



“ପ୍ରାଣୀ ଧନର ଭଲଟି, ଚାଷୀଙ୍କ ପ୍ରଗତି”

ଜିଲ୍ଲାମୁଖ୍ୟ ପ୍ରାଣୀଚିକିତ୍ସା ଅଧିକାରୀଙ୍କ କାର୍ଯ୍ୟାଳୟ, ଗଜପତି, ପାରଳାଖେମୁଣ୍ଡି  
**OFFICE OF THE CHIEF DISTRICT VETERINARY OFFICER, GAJAPATI**  
PO/PS- Paralakhemundi, Gajapati, Odisha, 761200, Contact No. 06815- 222325  
E- Mail Office: cdvogajapati@yahoo.in , CDVO: [cdvo-gajapati@gov.in](mailto:cdvo-gajapati@gov.in)

**Bid Reference No. 4237/CDVO, Gpt**

**Dt. 18.12.2023**

**EXPRESSION OF INTEREST (EOI) FOR WALL PAINTING AT GP LEVEL**  
**FOR GAJAPATI DISTRICT FOR THE YEAR 2023-24**

**Maximum Tender Value: Rs.11,92,000/-**

Expression of interest (EOI) is hereby invited by the CDVO, Gajapati from the intending bidders / reputed firms for Wall Painting work at GP Level. All implemented under Veterinary sector in **Gajapati** District for the year 2023-24.

**Date & Time of Opening of Bids**

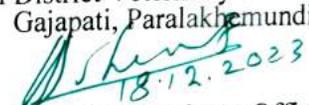
**: 27.12.2023, 4.00 PM**

**Place for Opening of Documents**

**: Office Chamber of the  
Chief District Veterinary Officer,  
Gajapati, Paralakhemundi**

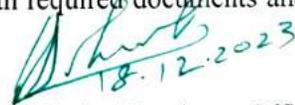
**Address For Communication  
For Receipt of Bid Document**

**: Chief District Veterinary Officer,  
Gajapati, Paralakhemundi**

  
18.12.2023  
**Chief District Veterinary Officer,  
Gajapati, Paralakhemundi**

**GENERAL INSTRUCTIONS TO BIDDERS**

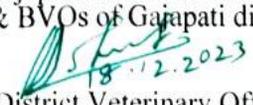
- The EOI documents must be submitted through registered post/ Speed Post service/Directly put in to drop box latest by 26.12.2023, 04.00 PM.
- Any tender received after the due date & time will be rejected and this Office shall not be responsible for any postal delay.
- The EOI should reach in sealed cover with super scribing with EOI for Wall Painting under IEC schemes of CDVO, Gajapati.
- The bidders or their duly authorized representatives may remain present during the opening of tender. However, their absence will not debar them from participating in the bidding process.
- The interested bidders can download the entire Tender Document from the website <https://Gajapati.nic.in> and submit the tender paper along with required documents and all the required fees.

  
18.12.2023  
**Chief District Veterinary Officer,  
Gajapati, Paralakhemundi**

**Memo No.:- 4237(18)/CDVO, Gajapati**

**Date:- 18.12.2023**

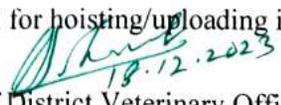
Copy to the Notice board of Collectorate Gajapati /Zilla Parisad Gajapati/Chief District Veterinary Officer, Gajapati/ Sub-Collector Paralakhemundi/All BDOs & BVOs of Gajapati district for wide publicity.

  
18.12.2023  
**Chief District Veterinary Officer,  
Gajapati, Paralakhemundi**

**Memo No.:- 4239 /CDVO, Gajapati**

**Date:- 18.12.2023**

Copy forwarded to the District Information Officer, NIC Gajapati for hoisting/uploading in the District NIC Portal for wide publicity.

  
18.12.2023  
**Chief District Veterinary Officer,  
Gajapati, Paralakhemundi**

**ELIGIBILITY CRITERIA (SELF ATTESTED DOCUMENTS REQUIRED TO BE SUBMITTED):**

1. The bidder/Agency must be a registered company under the Indian Companies Act or registered individual / Partnership firm or Proprietorship firm.
2. The bidder/Agency should have valid GST registration of Odisha State for legally carrying out its business activities with up-to-date return filling copies.
3. The bidder/Agency should have a valid PAN. The bidder shall provide the details of the ownership of the company.
4. The bidder/ Agency should have a local office in State of Odisha.
5. The bidder/ Agency should submit its Profile. (**Annexure-I**).
6. Minimum 2 years of experience in Wall painting in Govt. / PSUs (Work order to be furnished)
7. The bidder must not have been barred or blacklisted by any State / Central Government Departments / Govt. Agencies or any PSUs (An Affidavit to this effect shall be furnished).
8. The Agencies should not have indulged in any criminal offence (An Affidavit to this effect shall be furnished).
9. The bidder should have a minimum turnover of Rs.90 Lakh in each year for three years (i.e. FY 20-21, FY 21-22, FY 22-23). The bidder must submit annual turnover certificate of five financial year duly certified by C.A (indicating the membership no. of C.A. with Seal) ending on 31.03.2023 (**Annexure -II**) with audited balance sheet of last three financial years & the income tax return filling of said three financial years.
10. The company / agency should have a positive Net worth certified by C.A of last 3 Financial years.
11. The agency must have been empanelled by Any Govt. department as a Media Advertisement Agency / Wall painting Agency.
12. The bidder should have valid up-to-date TAX (Income Tax & GST) return certificate.
13. The bidder shall deposit an amount of **Rs. 500/- (Rupees Five Hundred only)** toward cost of BID processing fee (non-refundable) **in shape of Account payee demand draft/ online transfer.**
14. Rate should be quoted in Indian Currency with paisa in two decimals only against each item as payments will be made in Indian currencies only.
15. An amount of **Rs.25,000/- (Rupees Twenty five thousand)** towards **EMD/BID security** through Account payee demand draft drawn in favour of the Chief District Veterinary Officer, Gajapati payable at SBI, Main branch, Paralakhemundi details of which as mentioned below need to be submitted along with the bid documents. The BG form should have validity of at least 45 days beyond the BID Validity period. The bid security will be returned to unsuccessful bidders without interest. The BID security of successful bidders will be adjusted during the collection of performance security (**@ Rs.75000/-**). EMD may be forfeited if they withdraw or modified their bids / violate the terms & conditions of EOI.

**Chief District Veterinary Officer, Gajapati**

**Account No: 11304875831**

**IFSC: SBIN0000151**

16. The tender documents should be clearly written /typed without any correction, Interpolations and overwriting. Each page of the tender document should bear the dated signature of the bidder and should be clearly numbered.
17. If any information or documents furnished by the bidder found to be misleading/incorrect at any stage, their tender will be rejected.
18. The quoted rates should be final and shall not be subject to any escalation during the validity of the bid.
19. All legal disputes, if any relating to purchase etc. are subject jurisdiction in the courts of law situated at Gajapati,Paralakhemundi or Hon'ble High Court of Odisha.

  
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20.If the approved lowest eligible bidder(L1 bidder) fails to execute the work within the stipulated period the Tender Inviting authority reserves the right to place the order to the L2 bidder, if agreed to execute the work at L1 approved rate.

21. The Payment to the agency on the assignment will be made by assigning authority office for the delivers submitted by the agency and as per the prevailing approved rates of Directorate of Animal Husbandry & Veterinary Services Department, Govt. of Odisha Letter No. 16480, Dt. 09.11.2023 after successful completion of the assignment along with the GST bill.

*The authority reserves the right to accept /reject all the bids or any part of it without assigning any reason thereof.*

**SPECIFICATION OF WALL PAINTING :-**

- ❖ Size 08ft X 05ft Colour.
- ❖ Colour Background as per designed by Director, Animal Husbandry & Veterinary Services, Odisha, Cuttack.
- ❖ Multicolour painting with weather coat paint.

**Documents to be submitted**

Sl No	Document type (To be self-attested and numbered)
1	Forwarding letter in the pad of the firm with check list of following Documents
2	Tender processing fee as mentioned above
3	Earnest Money Deposit (EMD or BID security fee) of <b>Rs.25000/-</b> ..
4	Details name, address, telephone, no Fax, e-mail of the firm in the format <b>Annexure-I</b>
5	Copy of PAN CARD & GST registration certificate.
6	Copy of latest GST payment receipt.
7	Copy of last three years audited balance sheet
8	Copy of last three years IT return
9	Bank guarantee format for Performance Security for <b>Rs.70000/-</b>
10	Proof of registered Office in Odisha
11	Declaration for not being blacklisted by any Govt. institution.
12	FINANCIAL CAPABILITY OF THE AGENCIES:(Annexure-II)
13	Financial Bid covering letter (in Bidder's Letter Head):Annexure III
14	Copy of 1 <sup>st</sup> page of bank pass book or a cancelled cheque as proof of Bank account details.

- ❖ The Price Bid should be quoted inclusive of insurance, packing forwarding, transportation installation and inclusive of GST (mentioned separately) if any.
- ❖ The bid shall be valid for a period of 180 days from the date of opening of the bid.
- ❖ The quoted rates shall be final and shall not be subject to any escalation during the bid validity period.

  
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**DECLARATION**

1. I..... Son/ Daughter/ Wife of  
Shri..... Proprietor/ Partner/ Director/ authorized  
signatory of the agency mentioned above state that I am competent to sign this declaration  
and execute this tender documents.
2. I have carefully read and understood all the terms and conditions of the tender and undertake  
to abide by them.
3. The information/ documents furnished along with the above application are true & authentic  
to the best of my knowledge and belief. I/ We do hereby undertake that furnishing of any  
false information/ fabricated document would lead to rejection of my tender at any stage  
besides accruing of liabilities towards prosecution under appropriate law.

**Place**  
**Date**

**Signature of Authorized person**  
**Full Name:**  
**Seal**

  
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**DECLARATION for not being black listed**

I/We.....( Name & Designation) having My/our firm at..... do hereby declare that I/We have carefully read all the terms & conditions of tender of the Chief District Veterinary Officer, Gajapati Odisha, to execute the wall painting work at GP level of Gajapati District. I will abide with all the terms & conditions set for in the tender paper Reference no.....

I/We do hereby declare that, I/We have not been de-recognized/ debarred/ blacklisted by any State Govt./ Union Territory/ Govt. of India/Govt. organization/ Govt. Veterinary institutions for supply on Non-Standard Quality (NSQ) items/ part-supply/non-supply.

That, I am not a defaulter in execution of any assigned work of Chief District Veterinary Officer, Gajapati, Paralakhemundi Odisha, or any other indenting officers of the State of Odisha after being Lowest responsive bidder in past three years.

I/We do hereby declare that I/We will execute the work the as per the terms, conditions & specifications of the tender documents. I/We further declare that my/our performance security deposit will be forfeited if I/we fail to execute the assigned work after getting the work order from the authority abiding to all the terms & conditions set for in the bid document.

I/We agree that the Tender inviting Authority can debar/ blacklist me/us for period of 3 years. If, any information furnished by us is proved to be false at the time of inspection/ verification and is not complying with the Tender terms & conditions.

Signature of the bidder:

Date :

Name & Address of the Firm:

Affidavit before Executive Magistrate/Notary Public:

  
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**DETAILS OF THE BIDDER**

(Annexure-I)

Sl.No	Description	Full Details
1	Name of the Bidder	
2	Address for Communication: Tel: Fax: Emailid:	
3	Name of the authorized person signing & submitting the bid on behalf of the bidder: Mobile No: Email id:	
4	Registration / Incorporation Details Registration No: Date & Year:	
5	Local office In Odisha Please furnish contact details	
6	Bid Processing Fee Details Amount: BC/DD No: Date: Name of the Bank:	
7	PAN Number(Copy)	
8	Goods and Services Tax Identification Number (GSTIN) Registration Certificate	
9	Whether accept all the terms and conditions as specified In the RFP	
10	Proof of Ownership of AGENCIES	

Authorized Signatory [In full and initials]:

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Name and Designation with Date and Seal:

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**FORMAT FOR FINANCIAL CAPABILITY OF THE AGENCIES: (Annexure-II)**

Sl. No.	Financial Year	Annual Turnover (In INR)
1	FY 2020-21	
2	FY 2021-22	
3	FY 2022-23	
	Average Annual Turnover	

Enclose certificate issued by Chartered Accountant stating the details of Annual turnover during the above financial years along with audited financial statement.

  
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## COVERING LETTER

(In Bidder's Letter Head)

To

The Chief District Veterinary Officer, Gajapati, Paralakhemundi

Sub:- Expression of Interest for selection of an Agency for Wall painting

Sir,

Having gone through the Tender document we are pleased to quote the following  
Cost of Wall painting for the Assignment.

Specification of Wall Painting	Quantity	Offer price for each wall painting Inclusive of GST (Amount in Rs.)	Total Amount Inclusive of GST ( in Rs.)
-Size 08ft X 05ft -Colour Background as per designed by Director, Animal Husbandry & Veterinary Services, Odisha, Cuttack. -Multicolour painting with weather coat paint.	149		

Yours faithfully,

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

Place: .....

Date: .....

(Sign and Seal of Authorized Representative)



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# PERFORMANCE BANK GUARANTEE FORMAT

To

**The Chief district Veterinary officer, Gajapati, Paralakhemundi**

**WHEREAS** \_\_\_\_\_ (Name and address of the Service Provider) (hereinafter called "the Service Provider") has undertaken, in pursuance of Contract No. \_\_\_\_\_ dated \_\_\_\_\_

to undertake the service .....

**AND WHEREAS** it has been stipulated by CDVO Gajapati, Paralakhemundi in the said contract that the Service Provider 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 Service Provider such a bank guarantee;

**NOW THEREFORE** we hereby affirm that we are guarantors and responsible to you, on behalf of the Service Provider up to a total of Rs.75000/- (Rupees Seventy five thousand) only, and we undertake to pay you, upon your first written demand declaring the Service Provider 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 therein.

We hereby waive the necessity of your demanding the said debt from the Service Provider 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 Service Provider 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**

  
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