



Confidential

ଜିଲ୍ଲାପାଳଙ୍କ କାର୍ଯ୍ୟାଳୟ, ଗଜପତି, ପାରାଲକ୍ଷେମୁଣ୍ଡି  
COLLECTORATE, GAJAPATI, PARALAKHEMUNDI

L.No. ୭୫୭/SW

(ସମାଜ ମଙ୍ଗଳ ବିଭାଗ)

Date. 23/04/2025

**TENDER CALL NOTICE**

Scaled Tenders are invited in the prescribed forms from the Intending Registered Transporting Contractors/ Agents having valid Agent License for undertaking transportation of food staff (Rice & Wheat) under SNP & SAG feeding programmes from FCI Depots to different AWC/SHG (THR making) points of Gajapati District during the year 2025-26. The tenders shall be received by the DSWO, Gajapati or any officer authorized by her till 1PM. of 07/05/2025 and will be opened on the same day i.e. 07/05/25 at 4:30 P.M. office chamber of Collector, Gajapati by the tender committee in the presence of the tenderers or their authorized Agents.

The details of tender papers along with all necessary documents, EMD along with non-refundable DD amounting to Rs. 5,000/- for the cost of tender paper payable at State Bank Of India, Paralakhemundi, Gajapati, Tender documents can also be downloaded from the website "<http://gajapati.odisha.gov.in>". The cost of tender paper is not refundable. The tender has been invited under two bid systems i.e., Technical Bid & Financial Bid. The intending transport agent must submit two separate sealed envelopes super scribing "Technical bid for undertaking transporting of foodstuff under SNP & SAG for the year 2025-26 and financial bid for under taking transportation of foodstuff under SNP & SAG for the year 2025-26. Both sealed envelopes should be kept in a third sealed envelope super-scribing "Sealed Tender for undertaking transportation of foodstuffs under SNP & SAG Programmes for the year 2025-26, addressed to DSWO, Gajapati by Registered Post/ speed post to reach the office before the date & time fixed. The Tender received beyond the date and time mentioned above shall not be taken into consideration under any circumstances.

The Collector, Gajapati reserves the right to accept or reject the tender fully or modify fully or partially or cancel the entire tender process without assigning any reason thereof.

  
Collector, Gajapati

Memo No. 748/SW

Date. 23/04/2025

Copy to the Notice Board of DSWO, Gajapati and Collectorate, Gajapati.

Memo No. 749/SW

Collector, Gajapati  
Date. 23/04/2025

Copy to CDO cum EO, Zilla Parishad, Gajapati/ Sub Collector, Paralakhemundi/ All BDOs/All CDPOs of Gajapati District for information and wide publicity in their Notice Board.

Memo No. 750/SW

Collector, Gajapati  
Date. 23/04/25

Copy to District information and Public Relation Officer, Gajapati with a request to publish the Tender Call Notice in prominent one Oriya daily News paper (SAMAJ) in one section only for wide publicity as per the lowest approved rate to due to availability of limited funds. "Sealed tender in prescribed format are invited from Regd. Transport consultancy/agent having valid license for under taking transportation of food stuff (Rice & Wheat) under SNP & SAG feeding programme from FCI depot to different AWC/SIIG for the year 2025-26. Details can be downloaded from dist website "<http://gajapati.odisha.gov.in>".

Memo No. 751/SW

Collector, Gajapati  
Date. 23/04/2025

Copy to DeGM, Collectorate, Gajapati for information and necessary action. He is requested to upload the Tender Call Notice & tender paper in the District website.

Memo No. 752/SW

Collector, Gajapati  
Date. 23/04/2025

Copy forwarded to the Director, ICDS & SW, Women and Child development department, Orissa, Bhubaneswar for favour of information.

Collector, Gajapati



**DETAILED TENDER NOTICE**  
**FOR**  
**ENGAGEMENT OF TRANSPORTING AGENT**  
**FOR TRANSPORTATION OF FOODSTUFF UNDER SNP &**  
**SAG for the year 2025-26, DIST. GAJAPATI**



**DETAILED OF TERMS AND CONDITIONS FOR ENGAGEMENT OF TRANSPORTING  
AGENT FOR TRANSPORTATION OF FOODSTUFF (RICE & WHEAT) UNDER SNP &  
SAG FOR THE YEAR 2025-26, Dist. Gajapati.**

1. Sealed Tenders in the prescribed form are invited from the intending Transporting Contractors/ Agents having valid Agent License for undertaking transportation of food stuff (Rice & Wheat) under Supplementary Nutrition Programme (S.N.P & SAG) from different Depots to different AWC/SHG (THR Chhatua Unit) points of Gajapati District during the year 2025-26. The approximate quantity of foodstuff is to be handled and its total approximate value is in the Annexure-II.
2. The tender will be received by the DSWO, Gajapati on behalf of Collector, Gajapati till 1:30 P.M. of 7/05/25 and will be opened on the same day at 1:30 P.M. by the Tender Committee in the presence of tenderers or their authorized representatives.
3. The tender paper alongwith the details of terms and conditions, earnest money deposit etc. can be obtained only from the office of **District Social Welfare Officer, Paralakhemundi, Dist. Gajapati** payable at **SBI, Paralakhemundi** the DSWO, Gajapati on deposit of cost of Tender Paper. The cost of tender paper i.e. of **Rs.5,000/- (Rupees Five Thousand)** only should be deposited in the form of bank draft drawn in favour of DSWO, Gajapati, Paralakhemundi payable at any Nationalised Bank, during office hours on working days. Tender documents can also be downloaded from the website "<http://www.gajapati.odisha.gov.in>". The cost of tender paper is not refundable.
4. The tender completed in all respect may be sent in two bid system i.e. Technical Bid & Financial Bid sealed cover super scribing "**TENDER FOR ENGAGEMENT OF TRANSPORTING AGENT**" to the address of DSWO, Gajapati by Registered/Speed Post so as to reach the office on or before the date & time fixed. The Tender received beyond the date and time mentioned above shall not be taken into consideration under any circumstances.
5. The rate of transportation shall be within the Govt. ceiling price of Rs.150/- (Rupees One hundred fifty) only per Quintal.
6. No individual, company, firm, corporation shall participate in the tender process unless he obtains or possesses Valid all Odisha Agent's License under OMV (Licensing of Agents) Rules. 1990.

7. The tenderer or any of his family members should not be storage agent/Millet agent/Retailer of PDS rice. An affidavit of the said effects is to be furnished along with the tender paper.
8. The successful Tenderer shall be required to lift food stuff(Rice/Wheat) under SNP & SAG from FCI Godowns as per release order issued by FCI/OSCSC and transport the same to different AWC/SHG (THR Chhatua making) points/AWC as per the direction of the Collector / DSWO within the specified period.

It is the responsibility of Transporting Contractor/Agent to lift the rice/wheat from the FCI Depots on proper weightment and to deliver the same to the AWCs/SHG (THR making)/AWC points on proper weightment and in no case short supply of delivery shall be allowed. The Transporting Agent will be held responsible for making delivery of stock at the desired point and no request for relief/concession shall be entertained in case of shortage or damage noticed, if any during transit. The cost of shortage will be borne by the Transporting Agent. There shall not be any change both in quality & quantity of food grains. The quality & quantity of the food materials being transported may be inspected by the Govt. officials authorized by the Collector, Gajapati during transit and also at delivery points. If any misappropriation is discovered during inspection or otherwise, penalty shall be imposed which would be equivalent to 10 times of the cost of misappropriated foodgrains apart from initiating criminal case under the relevant law.

9. The tenderer should have minimum Five trucks standing in his Firm name/ own / partner/Leasehold by the tenderer. List of trucks owned by the tenderer with up-to-date documents (Xerox copy duly attested) shall be furnished alongwith the tender papers.
10. The Transporting Agent should carry an electronics weighing machine duly certified by the Weight & Measurement Deptt., and weigh the stock at the delivery point in front of the Janch Committee/Mothers Committee as the case may be and expenditure incurred to that effect will be borne by the Transporting Agent.
11. The successful tenderer shall be required to lift the foodstuff under SNP from FCI depots to AWCs/SHG (THR making) points within the stipulated period or as to be directed by the Collector, Gajapati from time to time.
12. The successful tendere shall deliver the stock through challans to be maintained in triplicate, first copy to be handed over to the C.D.P.O of the concerned I.C.D.S., 2<sup>nd</sup> copy to be kept to attach with the bill and 3<sup>rd</sup> copy for book paste in the challan book.

13. After completion of distribution of rice/wheat, the successful transporter shall submit AWC/SHG point wise distribution list indicating Challan No., date of supply and quantity supplied. The C.D.P.O of the concerned I.C.D.S shall compile the distribution list with the delivery challans received on daily basis.
14. Payment shall be made within one month from the date of receipt of bills complete in all respect along with a certificate indicating the quality and total quantity of stock distributed. The payment will be made subject to availability of funds and no interest will be paid for any delayed payment. No advance payment will be made.
15. If the Transporting Agent/Contractor fails to transport the foodstuff within the time limit, then the DSWO will take immediate steps to transport the same by other means and the extra cost incurred will be recovered from the pending bill/EMD of the Transporting Agent.
16. The Tender paper shall be filled up properly and legibly without any correction/overwriting. The rate and units shall be written both in words and figures in the tender and should be serialized. The rate quoted should be final and the tenderer shall not be allowed to change the same under any circumstances and it should be valid for the year 2025-26.
17. Telegraphic tender and conditional tender will not be accepted.
18. Payment shall be made against submission of bills on completion of delivery of stock as per the orders of competent authority on production of printed serially numbered delivery challans duly acknowledged by the recipient of stock to whom it concerned, and as per approved rate incorporated in the agreement. The Collector, Gajapati reserves the right to deduct and adjust any amount found recoverable towards loss and damage or both.  
The payment is subject to availability of allotment. No advance payment will be made.
19. The successful tenderer shall have to enter into an agreement with the Collector, Gajapati as per the terms, conditions specified in the agreement forms, at his/their own cost within 15 days of the intimation of acceptance of his/their tender.
20. The authority may terminate the contract for violation of terms of agreement at any point of time or for any other reason to be recorded in writing.
21. In case violation of the terms & condition of tender, the concerned Transporting agent can be booked under IPC, Essential Commodities Act, Prevention of Food Adulteration Act and Prevention of Black Marketing Act.
22. The Collector, Gajapati reserves the right to accept or reject the tender fully or modify fully or partially or cancel the entire tender process without assigning any reason thereof.

23. Tenderers must submit affidavit either from Executive Magistrate or from Notary stating that they have never been black listed by any Govt. agency at any point in the past.
24. No request for enhancement of approved rate shall be entertained during the term of agreement.
25. The Financial Bid (Annexure-I) will be opened after qualifying the Technical Bid (Annexure-III). I do agreed to abide by the above Term and condition.

Signature of the Tenderer

Date

  
Dist. Social Welfare Officer,  
Gajapati

**Documents to be submitted for Technical Bid :-**

1. Attested copy of recent solvency certificate (issued for the year 2024-25) for Rs.30,00,000/- (Rupees Thirty lakh) only issued by the competent Revenue authority should be furnished alongwith the tender paper failing which the tender paper will be liable for rejection. No Bank solvency should be entertained.
2. Attested xerox copy of certificate from District Collector / Any Govt. / Semi Govt. Organisation etc. about past experience and performance if any in handling transporting work will be furnished alongwith the tender papers. Accepting authority shall have the right not to accept the tender of firms/parties who have not performed satisfactorily in preceding year(s) under Govt. of Orissa.
3. Earnest money Rs. 5,00,000/- (Rupees five lakh) only in shape of National Savings Certificate/ Term Deposit duly pledged in favour of **Collector, Gajapati** shall be furnished alongwith the tender papers. Tender papers without earnest money will be liable for rejection. Cash/Cheque and Bank draft shall not be accepted. No tenderer shall be allowed to withdraw his EMD until the tender is finalized. In case the successful tenderer refuses to transport after acceptance of his tender, earnest money deposited by him will be liable for forfeiture.
4. The successful tenderer will be required to furnish a Bank Gurantee for 5,00,000/- (Rupees five lakh) only as security money for period of contract, from the date of signing the agreement by Collector, Gajapati.
5. Attested xerox copy of Income Tax return certificate for last 03 years & attested photocopy of the Pan card of the propairator / regd. Certificate of firm must be furnished alongwith the tender.
6. The details of tender call notice shall be submitted with tender duly signed by tenderer as a token of acceptance of the terms and conditions.
7. Firms/persons having adverse records will not be entertained. An affidavit in regard to non involvement in any criminal proceedings should be furnished by the tenderer.
8. List of trucks owned by Tendere.
9. Original Tender document in Annexure - I & III.

**Document to be submitted for Financial Bid**

**ANNEXURE - I**

**TENDER SCHEDULE FOR TRANSPORTING OF FOODSTUFF**  
**UNDER SNP FOR THE YEAR 2025-26**

I do hereby tender to execute the under mentioned description of work in accordance with conditions noted below in consideration of tender for payment being made for the quantities of foodstuffs transported at the rate specified in the following schedule.

Name of the Agency :  
Bank Name & Branch Name :  
SB A/c No. :  
IFS Code :

**SCHEDULE**

Schedule for transporting of feeding materials during the year 2025-26	Rate per Qntl. (in) Including all taxes
1	2
1. Transportation charges at flat rate irrespective of distance from FCI Point(s) to different AWC/SHG (THR making) points of Gajapati District including loading and unloading charges.	

Place :

Date :

**Signature of the Tenderer**  
**(With Seal)**  
**Full Name & Address**

**Documents to be submitted for Technical Bid**  
**ANNEXURE - II**

**Statement showing the approximate annual quantity and the cost of food stuff required to be transported**

Sl. No.	Name of the Scheme	Approximate quantity of foodstuff in Qtl. (Annual)	Approximate value of total foodstuff (Govt fixed rate)	Approximate value of transportation cost @150/quintal
1	SNP (Rice)	7000	2611000	1050000
2	SNP(Wheat)	7000	1535500	1050000
3	SAG (Wheat)	3700	1400000	555000
<b>TOTAL</b>		17700	5546500	2655000

**NATURE OF WORK AND PAYMENT**

1. The work is to be carried on with due diligence and in accordance with the instructions to be issued from time to time by the W&CD Deptt./ Collector, Gajapati / DSWO, Gajapati.
2. The bills will be submitted at least once in a month to the DSWO, Gajapati on completion of delivery of stock as per orders of the competent authority on production of printed serially numbered delivery challans duly acknowledged by the recipients of stock to whom it concerned with other documents for payment of dues. The Collector reserves the right to deduct and adjust any amount found recoverable towards loss or damage or both of the foodstuffs.
3. The Collector may terminate the contract for violation of terms of agreement.
4. Payment shall be made as per approved rates incorporated in the agreement.
5. No request for enhancement of approved rate shall be entertained during the term of agreement.
6. The Transporting Agent lifting foodstuff from FCI Depot will be liable to pay demurrage in case he fails to lift the stock within the stipulated time.

I do agreed to abide by the above Term and condition.

Signature of the Tenderer

Date

  
Dist. Social Welfare Officer,  
Gajapati

**Documents must be submitted with the Tender Papers (Technical Bid)**

Sl. No.	Particulars	Submitted in Sl. No.____ of Tender papers	Remarks
1	Name of the Tenderer in Capital letter		
2	Detailed Address for communication with mobile No & mail ID		
3	Valid transporting agent License No of the Tenderer (Exemption for SHG)		
4	Orginal Tender Paper duly filled and signed without any correction.		
5	Money receipt amounting to Rs.5000/- (D.D) in original support of purchase of Tender Papers.		
6	Attested copy of valid documents of Five nos. of Trucks.		
7	Affidavit (in Original) as required in para-7 of tender notice paper.(Not storage agent/Millet agent/Retailor of PDS rice)		
8	Attested copy of valid certificate of Registration [Sec Rule 5(1) of the carriage by Road Act, 2007 & Carriage by Road Rule, 2011]		
9	Attested xerox copy of Income Tax return certificate for last 03 years & attested photocopy of the PAN card of the proprietor / firm must be furnish alongwith the tender.		
10	EMD Rs.5,00,000/-in shape of NSC/TDR pledged in favour of Collector, Gajapati.		
11	Attested xerox copy of Recent Solvency Certificate of 30,00,000/- from competency Revenue Authority.		
12	Attested copy of past Experience Certificates, if any.		
13	Attested copy of the firm must be registred under office of the inspector General of Registration cum Registrar of Firms, Cuttack.		
14	Attested copy of Deed of Partnership, if the firm is a Partneship firm.		
15	Affidavit either from Executive Magistrate or from Notary in support of that He/She has no criminal background and the Agency is not black listed.		

N.B.- i. The documents msut be enclosed in sequence & serially numbered with sketch pen on the right top corner of the documents except in case of D.D.

ii. Authentic Attestation is required in above documents.

Place:

Date:

**Signature of the Tenderer  
(With Seal)**