



TENDER GALL NOTICE
for
REGIONAL LEVEL FARM MECHANIZATION MELA
2025-26

**"SUPPLY OF JUTE BAGS FOR REGIONAL LEVEL
FARM MECHANIZATION MELA 2025-26 "**

OFFICE OF THE CHIEF DISTRICT AGRICULTURE OFFICER, GAJAPATI

No. 6829

Date : 31.12.2025

**"SUPPLY OF JUTE BAGS FOR REGIONAL LEVEL FARM MECHANIZATION
MELA 2025-26"**

Name and Address of the Tender inviting Authority:

CHIEF DISTRICT AGRICULTURE OFFICER, GAJAPATI

Contact Person: CHIEF DISTRICT AGRICULTURE OFFICER, GAJAPATI

IMPORTANT DATES OF THE TENDER

Date of publication of Bid	31.12.2025	
Last Date & Time of Receipt of Bid Document	04.01.2026,	1.00 PM
Date & Time of Opening of Bid	04.01.2026,	4.00 PM
Mode of submission of tender	The bid must be submitted only to the address by Speed post or by person to this office	
Place for Opening of Documents	Office Chamber of the Chief District Agriculture Officer, Gajapati	


Chief District Agriculture Officer,

Gajapati

GENERAL TERMS AND CONDITIONS

1. The Quotation Inviting Authority working in the A&FE Department, Govt. of Odisha requires JUTE BAG (for participants of the ' REGIONAL LEVEL FARM MECHANIZATION MELA 2025-26' to be held in the Gajapati Stadium, Paralakhemundi from 06.01.2026 to 10.01.2026
2. Rate should be quoted in Indian Currency with paisa in two decimals including GST only against the item as the payments will be made in Indian currencies only.
3. The GST shall be charged as per the guide lines given by the Finance Dept., Govt. of Odisha/India from time to time.
4. The bidder should have valid PAN & GST registration.
5. The bidders can't withdraw their bid after accepting the Letter of Award.
6. The Quotation documents should be clearly written /typed without any confection, interpolations, and overwriting. Each page of the Quotation document should bear the dated signature of the bidder and should be clearly numbered.
7. If any information or document furnished by the bidder is found not be misleading / incorrect at any stage, the bid will be rejected.
8. The quoted rates should be final and shall not be subject to any escalation during the validity of the bid.
9. All legal disputes, if any relating to purchase etc. are subject to jurisdiction in the courts of law situated at Gajapati or Hon'ble High Court of Odisha.
10. If the approved lowest eligible supplier fails to supply items within the stipulated period the Quotation inviting authority reserves the right to procure the same from the L2/L3 supplies at LI rate, if they agree to supply at LI approved rate or negotiated rate and claim the performance security amount by invoking the right conferred in Banker's Guarantee form.
11. A representative sample for which the price is quoted by the bidder should mandatorily be submitted along with the bid document. In the absence of sample, the financial bid will not be opened.

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



31.12.25

**Chief District Agriculture Officer
Gajapati**

SCHEDULE OF REQUIREMENTS

Kit bag for farmer's participants in the Regional level Farm Mechanisation Mela 2025-26

Quantity Required 3800 pieces.

Bag should be of high-quality material and well stitched.

Should be decent looking.

Should have a minimum dimension of 15 inches long and 12 inches wide

Made up of Jute.

Should have fine durable inner liners and quality Zips.

Should have sturdy handles for carrying and detachable strap for hanging on the shoulders.

It has to be printed with Name of the Mela and logo and Mascot at the cost of the bidder (to be provided by the Quotation Inviting Authority to successful bidders).

A representative sample for which the price is quoted by the bidder should mandatorily be submitted along with the bid document. In the absence of sample the bid will not be opened.

Such samples submitted by bidder will be evaluated by the Quotation Evaluation Committee and marks will be awarded.

13. **Delivery**

The approved firm has to deliver 3800 nos. of Jute bag after printing of the name of the Mela with logo and mascot to the office of the Quotation Inviting Authority on or before Mela.

14. **Payment:**

After completion of delivery and all formalities mentioned above, 100% payment shall be made by the CDAO, Gajapati through electronic transfer/Cheque.

15. **Penalties:** Violation of any term and condition laid down as above shall make liable the bidder to have the forfeiture of performance security and to be blacklisted.

16. All legal disputes, if any relating to purchase etc., are subject to jurisdiction in the courts of law situated at Gajapati or the Hon'ble High Court of Odisha.


Chief District Agriculture Officer
Gajapati

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Documents type to be submitted

- 1 Forwarding letter in the pad of the firm with all the relevant a list of documents.
- 2 Details of name of the firm and address (Registered Office and Operating Branch)
Office:
Residence:
Mobile:
e-mail-Id:
- 3 Financial BID
- 4 Photo copy GST Registration number
- 5 Enclose Photo copy of PAN
- 6 Copy of Latest GST payment receipt
- 7 Declaration for not being black listed
- 8 Banks details: Bank Name, Account No. IFSC Code (Copy of Pass Book/ Cancelled Cheque)
- 9 Sample bag

All the Documents and sample should be deposited in sealed cover.

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 Quotation documents.
2. I have carefully read and understood all the terms and conditions of the Quotation
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 Quotation at any stage besides accruing of liabilities towards prosecution under
appropriate law.

Place

Date

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

Annexure-II

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 term & conditions of Quotation of the Chief district Agriculture Officer, Gajapati, Odisha for supply of Jute bags for 'Regional level Farm Mechanization Mela, Gajapati District. I will abide with all the term & conditions set for in the Quotation paper Reference No.....

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

That, I am not a defaulter in supply of any items to Chief District Agriculture Officer, Gajapati, Odisha, or any other indenting officers of the State of Odisha being Lowest responsive bidder in past three years.

I/We do hereby declare that I/We will supply the approved items as per the terms, conditions & specifications of the Quotation documents. I/We further declare that my/our performance security deposit will be forfeited if I/we fail to .supply any item after getting order from the purchaser. I/we further declare that we will supply the ordered items manufactured only by the manufacturers as mentioned in the bid documents.

I/We agree that the Quotation 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 Quotation terms & conditions.

Signature of the bidder

Date:

Name & Address of the Firm:

Financial Bid

Agency/ Firm Name:

Address:

Sl. No.	Name of the Item	Quoted Base Price per piece along with printing (in Rs.)	GST (in Rs.)	Total Price In Rs.	Total Price. For 3800 nns. (In Rs.)
1	Jute Bag				
Grand Total for 3800 nos.					

(Total Rupees _____)

N.B: The price quoted should include printing of Name of the Mela, dates and logo and Mascot of the Mela (to be provided by the Office to the Successful bidders).

Place:

Date:

Signature of Authorized Person

Full Name:

Seal