



ସମଗ୍ର ଶିକ୍ଷା
समग्र शिक्षा
Samagra Shiksha



Bidding Document

FOR

Procurement of Incinerator & Vending Machine

Notice Inviting Tender No. 947/CIVIL/25, Dated 07/05/2025

**OFFICE OF THE DISTRICT PROJECT CO-ORDINATOR
SAMAGRA SHIKSHA, DEOGARH**

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Tender Document for supply of Incinerator & Vending Machine at school in Deogarh District



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IMPORTANT INFORMATION TO THE BIDDER.

S. No.	Particular	Details
1.	Tender Inviting Authority (TIA)	O/o the District Project Coordinator, Samagra Shiksha, Deogarh.
2.	Availability of the Bid document	https://osepa.odisha.gov.in & https://deogarh.odisha.gov.in
3.	Date of Issue of the Bid	08.05.2025
4.	Last date and time of receipt of the Bid only through speed post / registered post.	11.06.2025 at 1:00 P.M.
5.	Pre bid meeting of bidders	15.05.2025 at 9.30 A.M in the Conference Hall of Collectorate , Deogarh
6.	Date & time for opening of Technical BID.	12.06.2025 at 10:30 A.M in the Conference Hall of collectorate, Deogarh
6.	Date of opening of Financial BID	Will be declared on the date of opening of the technical bid after assessing nos. of participating bidders.
7.	Bid Processing Fee (Non-Refundable)	Rs. 3000/- (Rupees Three Thousand Only) in shape of Demand Draft drawn in any nationalized/scheduled bank favoring District Project Coordinator, SSA, DEOGARH, payable at DEOGARH which will be annexed with the Technical Bid.
8.	Earnest Money Deposit (EMD) *(Refundable without interest)	EMD is Rs.1,20,600/- (Rupees one Lakh twenty thousand six hundred Only) for Incinerator and EMD is Rs.60,300/- (Rupees Sixty thousand three hundred only) for Vending Machine. The EMD should be in shape of Bank Guarantee/Demand Draft of any nationalized / scheduled bank only favoring District Project Coordinator, SSA, DEOGARH, payable at DEOGARH which will be annexed with the Technical Bid.
9.	Address & mode of submission of proposal	O/o The District Project Co-ordinator, Samagra Shiksha, At / Po- New Baliroi, Deogarh, Pin-768108, Odisha. Mode of Submission: Speed Post / Registered Post only to the address as specified above during the office hour only). Submission of proposal through other mode and late bid will be rejected.
10.	Place of Opening of Proposal:	O/o The District Project Co-ordinator, Samagra Shiksha, At/Po- New Baliroi, Deogarh, Pin-768108, Odisha.
11.	Point of Delivery & Completion of supply& installation	At the concerned School point within 30 (Thirty) days from the date of issue of work order.
12.	Submission of Performance security & Signing of agreement.	5% of the contract value to be submitted as within 07 days of award of contract.



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- l) The bidder must have experience in supply, installation, and servicing of incinerators and/or sanitary napkin vending machines, with a cumulative supply of at least 200 units within the **State of Odisha**, and must submit corresponding **work orders** and **completion certificates** as proof; both documents are mandatory.
- m) Bidder/OEM must submit test reports by government accredited lab for Electrical safety, high voltage test and temperature rise test as per standard protocol for sanitary napkin incinerator machine. Reports date must be prior to tender publish date.
- n) Bidder/OEM must have submitted the test reports for anti-fungal and bacteria free cabin for sanitary napkin vending.
- o) Bidder/OEM must have provide the certificate for dust and water resistance cabinet of sanitary napkin vending machine.
- p) Bidder/OEM must have submit NABL lab test report for smoke test of sanitary napkin incinerator machines per specified in bid
- q) Bidders have to submit Trademark Certificate of OEM for Known Brand
- r) The OEM/Bidder must have valid ISO 9001:2015, Certificate of occupational health and safety (OH & S), GMP, CE (Scope Should be related to the bid items), zed silver certificate by MSME department, WAC India.
- s) **Sample of the Product:** Bidder shall have an advance sample designed as per contract specifications framework and at least one sample shall be made available one day before the closing date of the bid. In case the sample is found to have deviations/not conformed to the contract specifications, the buyer as its discretion is allowed to not consider the bid.
- t) The bidder should submit the product catalogue along with the technical bid.
- u) During Product demonstration if the bidder provide inferior / low quality product or is very low cost as compare to market /online, then the committee has the discrepancy power to disqualify the bidder.
- v) The sample selected by the committee provided by the successful qualified Bidder kept at District Project office which is the last sample for installation of his/her assignment.
- w) During installation necessary electrification to the existing toilets will be done by the bidder. The cost maximum up to Rs1,500.00 will be borne by the bidder on his / her own cost. The bidder will include the electrification cost in the financial bid quoted rate.

2. Application Procedure:

- a) The Bid has been invited under two bid system i.e. **Technical Bid and Financial Bid**. The interested bidders are advised to submit two separate sealed envelopes super scribed "**Technical Bid for Supply of Incinerator and / Vending Machine & "Financial Bid for Supply of Incinerator and /Vending Machine"**". Both sealed envelopes should be kept in another sealed envelope super scribed "**Tender for Supply of Incinerator and / Vending Machine"**".
- b) In case a bidder applies both for Incinerator and Vending Machine, then put both the bid document for Incinerator (having both Technical Bid and Financial Bid for supply of Incinerator) and bid document for Vending Machine (having both Technical Bid and Financial Bid for supply of Vending Machine) in another envelope super scribed as "**Tender for Supply of Incinerator and Vending Machine"**".
- c) **Technical Bid & Financial Bid:** The Bidder has to fill up the Technical bid Form (Tech-1, Tech-2, Tech-3, Tech-04 & Tech 5A&5B) & submit it with a separate envelope with all self-attested documents / papers. Similarly, the Financial Bid form has to be filled up as per prescribed form (Fin-1 & Fin-2) and to be submitted in separate sealed envelope. The bidder is to quote **per incinerator / vending machine**



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BID DOCUMENT
For Supply of Incinerator and Vending Machine
for schools of DEOGARH District

The District Project Co-ordinator, Samagra Shiksha, DEOGARH invites bids from the reputed & potential Original Equipment Manufacturer (OEM) / Distributors / Authorized Firms of Odisha for supply of 201 numbers of "Incinerator & Vending Machine. The detailed terms & conditions of the above bid are as under;

SCOPE OF WORK AND CONDITIONS FOR BIDDERS

1. Eligibility Criteria :

The Manufacturer / Firm must have agreed on the following points and to enclose self-attested photocopies of the following valid documents / papers in the **Technical Bid envelope**. The proposal submitted without the following documents/papers shall not be considered:

- a) Valid UDYAM Registration with valid DIG Registration Certificate (Production certificate for the items specified) for OEMs. In case the bidder is other than a manufacturer, then the authorization from the OEM on their letter head Authorizing the supplier to quote and provide service related to supply, installation and after sales maintenance support for the committed warranty period.
- b) Joint Venture and consortium firm/company/enterprise are not allowed to participate in tender process.
- c) The bidder must submit proof of having service center within 150km from the district (Deogarh) in the State of Odisha and should provide Corporate Office and Regional Office address along with escalation matrix with local contact number in Rs. 50/- non-judicial stamp paper.
- d) Copy of Valid PAN.
- e) Copy of valid Odisha GST Registration Certificate and GST Clearance Certificate for last the FY(2021-22, 22-23, 23-24)
- f) Bidder shall have to provide Undertaking on Rs.100/- legal stamp paper that the bidder is not blacklisted with any state Govt. or Central Govt. Department / PSU / Banks / Financial Institutions on account of corrupt or fraudulent practice from 2022-23 till date.
- g) Bidder should not be under liquidation, court receivership or similar proceedings should not be bankrupt. Bidder to upload undertaking Rs.100/- stamp paper to this effect with bid.
- h) Average Annual Turnover:
 - I. The minimum average turnover of last three FY(2022-23, 23-24, 24-25) for the bidder applying for Sanitary Napkin incinerator should be Rs 60.00 Lakh.
 - II. The minimum average turnover of last three FY(2022-23, 23-24, 24-25) for the bidder applying for Sanitary Napkin Vending machine should be Rs 30.00 Lakh.
 - III. The minimum average turnover of last three FY(2022-23, 23-24, 24-25) for the bidder applying for Sanitary Napkin incinerator & Sanitary Napkin Vending machine should be Rs 90.00 Lakh.
- i) The bidder should submit Audited Financial Statement (P&L and Balance Sheet) along with CA Certificate and CA Registration Number and Seal.
- j) Income Tax Return for last three FY (2022-23, 23-24, 24-25)
- k) Updated GST Return file for the period up to March 2025 for Quarterly Tax Payers and up to March 2025 for monthly Tax Payers.



rate in the prescribed format (FIN-2). The rate shall include cost of the incinerator / vending machine, transportation, Electrification cost, & all types of Taxes, cess if any others tax to the school level of DEOGARH District,

d) Procedure for Opening the Bids:

- I. The Technical bid will be opened first.
- II. Then technically qualified bidders will be allowed to demonstrate the product (The bidder has to demonstrate the quality, features, and advantages of the items). The sample will be evaluated with 100 Marks (The Sanitary Napkin incinerator will be evaluated based on brand, market cost, burning capacity per day, camber size, safety factor and battery size. Sanitary Napkin Vending Machine will be evaluated based on brand, market price, battery size, lock system, storage capacity, safety features) The bidder has to mention the brand and specification of the items submitted as per **Annexure-Tech 5A&B**
- III. After completion of Technical and Product demonstration evaluation then the financial bid of the technically qualified bidder will be opened.

IV. Final Evaluation:

The final evaluation will be done in CQCBS method. Based on the evaluation of technical proposal, the technically qualified bidder shall be ranked highest to lowest Technical Score (ST) in accordance to the mark obtained during the technical evaluation stage. There shall be 60% weightage to technical score and 40% weightage to financial score.

The individual bidder's financial score (SF) will be evaluated as per the formula given below:

$SF = [F\text{-min}/F\text{-bid}] * 100$ (rounded off to two decimal places) where

SF=Normalized financial score of the bidder under consideration

F-min=Minimum financial quote among the technically qualified bidders

F-bid=Financial quote of the bidder under consideration.

Combined Score(S) = $ST*0.6 + SF*0.4$ here ST=Technical score secured by the bidder

The bidder securing the highest evaluated combined score(S) will be awarded the contract observing due procedure. For the purpose of evaluation the total evaluated cost shall be inclusive all taxes and duties and transportation cost from manufacturing unit to the School point.

The bidder who meets the requirement specified in the technical bid will only be consider for participating in the financial bid. Financial bid of the technically disqualified bidders will not be opened.



- e) The tender should be addressed to "O/o The District Project Co-ordinator, Samagra Shiksha, At/Po- New Baliroi, Deogarh Pin-768108, Odisha
- f) The Bid document shall be available in website <https://osepa.odisha.gov.in> & <https://deogarh.odisha.gov.in> and the cost of the tender paper is to be enclosed in shape of crossed Demand Draft in favour of "District Project Coordinator, Samagra Shiksha, DEOGARH" payable at DEOGARH along with the **Technical BID**.
- g) **Earnest Money Deposit (EMD)**: EMD is Rs.1,20,600/- (Rupees one Lakh twenty thousand six hundred Only) for Incinerator and EMD is Rs.60,300/- (Rupees Sixty thousand three hundred only) for Vending Machine. The EMD (Refundable – without interest) should be submitted in shape of **Bank Guarantee / Demand Draft** of nationalized/scheduled bank only favoring District Project Coordinator, SSA, DEOGARH, payable at DEOGARH which will be annexed with the Technical Bid (Format A), failing which the tender shall be rejected summarily. The bank guarantee should be valid up to at least 90 days beyond the date of opening of financial bid. The EMD of the un-successful bidders shall be refunded within 30 days after award of contract. The EMD shall be forfeited in the event of withdrawal of the tender once submitted OR in case of a successful bidder who (i) fails to execute the agreement within specified period & (ii) not submitted performance security and/or express its inability to supply the incinerator and / vending machine within the stipulated period. The EMD of successful bidder shall be refunded after receipt of Performance security.

3. The Bidder who meets the requirements specified in the Technical Bid will only be considered for participating in the Financial Bid. Financial Bid of the technically disqualified bidders will not be considered & opened.

4. Submission & opening of Tender:

- (a) The interested Bidders may submit the tender document complete in all respects along with EMD, bid processing fee and other requisite documents on or before **03.06.2025 at 1 P.M** (in all working days) addressed to The District Project Co-ordinator, Samagra Shiksha, At/Po- New Baliroi, Deogarh Pin-768108, Odisha only by **Registered Post / Speed Post**. The Authority is not responsible for any postal delay. No other mode of submission of bid shall be entertained.
- (b) **Late Bidders**: Any bid received by the authority after the prescribed time and dateline for submission of bids will not be considered and opened. Thus the same is deemed to be rejected.
- (c) The Technical bids shall be opened on the scheduled date and time at **the Collector conference Hall, Deogarh** in the presence of the bidders or their authorized representatives.
- (d) The Financial Bid of only those bidders will be opened whose Technical bids are found in order. The date, time & place of opening of Financial BID will be communicated after evaluation of Technical BID.



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Technical Specification of Sanitary Napkin Incinerator for Schools		
1	Item	Sanitary napkin Incinerator
2	Type	Fully Automatic Electronic Model Customised
3	Mounting	Wall mounting and easily Removable
4	Loading	Front
5	Burning capacity/day	100-150 pads/day
6	Burning capacity/Cycle	10-15 pads/Cycle
7	Burning cycle	Auto Start, auto Off
8	Cycle Time	10-20 Min
9	Dimensions	
	L	250-300mm (approximate)
	H	400-500mm (approximate)
	W	250-300mm (approximate)
	Material	MS Box , 1.2 mm Cold Rolled Close (CRC)
10	Gross Weight	10-20kg
11	Chamber Size	160mm*160mm*160mm (Minimum)
12	Burning temp	800- 1200 degree Celsius
13	Heater wattage	1200 Watt (Minimum)
14	Heater Type	Ceramic heater with SS 304 Dual Covering
15	Insulation	50mm High density Ceramic Board
16	Door	Auto Close mechanism
17	Digital display	Yes, For time and temperature
18	Auto cut-off	Yes
19	Smoke Control Unit	Yes
20	Carbon Filter	Yes
21	Blower type	Centrifugal blower with 2800 rpm
22	Blower Ratings	230v, 100 watt (approximate)
23	Exhaust Pipe	2 inch Diameter, 1.2 mm GI hosepipe, leak proof (Minimum)
24	Exhaust Pipe Length	2m (Minimum)
25	Lock	magnet/latch lock
26	Powder Coating	Final DFT thickness shall not be less than 100 microns
27	Power Chord	1.5 sq mm, 3 core, ISI Marked
28	Power Chord Length	1.5 to 2.0 meter
29	Packaging	5 Ply Corrugated Box
30	Electrical Safety	Protected From Current leakage and High voltage
31	Accessories with machine	1. Warranty Card (to be filled and submit to buyer at the time of deliver) 2. Product Instruction manual 3. fastener for mounting all items
32	Pre dispatch Inspection	Yes
33	Bidder	Should be with valid GST Registration within Odisha State
34	Certificate	NABL TC as per IS 302:P-1:2008 & CE certification (to ensure the export quality) & ISO certification of quality



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		& Occupational Health & safety
35	scope	Supply, Installation, demonstration
36	Local Participation	Local supplier is preferable
37	Warranty	The OEM/Bidder must provide minimum 2 year of onsite comprehensive warranty with free spare parts.
38	Toll free no	Yes
39	Local Serviced Centre	Tehsil wise distributor list with contact no
40	Installation & Commissioning	The OEM shall provide installation and demonstration training at site before buyer acceptance.
41	Work Experience	2 to 5 years in concern department
42	Production Capacity	500 machines per month

Technical Specification of Sanitary Napkin Vending Machine for Schools		
1	Item	Sanitary Vending machine
2	Type	Fully Automatic
3	mounting	Wall Mounted
4	product row	2 rows
5	storage capacity	50-75 pads
6	Dimensions	
	L	500-600 mm (approximate)
	H	500-700mm (approximate)
	W	150-200mm (approximate)
7	Material	Powder coated MS , 1.2 mm CRCA material
8	Gross Weight	10-15Kg
9	Machine Orientation	Horizontal
10	Vending Mechanism	Spiral/Spiral Less
11	Coin acceptable	Fully Electronic Coin Acceptor/ Accepts single vacant coin/token
12	Physical stock window	Yes
13	Digital display for stock	Yes
14	Auto rejection on empty stock	Yes
15	Voice Assistance	Alert on dispensing
16	Battery Backup	4-8 Hours Backup
17	Battery Type	Lithium ion with BMS
18	INSTRUCTION	Embossed Printed
19	Napkin Type	Trifold napkin/Bi fold, any size as per customer
20	Lock	dual key lock system
21	Hygiene	protection from insects/dust/water Antibacterial and Antifungal Cabinet
22	Powder Coating	Final DFT thickness shall not be less than 100 microns
23	Power Chord	1.5sq mm, 3 core, ISI Marked
24	Power Chord Length	1.5 to 2 meter

25	Packaging	Corrugated
26	Electrical Safety	safety from leakage current and high voltage
27	Accessories with machine	1. Warranty Card (to be filled and submit to buyer at the time of deliver) 2. Product Instruction manual 3. fastener for mounting
28	Pre dispatch Inspection	Yes
29	start-up/msme exemption	No
30	Certificate	NABL TC as per IS 302:P-1:2008 & CE certification (to ensure the export quality machinery) & ISO certification of quality & Occupational Health & safety
31	Scope	Supply, Installation, Demonstration Local supplier is preferable
32	Warranty	The OEM/Bidder must provide minimum 2 to 3 year of onsite comprehensive warranty with free spare parts.
33	Toll-free no	Yes
34	Local Serviced Centre	Tehsil wise distributor list with contact no.
35	Installation & Commissioning	The OEM shall provide installation and demonstration/operator's training at site before buyer acceptance.
36	Work Experience	2 to 5 years in concern department
37	OEM/Bidder Production Capacity	500 machines per month

5. The Bidder must provide after sales maintenance support within 48 hours of receipt of complaint regarding non-functioning of the equipment during the committed warranty period.

6. Evaluation of BID:

The District Level Purchase Committee for procurement of Incinerator and Vending Machine will evaluate the Technical & Financial BID separately for Incinerator and Vending Machine. The Bidder who meets the requirements specified in the Technical Bid will only be considered for participating in the Financial Bid. Financial Bid of the technically disqualified bidders will not be opened.

7. Acceptance or Rejection of the Bids:

- The TIA reserves the right to accept / reject any / all bids / cancel the entire selection process at any stage without assigning any reason thereof. No claim, whatsoever, shall be admissible for the alleged loss/damage suffered by the bidder/s on account of such rejections.
- Any bid with incomplete information is liable for rejection.

8. Award of Contract :

The contract will be awarded to the Bidder/s substantially responsive to the Bid document & offered lowest evaluated cost.

9. Signing of Contract :

- The successful bidder/s whose bid has been accepted will sign an agreement with the TIA within 07 days of issue of the work order.



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- (b) Failure by the tenderer to comply with the requirement of above mentioned clause, the offer shall be rejected and the tenderer shall have no claim further.

10. Performance Security Deposit:

The selected bidder shall have to submit Performance Security Deposit of 05% of contract value in shape of Bank Guarantee (BG) in favour of the "District Project Coordinator, SSA, Deogarh payable at DEOGARH only within 07 days of award of the contract.

11. Requirement & Delivery Schedule :

The selected firm shall supply the incinerator and vending machine to the school point within 30 days of issue of work order. The above requirement may increase or decrease as per need. Any type of complain raised about installation and functioning of the both machine should be resolved/ solved within the period of ten days from receiving of the complaint.

12. Payment terms:

(i) **On Final Acceptance :**

After necessary installation, commissioning, supervision and demonstration of equipment's (incinerator and / vending machine) at school level, the successful bidder should submit the delivery challans, installation, commissioning, and demonstration report duly signed by the concerned HM and two copies of GSTIN invoice as well as bank details for payment purpose.

(ii) No advance payment shall be made, or no payment shall be entertained on negotiation through Bank.

(iii) Deduction of tax at source shall be made at the appropriate rate under IT Act, GST Act etc.

13. Penalty :

If the work is delayed for any reason for which the TIA is not responsible, penalty @ 0.5 % per week or part thereof on the total cost maximum up to 10% of the contract value will be imposed on the firm under orders of appropriate Authority. The TIA reserves the right to forfeit the Performance Security & debar the bidder from participating in any other bid of his/her office. In such cases the TIA may write Govt. for blacklisting the firm.

14. Amendments to BID terms ,conditions and issue of Corrigendum/addendum:

(a) Seven (07) days before the last date of submission of Bids, the TIA may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder/s, modify the Bidding Documents by amendment /corrigendum.

(b) The amendment in shape of corrigendum/addendum will be notified on the websites <https://osepa.odisha.gov.in> & <https://deogarh.odisha.gov.in> and the prospective bidder/s are requested to take cognizance of such notification/s while submitting their tender proposal.

c. In order to allow prospective Bidder/s reasonable time in which to take the amendment into account in preparing their bid, the TIA may, at its discretion, extend the deadline for the submission of bids.



15. Only one tender should be submitted by one party. Submission of more than one tender will lead to rejection of all proposal of the bidder.
16. The bidder/s may use separate piece of paper, where the space provided in the formats in this tender document for submission of information, is not sufficient. The information in the separate sheet of paper shall be in prescribed format and its page should be serially numbered and duly authenticated.
17. All the information uploaded & submitted or supplied in the formats of this tender document shall be presumed to be true to the best of the knowledge of the bidder/s.
18. No document as required and mentioned in the Bid shall be submitted in the Technical bid / Financial bid documents unless otherwise specifically mentioned therein. All required documents shall be uploaded with serial number and page mark.
19. The TIA reserves the right to modify any term in the bid document at the time of execution of contract, if felt necessary.
20. The bid validity period is 90 days from the date of opening of the financial bid. Accordingly the bidder shall submit the Bid.
21. The TIA reserves the right to reject any or all the bids without assigning any reason thereof. The TIA also reserves the right to modify any term in the bid document at the time of execution of contract, if felt necessary.


22. Resolution of Disputes:

- (a) Any dispute between the Tender Inviting Authority and the successful bidder/s should be addressed to the other party only in writing in their respective letter heads signed only by the designated signatories as in contract agreement. Both the parties shall make every effort to resolve the same amicably by mutual consultations.
- (b) If both the parties fail to resolve their dispute or difference by such mutual consultation within twenty-one days of its occurrence, the same will be referred to by either party for conciliation to the conciliation panel. For that purpose, both the parties, shall nominate each one member, and both the nominated members shall form the Conciliation panel. In case the panel members report failure of conciliation, the matter shall be referred to arbitration, by the Arbitrator, to be nominated by the Collector cum Chairman Samagra Shiksha, DEOGARH. The Collector cum Chairman Samagra Shiksha, DEOGARH shall nominate an Arbitrator, whenever required or when a request is made by the successful bidder/s, after the failure of conciliation, to nominate an Arbitrator. The arbitration proceeding shall be as per the provisions of the Arbitration and Conciliation Act 1996 of India.

23. Applicable Law and Jurisdiction of Courts:

- (a) The Contract shall be governed by and interpreted in accordance with the existing law of India in force.
- (b) All disputes relating to the contract is subject to the pecuniary jurisdiction of the Court at DEOGARH.


District Project Coordinator
Samagra Shiksha, DEOGARH


Collector-cum-Chairman
Samagra Shiksha, DEOGARH

COVERING LETTER

(ON BIDDER/S'S LETTER HEAD)

[Location, Date]

To:

**The District Project Co-ordinator
Samagra Shiksha, At/Po-New Baliroi, DEOGARH, Odisha, Pin - 756001**

Subject: Supply of Incinerator and / Vending Machines to schools of DEOGARH District.

Madam/Sir,

I/We, the undersigned, request you to participate in the selection process towards Supply of Incinerator and / Vending Machines to schools of DEOGARH District in accordance with your Tender Call Notice No _____ dated _____. I/We are hereby submitting our proposal, which includes Technical Bid and Financial Bid separately.

I/We, hereby declare that all the information and statements made in this Technical BID are true and correct and I accept that any misinterpretation contained in it may lead to disqualification of our Bid. Our Bid will be valid for acceptance up to **90 Days** from the date of opening of the financial BID and I confirm that this proposal will remain binding upon us and may be accepted by you at any time before this expiry date.

I/We, hereby unconditionally undertake to accept all the terms and conditions as stipulated in the BID document. In case any provision of this BID document are found violated, then TIA shall without prejudice to any other right or remedy be at liberty to reject our Bid including legal action as per law.

I/We remain,

Yours faithfully,

Place:

BIDDER/S'S OFFICIAL SIGNATORY

Date:

Name & Designation with Rubber Stamp



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Bidder/s's Organisation (General Details)

Sl No.	Description	Particulars/ Full Details	Whether Submitted (Yes/ No)	Page No
1	Name of the Bidder/s			
2	Address for Communication Tel : Fax: Email id :			
3	Name of the authorized person signing & submitting the bid on behalf of the Bidder/s: Mobile No. : Email id :			
4	Valid Aadhar Udyog Registration No. (UDYAM) or Valid Trade License or Registration No. under Indian Companies Act or Indian Partnership Act or NSIC Registration			
5	Proof of Service Centre in Odisha If Yes, Please furnish contact details			
6	Bid processing fee Details Amount :			
7	EMD details Amount :			
8	PAN			
9	GSTIN			
10	Audited Turnover, P&L A/c and along with CA Certificate and CA Registration Number & Seal for last			
11	IT return for last three financial years			
12	Updated GST Return file for the period up to March 2025 for Quarterly Tax Payers and up to March 2025 for monthly Tax Payers			
13	Experience Certificate in sales & service of incinerator, vending machine and submit the work order and completion certificate of supply/ installation.			



14	Confirm to carry out assignments as per the scope of work of the Bid Document			
15	Confirm to accept all the terms and conditions as specified in the Bid Document			
16	Undertaking regarding Non- Blacklisted of the firm			
17	Undertaking regarding Not Bankrupt			
18	Sample as per the Specification			

Place:

BIDDER/S'S OFFICIAL SIGNATORY

Date:

Name & Designation with Rubber Stamp



[Handwritten signature]

(In Bidder's letter Head)

[Location, Date]

To:

The District Project Co-coordinator
Samagra Shiksha, DEOGARH

Undertaking / Declaration

1. I, _____ Son / Daughter / Wife of Shri _____ Proprietor / Director/
Authorized Signatory of the bidder, mentioned above, am competent to sign this declaration and execute this bid document;
2. I/we have carefully read and understood all the terms and conditions of the BID document and undertake to abide by them.
3. 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 BID at any stage besides liabilities towards prosecution under appropriate law.
4. I/we also certify that our firm has not been blacklisted / debarred / banned by any State Govt. / UT / Central Govt. /Govt. organization / Govt. Institution / PSU / Govt. run autonomous body, Society / OSEPA and or convicted by any court of law due to (a) Service or quality supplied (b) submission of fake or forged documents (c) submission of incorrect information/ suppression of vital information and facts / misrepresentation of quality certificates (d) non-performance or non-supply (e) any other reasons.
5. This is also certified that neither my-self nor my organization will be indulged in any corrupt practices so far as this bidding is concerned.

Authorized Signatory [In full and initials]**Name and Designation of Signatory with Date and Seal:****Address of the Bidder**

(In Bidder's letter Head)

[Location, Date]

To:

The District Project Co-coordinator
Samagra Shiksha, DEOGARH

Undertaking / Declaration

1. I, _____ Son / Daughter / Wife of Shri _____
Proprietor / Director/
Authorized Signatory of the bidder, mentioned above, am competent to sign this declaration and execute this bid document;
2. I/we have carefully read and understood all the terms and conditions of the BID document and undertake to abide by them.
3. 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 BID at any stage besides liabilities towards prosecution under appropriate law.
4. I/we also certify that our firm has not been under liquidation, court receivership or similar proceedings and not declared bankrupt under the Insolvency Acts and other similar acts.
5. This is also certified that neither my-self nor my organization will be indulged in any corrupt practices so far as this bidding is concerned.

Authorized Signatory [In full and initials]**Name and Designation of Signatory with Date and Seal:****Address of the Bidder**

Technical Specification of Sanitary Napkin Incinerator for Schools submitted by Bidder

Sl No	Parameter	Technical Specification
1	Brand	
2	Type	
3	Mounting	
4	Loading	
5	Burning capacity/day	
6	Burning capacity/Cycle	
7	Burning cycle	
8	Cycle Time	
9	Dimensions	
	L	
	H	
	W	
	Material	
10	Gross Weight	
11	Chamber Size	
12	Burning temp	
13	Heater wattage	
14	Heater Type	
15	Insulation	
16	Door	
17	Digital display	
18	Auto cut-off	
19	Smoke Control Unit	
20	Carbon Filter	
21	Blower type	
22	Blower Ratings	
23	Exhaust Pipe	
24	Exhaust Pipe Length	
25	Lock	
26	Powder Coating	
27	Power Chord	
28	Power Chord Length	
29	Packaging	
30	Electrical Safety	
31	Accessories with machine	
32	Pre dispatch Inspection	
33	Bidder	
34	Certificate	
35	scope	
36	Local Participation	
37	Warranty	
38	Toll free no	
39	Local Serviced Centre	
40	Installation & Commissioning	
41	Work Experience	
42	Production Capacity	



Technical Specification of Sanitary Napkin Vending Machine for Schools submitted by Bidder

Sl No	Parameter	Technical Specification
1	Item	
2	Type	
3	mounting	
4	product row	
5	storage capacity	
6	Dimensions	
	L	
	H	
	W	
7	Material	
8	Gross Weight	
9	Machine Orientation	
10	Vending Mechanism	
11	Coin acceptable	
12	Physical stock window	
13	Digital display for stock	
14	Auto rejection on empty stock	
15	Voice Assistance	
16	Battery Backup	
17	Battery Type	
18	INSTRUCTION	
19	Napkin Type	
20	Lock	
21	Hygiene	
22	Powder Coating	
23	Power Chord	
24	Power Chord Length	
25	Packaging	
26	Electrical Safety	
27	Accessories with machine	
28	Pre dispatch Inspection	
29	start-up/msme exemption	
30	Certificate	
31	Scope	
32	Warranty	
33	Toll-free no	
34	Local Serviced Centre	
35	Installation & Commissioning	
36	Work Experience	
37	OEM/Bidder Production Capacity	



COVERING LETTER**(In Bidder's Letter Head)**

[Location, Date]

To**The District Project Co-coordinator,
Samagra Shiksha, Deogarh****Subject: Supply of Incinerator and / Vending Machines to schools of Deogarh District. –
FINANCIAL PROPOSAL**

Madam/Sir

I, the undersigned, offer to Supply of Incinerator and / Vending Machines to schools of DEOGARH District in accordance with your Tender Call Notice No. _____, Dated: _____. Our attached Financial Proposal is for the sum of Rs. _____ [Insert amount(s) in words and figures*].

The quoted rate is inclusive of cost of the Incinerator and / Vending Machine, transportation cost up to school point & installation, commissioning, supervision and demonstration of equipments (incinerator and / vending machine) at school level, and all other charges/levies/duties. I do hereby undertake that, in the event of acceptance of our bid, the supply shall be made in respect to the terms and conditions as stipulated in the BID document.

Our financial proposal shall be binding upon us subject to the modifications resulting from contract negotiations, up to expiration of the validity period of the proposal of <90> days from the date of opening of the Financial bid. I have carefully read and understood the terms and conditions of the Bid document and do hereby undertake to provide the article accordingly.

I understand that you are not bound to accept any proposal you receive.

I remain,

Yours faithfully,

Authorized Signatory [In full and initials]

Name and Designation of Signatory with Date and Seal:

Address of the Bidder:

- Amount must match with the one indicated in FIN-2.



(In Bidder's Letter Head)

Name of the Equipment	Rate Per Equipment in Rs	Approximate Total Number of machines	Total (in Rs.)
1	2	3	4 = 2X3
Incinerator (Maximum cost should be Rs. 20,000/- per unit including all taxes, transportation to School points and internal electrification if any)			
Vending Machine (Maximum cost should be Rs. 10,000/- per unit including all taxes, transportation to School points and internal electrification if any)			
Total			

* The quoted rate is inclusive of cost of the Incinerator and / Vending Machine, Electrification cost, transportation cost up to school point and all other taxes /charges/levies/duties like GST etc. & installation, commissioning, supervision and demonstration of equipment's (incinerator and vending machine) at school level,

NB: The rate per piece may be quoted up to two decimal points.

Place: BIDDER'S OFFICIAL SIGNATORY

Date: Name & Designation with Rubber Stamp/
Official Seal of the Firm.



Bank Guarantee Format for Furnishing EMD

To,

The District Project Coordinator,
Samagra Shiksha, DEOGARH

WHEREAS _____ (Name and address of the tenderer) (hereinafter called "the Tenderer") has submitted their offer dated _____ for Supply of Incinerator and / Vending Machines to schools of DEOGARH District against the purchaser's Notice inviting tender No _____ dated _____

KNOW ALL MEN by these presents that We _____ of _____ having our registered office at _____ (hereinafter called the "Bank") are bound unto the District Project Co-coordinator, Samagra Shiksha _____ (hereinafter called "purchaser") in the sum of Rs. _____/- for which payment will and truly to be made to the said Purchaser, the Bank binds itself, its successors and assigns by these presents.

Scaled with the Common Seal of the said Bank this _____ day of _____ 2025

THE CONDITIONS OF THIS OBLIGATION ARE:

1. If the Tenderer withdraws or amends, impairs or derogates from the tender in any respect within the period of validity of this Tender.
2. If the tenderer having been notified of the acceptance of its tender by the Purchaser during the period of its validity:-
 - a) If the tenderer fails to furnish the performance security for the due performance of the contract
 - b) Fails or refuses to accept / execute the Contract.

WE undertake to pay the Purchaser up to the above amount upon receipt of its first written demand, without the Purchaser have to substantiate its demand, provided that, in it's demand the purchaser will note that the amount claimed by it is due to it owing to the occurrence of one or both of the two conditions, specifying the occurred condition or conditions.

This guarantee will remain in force up to _____ and including 45 days after the period of tender validity and any demand in respect thereof should reach the Bank not later than the above date.

Our _____ *branch at _____ (name and address of the _____ *branch) is liable to pay the guaranteed amount depending on the filing of claim and any part thereof under this bank guarantee only and only if you serve upon us at our _____ *branch. A written claim or demand and received by us at our _____ *branch on or before dated _____ otherwise bank shall be discharged of all liabilities under this guarantee thereafter.

(Signature of the authorized officer of the Bank)

(Name & designation of the officer)

Seal, name, date & address of the bank and address of the branch



PERFORMANCE BANK GUARANTEE FORMAT

To,

**The District project Coordinator,
Samagra Shiksha, DEOGARH**

WHEREAS _____ (Name and address of the supplier) (hereinafter called "the supplier") has undertaken, in pursuance of contract No _____ dated _____ for Supply of Incinerator and / Vending Machines to schools of DEOGARH District (herein after called "the contract").

AND WHEREAS it has been stipulated by you in the said contract that _____ the supplier shall furnish you with a bank guarantee by a scheduled commercial bank recognized by you for the sum specified therein as security for compliance with its obligations in accordance with the contract;

AND WHEREAS we have agreed to give the supplier such a bank guarantee;

NOW THEREFORE we hereby affirm that we are guarantors and responsible to you, on behalf of the Consultant, up to a total of _____ (amount of the guarantee in words and figures), and we undertake to pay you, upon your first written demand declaring the consultant to be in default under the contract and without cavil or argument, any sum or sums within the limits of (amount of guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified there in.

We hereby waive the necessity of your demanding the said debt from the consultant before presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the contract to be performed there under or of any of the contract documents which may be made between you and the consultant shall in any way release us from any liability under this guarantee and we hereby waive notice of any such change, addition or modification.

This performance bank guarantee shall be valid until the _____ day of _____, <Year>

Our branch at * _____ (Name & Address of the Bank) is liable to pay the guaranteed amount depending on the filing of claim and any part thereof under this Bank Guarantee only and only if you serve upon us at our _____ *branch a written claim or demand and received by us at our _____ *branch on or before Dt. _____. Otherwise bank shall be discharged of all liabilities under this guarantee thereafter.

.....
(Signature of the authorized officer of the Bank)

Name and designation of the officer
.....

Seal, name & address of the Bank & Branch

*Preferably at district head quarter.

