



ବନଖଣ୍ଡ ଅଧିକାରୀଙ୍କ କାର୍ଯ୍ୟାଳୟ, ପାରଳାଖେମୁଣ୍ଡି ବନଖଣ୍ଡ
**OFFICE OF THE DIVISIONAL FOREST
OFFICER, PARALAKHEMUNDI DIVISION**
E-mail - dfoparlakhemundi@odisha.gov.in



Bid Identification No. DFO-PKD-01/2026 Dated 30.04.2026

NOTICE INVITING TENDER

SL No.	Name of the Works	Procurement of Deer Mash for maintaining food supply chain in Taptapani Deer Park
1	Estimated Cost	Depending upon funds allocation
2	Period & time of completion	15 days from the date of issue of orders
3	Date & time of availability of the bid document in the portal	30.04.2026 to 14.05.2026
4	Last date/Time for receipt of bids in the portal	Up to 5.00 PM of 14.05.2026
5	Date & Time of bid opening	11.30 AM on dated 15.05.2026
6	Name & Address of the inviting Bid	Divisional Forest Officer, Paralakhemundi Forest Division, Pin-761200

Others can be seen from detailed Notice Inviting Tenders, Available in official webpage of Gajapati District & State Forest Department (<https://gajapati.odisha.gov.in> & <https://odishaforest.in>). Corrigendum if any, shall only be published in the above website.

Memo No. 2535 / Dated 30-4-2026 /

Copy submitted to Deputy Director (Adv) & Deputy Secretary to Govt. I & P.R. Department, Bhubaneswar with a request to publish the tender Notice in two Nos. of leading Odia Daily and in one English daily at an early date for wide circulation of the tender call notice. Since, the date of receipt of bids starts from dated 30.04.2026, it is requested that the "Invitation for Bids" may be published on or before dated 30.04.2026. The soft copy containing the above tender call notices (TCN) is enclosed herewith for the purpose. The complimentary copy of the News Papers containing the tender call notice may be sent to this Office for reference and record.


Divisional Forest Officer
Paralakhemundi Division



ବନଖଣ୍ଡ ଅଧିକାରୀଙ୍କ କାର୍ଯ୍ୟାଳୟ, ପାରଳାଖେମୁଣ୍ଡି ବନଖଣ୍ଡ
**OFFICE OF THE DIVISIONAL FOREST
OFFICER, PARALAKHEMUNDI DIVISION**
E-mail - dfo.parlakhemundi@odisha.gov.in



Bid Identification No. DFO-PKD-01/2026 Dated 30.04.2026

The Divisional Forest Officer, Paralakhemundi Forest Division invites Sealed Tender through offline, in Double Cover System, only in "OFFLINE" mode for Procurement of Deer Mash for maintaining the food supply chain of Taptapani Deer Park (Mini Zoo) from eligible Firms/Vendors/Suppliers registered with the State Government registered, Central Government/ M.E.S./Co-operative Societies/other Licensing Authorities for supply of the Deer Mash enlisted on production of definite proof from the appropriate authority. The bidders should have the following pre-requisite for supply of the articles as mentioned below.

PRE- REQUISITE FOR SUPPLY OF MATERIALS

1. The Bidders/ Vendors/ Suppliers should have valid GST Registration with the competent authority.
2. The bidders/ Vendors/ Suppliers should have Permanent Account Number (PAN) registered with competent authority.
3. The Bidders must submit a proof of identify (Voter ID , Adhar card, Driving License).
4. The Bidders/ Vendors/ Suppliers have authorization from the concerned Dealer/ Firm/ Company to supply the goods/ material.
5. The Bidders/ Vendors/ Suppliers must have a valid Bank Account Number in any Bank.
6. The Bidders/ Vendors/ Suppliers must have operational area within the State of Odisha

TERMS AND CONDITIONS

1. Bid documents consisting of Specifications, the schedule of Quantities and the set of terms and conditions of contract and other necessary documents can be seen in the website:- (<https://gajapati.odisha.gov.in> & <https://odishaforest.in>).
2. The bidder shall have to deposit the cost of tender paper@ Rs.1000/- for participation in the bid in shape of Bank Draft/Banker's cheque etc. in favour of Divisional Forest Officer, Paralakhemundi Division. The tender cost is non-refundable in nature.
3. The successful bidder(s) shall have to deposit Security Amount @10% of the total amount of tender in shape of Bank Draft/Banker's cheque etc. in favour of Divisional Forest Officer, Paralakhemundi Division after finalization of the tender. The amount of Security Deposit is refundable after successful supply of the materials as per the standard of the Tender. Any discrepancies on the process will tantamount to the forfeiture of the Security Amount.


4. The Bid documents will be available in the website:- (<https://gajapati.odisha.gov.in> & <https://odishaforest.in>) from **30.04.2026 to 14.05.2026 up to 05.00 PM.**
5. Bids shall be received "**OFFLINE**" on or before **5.00 PM of dated 14.05.2026 in the Drop box placed in the office or through Postal/Courier.**
6. Bids received shall be opened at **11.30 hours on 15.05.2026** in the Office of undersigned in the presence of the bidders who wish to attend or represented by their authorized representative. Bidders who participate in the bid can witness the opening of bids. If the office happens to be closed or any administrative reason on the last date of opening of the bids as specified the bids will be opened on the next working day at the same time and venue.
7. Bidders are to submit the **TECHNICAL BID (ANNEXURE-II) and FINANCIAL BID {ANNEXURE-III}** in at two Separate Sealed Cover quoting price in FINANCIAL BID for the article intend to supply DEER MASH and both the cover to be enveloped in one Cover and dropped in the Drop Box or sent through the Postal or courier service.
8. The Authority will not be held responsible for any postal delay or other inconvenience during bidding process.
9. The authority reserves the right to cancel any or all bids without assigning any reason thereof.
10. The Addendum/Corrigendum if any will be hosted in the district website and odisha forest only and bidders have to access the same from time to time during the bidding process.
11. The intending bidders are required to furnish their e- mail address and cell phone number to inform them any message relating to the tender.
12. Mere quoting less prices will not entitle any bidders for winning the bid and the committee has the discretionary prerogatives to finalize the bid with reference to quality and brand specific.
13. Selection will be made on cost effective basis i.e. lowest price for the same brand
14. The Bidders/Vendors/Suppliers have to submit an Undertaking with their bidding documents as in **ANNEXURE-IV.**
15. The bidders have to deposit their sample of product to be supplied to the office of the undersigned with proper acknowledgement for quality assurance which will be finalized by the committee after opening of financial bids on another date to be intimated later onto the successful bidders in the technical and financial bids.
16. The bidders / vendors / supplier will have to attend the office of the undersigned on the date intimated later on for checking of quality assurance by the committee.

17. In case any bidder/ vendor/ supplier is unable to get tender documents online in the District Web Site due to any sort of unforeseen technical fault he/she may obtain the same from Head Clerk of the office of Paralakhemundi Forest Division payment of **Rs. 1000/-** of submission of Bank Draft / Bankers Cheque and submit the same in the Drop Box, Post /Regd Post / Courier Service etc. so as to reach the undersigned on or before **5.00 PM of 14.05.2026**.
18. The quantity of article put tender is the tentative requirement for Deer Mash for the captive Deer in Taptapani Deer park for one year as per availability of funds and will be specified during the process of tender. The purpose of the bid is to empanel a list of bidders for Deer Mash for the current financial year to streamline the procurement within the restriction of timeline. The selection of abider subject to change as per time-to-time guidelines of the Government of Odisha.
19. Tenders received beyond the scheduled date and time shall not be opened and considered to be rejected.
20. Once opened, no tendered will be allowed to withdraw from the tender process till its finalization.
21. Conditional tenders are not accepted and liable for rejection.
22. The successful tendered shall be required to abide and submit undertaking for faithful observance of the terms and conditions and shall deposit Security Money (Security Deposit equal to 10% of the total estimated amount to be supplied at the time of issue of work order. While, in addition to relevant clauses of terms and conditions, other clauses like the modalities of payment against the bills, specification of feed items and timing of supply of each feed item etc. shall be incorporated in the interest of the Government and smooth management of captive animals in Taptapani Deer Park. The entire amount of security deposit shall be forfeited to Government, if successful tendered fails/ refuse to continue the supply of Deer Mash at any time during contract period will not be entertained by the authority.
23. The rate so quoted will be firm and remain the same during the contract period of one year. No increase in price of any item shall be allowed under any circumstances during the period of contract.
24. The rate offered should be inclusive of all charges and delivery at Taptapani Deer Park (Per unit cost of Deer Mash to be quoted inclusive of all taxes as applicable).
25. Any sub-standard supply will not be accepted and the contract will be liable for termination with forfeiture of Security Deposit for breach of contract at any time without notice.
26. The contractor will be personally responsible for the quality and quantity of the material supply to the Taptapani Deer Park.
27. On receipt the supplies will be weighed at the Taptapani Deer Park Center and any shortage will be treated as non-supply and will be dealt as per the terms and conditions of the tender.

28. The contractor will be responsible to obtain a receipt after weighing of supplies from the official deputed to receive the supplies which will be attached with the bills to be submitted.
29. The supplies/items/articles at any point of time may be inspected by the Zoo In-charge or his authorized representatives or any zoo officials in presence of concerned store in-charge and they will have the right to reject the supply in case of short supply or if the standard does not meet the specification given in the tender documents. In case of defective/ substandard supplies or in case of non-supply/ short supply/ delayed supply, the purchase shall be affected by the Divisional Forest Officer, Paralakhemundi Division or his representative from the open market. Any amount so incurred for the said purchase including carriage, transportation etc will be recovered from the contractor or his security till the new contract is finalized.
30. The Purchase Committee reserves the right to accept or reject the lowest tender without assigning any reason for such acceptance/rejection.
31. If the contractor or his representative though any of his activities when supplying the article in the Deer Mash is found to be violating any of the norms/sections of the Wildlife Protection Act, 1972 (amended till date) the contract may be immediately cancelled without any notice and suitable action will be initiated as per the applicable laws and rules.
32. The undersigned reserve the right to increase or decrease the volume of the any items or to the extent of 25% of financial value or withdraw any items of supply at his discretion at any state of execution of works. The undersigned may extent the supply order at the same price for 6 month. The rejected feed items, if any must be removed within one hour of the written or verbal notice.
33. Canvassing in any form whether direct or implied will be disqualification.
34. Applicable taxes (TDS) as per prevailing rate and rules would be deducted from the bill amount of the suppliers.
35. The authority reserves the right to place order of supply, fully or partly to one or more renderers in respect of Deer mash where ordered rate are same.
36. The authority reserves the right to accept or reject any or all tenders without assigning any reason thereof and modify any or all the terms and conditions as deemed proper in the interest of Government.
37. In case of any epidemic/pandemic/disaster/any other difficult situation due to which the cost of materials is escalated in the market or any other source, it shall be borne by the tendered. The contractor will ensure the supply of the item as per the terms and conditions of the tender. The contractor will no claim any compensation for any loss due to any disaster or inflation or cost escalation during the contract period.
38. All legal disputes hall have the jurisdiction to the District of Gajapati only.


Memo No. 2536 / Dtd. 30-4-2026 /

Copy forwarded to the Chief Conservator of Forests (IT & GIS), O/o the Principal Chief Conservator of Forests, Odisha, Bhubaneswar for favour of kind information and necessary action. He is requested to upload the above Tender Notice in the website of Pr.C.C.F, Odisha as early as possible.


Divisional Forest Officer,
Paralakhemundi Division.


Memo No. 2537 / Dtd. 30-4-2026 /

Copy forwarded to the Regional Chief Conservator of Forests, Berhampur Circle, Berhampur for favour of kind information and necessary action.


Divisional Forest Officer,
Paralakhemundi Division.

Memo No. 2538 / Dtd. 30-4-2026 /

Copy forwarded to the Collector & District Magistrate, Gajapati for favour of kind information and necessary action. It is requested to display the above said Tender Notice in the Office Notice Board.


Divisional Forest Officer,
Paralakhemundi Division.


Memo No. 2539 / Dtd. 30-4-2026 /

Copy forwarded to the District e- Governance Manager, Collectorate, Gajapati for information and necessary action. He is requested to upload the tender Notice in District Portal website as early as possible.


Divisional Forest Officer,
Paralakhemundi Division.


Memo No. 2540 / Dtd. 30-4-2026 /

Copy forwarded to all Divisional Forest Officers (T & NT), Odisha for information and necessary action. It is requested to display the above said Tender Notice in their office Notice Board.


Divisional Forest Officer,
Paralakhemundi Division.

Memo No. 2541 / Dtd. 30-4-2026 /

Copy forwarded to all Range Officers, Paralakhemundi Forest Division for information and necessary action. They are instructed to display the said Tender Notice in their Office Notice Board.


Divisional Forest Officer,
Paralakhemundi Division.

TECHNICAL BIDS

Name of the Bidders: -

01	Name of the Bidders / Vendors / Firms	
02	Address for communication	
03	Permanent Address	
04	Mobile no (What's App)	
05	Valid Email ID of the Proprietor or contact person	
05	GSTIN Registration Number (Copy to be enclosed)	
06	Permanent Account Number (PAN) -(Copy to be enclosed)	
07	Authorization from the Firm /Company /Dealer (Copy to be enclosed)	
08	Experience in dealing with Government organization (copy to be enclosed)	

FINANCIAL BID

(To be submitted in a separate sealed cover)

Name of the Bidders:-

Sl. No	Item	Specification (Composition of different ingredient)	Brand, if any	Rate of the article in Rs (KG/Qntls)	Taxes, if any	Transportation charges to Range HQ, if any	TOTAL rate per unit (KG / Qntls) in Rs
	DEER MASH						

UNDERTAKING

I..... S/o

At Po PS

Dist Do hereby undertake that I have read all the conditions and agrees to it and submitted the tender for providing Deer Mash to Taptapani Deer Park for the financial year 2026-27. Further, I undertake that, I do not have any criminal proceedings pending against me and I never defaulted in supply of feed/ feed items of any other works in previous occasion.

I/ We also note that, non- submission of this certificate will render my/ our tender liable for rejection.

Place:-

Date:-

Signature with seal of the
Proprietor/Vendor/ Supplier