and will be rejected.
7. On the Envelope, it is required to write **Tender for "Supply of Sanitary Items to Rourkela Municipal Corporation for Sanitation work"**.
8. The payment will be made to the bidder subject to deduction of tax as per the Government Rule from time to time.
9. Warranty: Not Less than 24 months on-site replacement warranty from the date of supply against any manufacturing defects.
10. Replacement under warranty clause shall be made by the vendor free on all charges at site including cost of work and other incidental charges.
11. Time Limit : The items should be delivered within 07 days from the date of issue of the purchase order.
12. Payment: 100% payment shall be made within 15 days on the purchase order after completion of successful delivery and on submission of Bills/Vouchers.
13. The accepting authority reserve absolute right to reject any Quotation in full or in part or all quotation received; if no party is found suitable as per the requirement.
14. The authority reserves the right to accept any Quotation, and to cancel/abort the tender process and reject all tenders at any time prior to award or contract, without thereby incurring any liability to the Bidder, or any obligation to inform the affected agency without assigning any reason thereof.
15. Incomplete offers will not be considered and will be rejected.
16. Under no circumstances shall the successful firm appoint any sub-contractor or sub-lease the contract.
17. In case the contractor fails to cope with the workload or does not supply quality goods or dishonors the contract in any way the contract awarded shall be liable for outright cancellations/terminations summarily, without assigning any reason thereof and the security deposit and payment due to the firm, if any, shall also be forfeited.
18. The Earnest Money shall be refunded to the unsuccessful bidder.
19. If it is found that the tenderer has violated these conditions, the contract will be terminated forthwith without any notice.

Commissioner
Rourkela Municipal Corporation

ANNEXURE-II

ELIGIBILITY CRITERIA

The Tenderers shall furnish the following documents attached with tender papers for technical bid failing which the tender will be rejected summarily.

1. Cost of Tender Paper i.e. Rs7,080/-in shape of DD
2. EMD of Rs.50,000/- (Rupees fifty thousand) only must be submitted along with the bid in shape of DD from any nationalized/scheduled bank in favor of Municipal Commissioner, Rourkela Municipal Corporation payable at Rourkela.
3. Should have valid trade license.
4. Self-attested copy of PAN Card.
5. Attested copy of latest IT return by the Agency.
6. Attested copy of GST Registration Certificate.

ANNEXURE-III

TECHNICAL BID

PROFORMA FOR SUBMISSION OF TECHNICAL BID FOR SUPPLY OF VARIOUS SANITARY ITEMS TO RMC for MANAGEMENT OF SANITATION WORKS.

SL NO	Description	
1	Name & Address of the firm/Agency and E-Mail address	
2	Details of EMD	DD No _____ Date _____ of RS <u>50,000 . w</u> drawn on Bank _____
3	Tender Paper cost in the Name of Commissioner, Rourkela Municipal Corporation from any nationalized Bank.	DD No _____ Date _____ of RS <u>7080 . w</u> drawn on Bank _____
4	Updated ITR	
5	GST Number	
6	PAN No	
7	Trade License	
8	Self -Declaration stating that the firm has not been black listed from any Govt/Ministry/PSU organization.	

Note:- All Documentary proofs to be enclosed for above items.

Name and Signature of the Tenderer with the Seal

FINANCIAL BID - ANNEXURE-IV

TENDER SCHEDULE FOR SANITARY ARTICLES OF ROURKELA MUNICIPAL CORPORATION, ROURKELA

Tender Call Notice No.

Date:

Sl No	Specification of Item	Unit	Rate In Figure	Rate in Words	Remarks
1	Phouda (TATA)	1pcs			
2	Belcha (TATA)	1pcs			
3	Scraper with handle	1pcs			
4	Gainty (IS 273 standard)	1pcs			
5	Crow Bar (28 mm) (around 1 inch)	1pcs			
6	Iron Khanda (Grass cutting) two point fixing	1pcs			
7	Broom Stick	1pcs			
8	Kanta Phouda Four nail	1pcs			
9	Bamboo Basket	1pcs			
10	Wooden Handle for gainty	1pcs			
11	G.I. Bucket (12' size)	1pcs			
12	Wooden Handle for phouda	1pcs			
13	Bamboo stick	1pcs			
14	Belcha handle	1pcs			
15	Lime dust 10 kg pkt	1pkt			
16	Tarpaulin for sanitary vehicle-size 12'x9'(120 GSM)	1pcs			

17	Tarpaulin for sanitary vehicle-size 12'x9'(150 GSM)	1 pcs			
18	Tarpaulin for sanitary vehicle-size 12'x9'(200 GSM)	1 pcs			
19	Tarpaulin for sanitary vehicle-size 15'x12'(120 GSM)	1 pcs			
20	Tarpaulin for sanitary vehicle-size 15'x12'(150 GSM)	1 pcs			
21	Tarpaulin for sanitary vehicle-size 15'x12'(200 GSM)	1 pcs			
22	Tarpaulin for sanitary vehicle-size 18'x12'(120 GSM)	1 pcs			
23	Tarpaulin (best quality)for sanitary vehicle-size 18'x12'(150 GSM)	1 pcs			
24	Tarpaulin for sanitary vehicle-size 18'x12'(200 GSM)	1 pcs			
25	Panjha	1 pcs			
26	Hand Gloves(small)	1 pair			
27	Hand Gloves(big)	1 pair			
28	Safy Helmet with RMC logo	1 pcs			
29	Gun Boot	1 pcs			
30	Long Pochha	1 pcs			
31	Wiper	1 pcs			
32	Bleaching Powder- 25 kg per pkt	1pkt			
33	Safety Jacket with RMC logo	1 pcs			
34	Cotton mask two layer	1 pcs			
35	Light Weight Boot for sanitary worker	1 pcs			

36	Black Phenyl- 5ltr in 1 bottle	1 pcs		
37	White Phenyl- 5ltr in 1 bottle	1 pcs		
38	Lizol-5ltr in 1 bottle	1 pcs		
39	Phitikir(alam)- 50kg in 1 pkt	1 pkt		
40	Toilet Acid	per 1 litre		
41	Carbolic Acid	per 1 litre		
42	Harpick- 5ltr in 1 bottle	1 pcs		
43	Bathroom Brush	1 pcs		
44	Bathroom Camphor	1pkt		
45	Broom Stick(50kg per pkt)	1 pkt		
46	Tissue Napkin with box	1 pkt		
47	Phool Jhadu	1 pcs		

No. of correction in figure:-

No. of correction in words:-

No. of overwriting in figure:-

No. of overwriting in words:-

Signature of Tenderer

Date _____

ANNEXURE-V
TENDER ACCEPTANCE LETTER

To

The Commissioner,
Rourkela Municipal Corporation
Rourkela

Sub:- Acceptance of terms and Conditions of Tender **“Supply of Sanitary Items to Rourkela Municipal Corporation for Sanitation Works”**

Dear Sir,

1. I/We have downloaded/obtained the tender document(s) for the above mentioned Tender/Work from the website: . www.rmc.nic.in as per your advertisement.
2. I/we hereby certify that I/We have read the entire terms and conditions of the tender document including all documents like Annexures and I/We shall abide hereby by the terms/conditions/clauses obtained therein.
3. I/We hereby unconditionally accept the Tender conditions of above mentioned Tender.
4. In case any provisions of this tender are found violated, then your department/organizations shall without prejudice to any other right or remedy be at liberty to reject this tender/bid including the forfeiture of the full said Earnest Money Deposit absolutely.

Yours faithfully

Name and Signature of the Tenderer with the Seal