



**BOARD OF SECONDARY EDUCATION , B K ROAD, ODISHA, CUTTACK-1**

**TENDER CALL NOTICE**

**No.5961/(Eng. Section)/dt.27.10.2023**

Tender Papers in sealed cover in the prescribed Format are invited from the intending registered Transportation Agencies having valid Reg. No., PAN Card, valid up to date GST & IT clearance Certificate for transportation of Text Books to different Nodal Centers within the State / District Education Officer / District Welfare Officer points of each District / Zonal offices of B.S.E., Odisha for the Academic Session, 2023-24. The Tender Paper can be obtained from the office of the undersigned on payment of Rs.1,680/- [Rs.1500/- +GST@12%] (Rupees One thousand six hundred and eighty) only in cash on any working day from dt.29.10.2023 to dt.13.11.2023 between 11.00 a.m. to 3.00 p.m. The tender papers can also be downloaded from our website – [www.bseodisha.ac.in](http://www.bseodisha.ac.in). The last date for submission of Tender Paper at the office of the Secretary, Board of Secondary Education, Odisha, B.K.Road, Cuttack- 753001 is dt.13.11.2023 up to 2.00 p.m. The same shall be opened on dt.13.11.2023 at 3.00 p.m. in presence of tenderers or their authorized representative only.

The authority reserves the right to reject any or all tenders without assigning any reason thereof.

**SECRETARY**



**BOARD OF SECONDARY EDUCATION ,B K ROAD, ODISHA, CUTTACK-1**  
**INSTRUCTION TO TENDERER**

1. Tenderers are required to fill up the Technical Bid & keep it in one envelop along with other requisites & super scribe it as “**Technical Bid**”. Similarly Financial Bid should be kept in another envelop & super scribe it as “**Financial Bid**”. Both the sealed envelops shall be kept in another envelop & super scribe as “**Tender for Transportation of Text Books**”,  
Tender call Notice No-                      dt-  
Tenderers are required to submit EMD of Rs.10,000/- (Rupees Ten thousand) only in shape of Bank Draft drawn in favour of the Secretary, Board of Secondary Education, Cuttack payable at Cuttack along with the tender.
2. Tenderers must have possessed 04 (four) no. of (6 wheeler ,10 wheeler and 12 wheeler) vehicles in good running condition for transportation of Text Books across Odisha.
3. Tenderers are required to submit true copy of PAN Card and I.T. Clearance Certificate, GST Clearance Certificate (deposit receipt) obtained from the appropriate authority along with the tender.
4. If the Tender Paper are to be downloaded from the Website the cost of the Tender Paper Rs.1680/- (Non-Refundable) [Rs-1500/- +GST@12%] (Rupees One thousand six hundred and eighty) only shall be submitted along with the tender in shape of Bank Draft drawn in favour of Secretary, Board of Secondary Education, Odisha, Cuttack payable at Cuttack.
5. The vehicles must be in good running condition with up to date Tax Clearance and fitness certificates, Insurance and all Odisha permit.
6. The driver of each vehicle must have valid Driving License and good track record of not intoxicated with alcohol etc.
7. The authority reserves the right to transport the Text Books by other means of conveyance for timely completion of the work at the time of exigency.
8. The bill should be submitted after completion of the assignment for payment.
9. A letter of confirmation in this regard will be sent within 7 days from the date of acceptance of the lowest Tender.
10. The quoted rates are inclusive of fuel, driver and Toll Gate charges, but exclusive of taxes and levies.
11. The payment will be allowed from starting point to designation, but not for the return journey.



## TERMS AND CONDITIONS

1. Tenderers are required to fill up the Technical Bid & keep it in one envelop along with other requisites & super scribe it as **“Technical Bid”**. Similarly Financial Bid should be kept in another envelop & super scribe it as **“Financial Bid”**. Both the sealed envelopes shall be kept in another envelop & super scribe as **“Tender for transportation of Text Book”**,  
Tender call Notice No-                      dt-
2. The tenderer shall deposit E.M.D. of Rs-10,000/- (Rupees Ten thousand) only in shape of Bank Draft drawn on any Nationalised Bank in favour of the Secretary, Board of Secondary Education, Odisha, Cuttack payable at Cuttack. Tender without accompanying E.M.D. shall be rejected.
3. The E.M.D. of unsuccessful tenderer(s) will be refunded soon after finalization of tender. No interest shall be paid on EMD deposit.
4. All columns of Technical Bid and Financial Bid must be filled in properly.
5. The Tender should accompany the number of vehicles that the Transport Agency possesses. ( specify the No. of 12 wheeler, 10 wheeler, 6 wheeler & Mini Truck possess)
6. Tender without vehicle Number and other requisites such as copy of PAN Card, up to date I.T. Clearance Certificate & GST Clearance Certificate of last year shall be rejected.
7. The rate should be quoted exclusive of all taxes / levies, but inclusive of Toll Gate charges.
8. Over writing, insertion, addition, alteration and erasing on Tender Paper should be avoided. This may cause disqualification. Corrections if any on tender paper, in either or the bids should be duly attested by the tenderer.
9. **Rate for transportation of each category of vehicle should be quoted per Km. basis (one side) only and should be written both in figures and words.**
10. The Financial Bids of all the qualified tenderers will be opened whose Technical Bids are found in order.
11. L-I will not be the only criteria for award of tender. Experience / expertise in the field and credibility of the firm, for transportation of Text Books will be taken in to consideration for qualification of Financial Bid.
12. The successful tenderer shall have to execute an agreement & deposit security money amounting to Rs-50,000/- (Rupees Fifty thousand) only in shape of fixed deposit/ BD drawn on any Nationalized Bank pledged in favour of the Secretary, Board of Secondary Education, Odisha, Cuttack payable at Cuttack within 07(seven) days from the date of award of tender. The EMD or SD shall be refunded without interest after successful completion of the assignment.

13. Minimum 5 Crore to 10 Crore turn over in last three financial year should be mentioned in annual balance sheet.
14. Minimum 10 numbers of vehicles or more should be in the name of the firms.
15. The tenderers shall produce the Original documents related to Technical Bid on the date of opening of tenders.
16. If the tenderer fails to execute the agreement and does not deposit security money within the stipulated date, the EMD will be forfeited and award of tender shall be cancelled and next eligible tenderer shall be awarded with the work.
17. After due formalities stated above, final order shall be placed with the Transport Agency.
18. The transportation of Text Books would be made as per specified date & time, which would be intimated later on.
19. Board shall have the power to refuse / accept any tender that contravenes the “**Terms & Conditions**”.
20. Payment shall be made after the transportation of Text Books is over on submission of bill along with other relevant documents as required.
21. TDS shall be deducted at the time of payment of bill.
22. If the tenderer fails to deliver the Text Books within time as specified in the work order, authority of the Board reserves the right to forfeit the security deposit and take action as deemed proper.
23. The tenders shall be opened in presence of the tenders or their authorized representatives if any, otherwise the tender of the absentee shall be rejected.
24. The vehicles must be in good running condition with up to date Tax Clearance and fitness Certificates, Insurance and all Odisha permit.
25. The driver of each vehicle must have valid Driving License and good track record of not intoxicated with alcohol etc.
26. The tenderer shall bear all risk responsibility and extra cost in case of break down or damage of any part of vehicle and should ensure timely delivery of Text Books at the destination.
27. President, Board of Secondary Education, Odisha, Cuttack shall have the power to amend any of the terms & conditions of the tender.
28. In the event of any dispute arising in execution of the tender, the decision of the President, Board of Secondary Education, Odisha shall be final & binding on the Tenderer.
29. Any dispute related to this tender and arising out of terms and conditions thereof, will be subject to jurisdiction of Court at Cuttack only.
30. Payment will be allowed from starting point to destination, but not for return journey.

### **DECLARATION**

I have gone through the Tender Notice, both the bid formats, instruction, terms and conditions of the Tender and understood fully and agreed.

**Date:-**

**Signature  
& seal of the Tenderer**



**BOARD OF SECONDARY EDUCATION, B.K.ROAD, ODISHA, CUTTACK-1**

**TECHNICAL BID**

**Tender Call Notice No.-**

**(Eng. Section) dt:-**

*(Original Documents are to be produced on the date of opening of Tender Paper for verification)*

- 1- Name and address of the transport Agency along with photo copy of Registration Certificate :-
- 2- Name and address of the Proprietor/Director :-
- 3- PAN No. (photo Copy of PAN Card to be enclosed) :- Yes / No
- 4- Photo copy I.T. Clearance Certificate /receipt of deposits of last Qtr. (to be enclosed) :- Yes / No
- 5- GST Registration along with Clearance Certificate/receipt of deposits of last FY (Photocopy to be enclosed) :- Yes / No
- 6- Details of EMD :- B.D. No ..... Dt .....  
(Draft to be attached) Rs.
- 7- If Tender Paper purchased against Payment of Cash :- C.R. No- Dt-  
(Original Cash receipt to be enclosed)
- 8- In case of Tender Paper downloaded From the Website :- B.D. No..... Dt- .....  
(Cost of Tender Paper in shape of B.D. to be attached) Rs-
- 9- Experience in the field of Text Book in any organization Transportation if any, (Proof to be attached)
- 10- Vehicle Nos. along with photocopies of up to date Tax Clearance / Fitness Certificates / Insurance and All Odisha permit are to be attached.

Date:-

Signature  
& seal of the Tenderer



**BOARD OF SECONDARY EDUCATION, B.K.ROAD, ODISHA, CUTTACK-1**  
**FINANCIAL BID**

**Tender Call Notice No.-** (Eng. Section) dt:-  
**SPECIFICATION**

1. Name & Address of the Transport Agency along with photo copy of Registration Certificate.
2. GST No.

Rate to be offered per K.M				
Sl. No	Type of Vehicles	Loading capacity for nos. of Books	Kilometer (One Side Rate)	Rate in (Figure & Word)
1	12 wheeler	75,000 – 80,000 20 to 25 MT	Covering more than 301 Km.	
			Covering 201 Km. to 300 km	
			Covering up to 200 Km.	
2	10 wheeler	55,000 – 60,000 15 to 20 MT	Covering more than 301 Km.	
			Covering 201 Km. to 300 km	
			Covering up to 200 Km.	
3	06 wheeler	35,000 – 40,000 6 to 10 MT	Covering more than 301 Km.	
			Covering 201 Km. to 300 km	
			Covering up to 200 Km.	
4	04 wheeler	12,000- 15,000 2 to 4 MT	Covering more than 301 Km.	
			Covering 201 Km. to 300 km	
			Covering up to 200 Km.	
5	06 wheeler (Local)	35,000 – 40,000 6 to 10 MT	For Cuttack Town	
			For Bhubaneswar Town	
			For Jagatsinghpur Town	
6	04 wheeler (Local)	12,000- 15,000 2 to 4 MT	For Cuttack Town	
			For Bhubaneswar Town	
			For Jagatsinghpur Town	

**Notes:-** Supply of vehicles shall be binding on the firm as per rate offered (inclusive of Toll Gate/Fuel/ Driver Charges , but exclusive of all Taxes). No payment will be allowed for return journey.

**Signature  
& seal of the Tenderer**