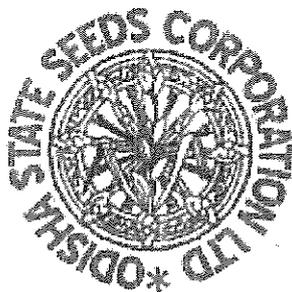


TENDER DOCUMENT

FOR

**SUPPLY OF FURNITURE FOR HEAD OFFICE OF ODISHA STATE SEEDS
CORPORATION LIMITED**

2025-26



ODISHA STATE SEEDS CORPORATION LTD

(A GOVERNMENT UNDERTAKING)

SANTARAPUR, BHUBANESWAR- 751002.

Tel-MD 0674- 2340573, Fax-2340096, E Mail-mdosscld456@gmail.com Web:-www.osscltd.in



**ODISHA STATE SEEDS CORPORATION LTD
(A GOVERNMENT UNDERTAKING)
SANTARAPUR, BHUBANESWA-751002.**

Tel-MD 0674- 2340573, Fax-2340096 website- <http://www.osscltd.in>

SHORT TENDER CALL NOTICE FOR SUPPLY OF OFFICE FURNITURE

Sealed tenders are invited from reputed furniture houses/firms having valid registration certificates, PAN and GST clearances certificates towards supply of office furniture's as per the specifications and quantities given below. Interested firm should submit the tender papers addressed to the Managing Director, Odisha State Seeds Corporation Ltd, Samantarapur, Bhubaneswar -2 Odisha. The tender papers along with all the enclosures should reach the undersigned on or before 2.00 PM of 04.08.2025. The firm should be able to supply the furniture within 10 days of issue of the work order. The offer will be opened at 3.00 P.M. on 04.08.2025 (Financial bid) in presence of the bidders who wish to remain present.

Sd/-

Managing Director
OSSC Ltd, BBSR



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Terms and conditions for supply of furniture

1. Sale of Tender Paper

The tender papers containing the detail specifications of furniture's list of documents to be submitted etc will be available at our Website – www.osscltd.in The cost of tender paper is to be enclosed in shape of D.D drawn in favour of the "managing Director, Odisha State Seeds Corporation Ltd." payable at Bhubaneswar along with the tender. In case of any bid amendment and clarification responsibility lies with the tenderers to collect the same from the notice board/website of OSSC before last date of submitting the tender document. Non payment of cost of tender paper will amount to rejection of the tender..

2. The Last Date

The last date of receipt of tender documents is Date 04.08.25 Up to 2.00 P.M. The Technical Bid and Price Bids will be opened by the Tender Committee of OSSC on dt. 04 .08.2025. at 3.00 P.M. simultaneously in presence of the authorised representatives of the tenderers who like to be present at that time.

3. Bid System

- a) The tenderer shall submit both the "Technical Bid" and Financial Bid". The technical bid contains documents as per the tender terms along with cost of tender paper in appropriate shape. The technical documents need to be submitted matching all the specifications of the furniture. In addition the documents regarding the eligibility criteria of the participating firm mentioned below.. The technical bid and financial bid required to be submitted in two separate envelopes clearly mentioning on top of the envelope "Technical Bid" and Finance Bid" respectively and both of these should be placed in a big envelope marked with "Tender for supply of office furnitures for the year 2025-26"
- b) Name and specification of the furniture's are given in Annexure-II.
- c) Financial bid contains only the price bid need to be provided as per the format given in Annexure-III.
- d) The rates quoted by the tenderer shall be valid for a period of 90 days from the date of submission of tender.

4. Eligibility Criteria

- a) Submission of price (INR) as prescribed format.
- b) Copy of PAN, GST registration certificate and up to date GST clearance certificate.
- c) Tender paper cost (Original receipt of tender paper)
- d) Undertaking that the quoted item qualifies the required technical specification.

5. Validity of Tender

- a) The tender shall remain valid for a period of 90 days after the last date as specified in the tender.;
- b) Notwithstanding the above, the purchaser reserves the right to accept or reject any bids and to cancel the bidding process and rejects all bids at any time prior to the issue of Purchase Order. More qualification of the technical specifications asked in the bid may not be accepted by the committee. It is totally depending on the realisation of the committee members.

6. Issue of Purchase Order.

- a) The Purchase order will be placed on the qualified tenderer whose bid will be selected by the purchaser prior to expiry of the bid validity period. The terms of the accepted offer shall be incorporated in the purchase order.
- b) The delivery should be completed within 7 days from the date of receipt of the confirmed purchase order as per the quality and specifications of the equipment.
- c) The packaging should be done in such a way that the quality of the furniture is not damaged.
- d) I hereby declare that the information furnished herein above and enclosures are all true complete and correct to their best of my knowledge and good belief.
- e) Any legal disputes arising out of this is subject to Bhubaneswar jurisdiction only.

Annexure-1

REQUIRED PAPER COST AND EMD FOR SUPPLY OF OFFICE FURNITURE

Sl. No	Name of the furniture	Tender Paper cost in Rs.
1	High Grey Chair	Rs 4000/- + GST @12% Totaling to Rs 4480/-
2	Moveable Chair	
3	Fixed Chair	
4	Table	

Annexure -II

SPECIFICATION OF FURNITURE

- High Grey Chair
 - Quantity 4 nos.
- Moving Chair 16 nos. (Black)
- Fixed hair 20 nos. (Black)
- Table : 2 Nos.
Size: 2.5' X 10' and 16' tX 3'

FINANCIAL BID : DETAILED TECHNICAL SPECIFICATION AND PRICE

Item	Size	Quantity	Price (INR) excluding GST
High Grey Chair	Normal Size	4 nos	
Moveable Chair	Normal Size	16 nos.	
Fixed Chair	Normal Size	20 nos	
Table	Size: 2.5' X 10' and 13' tX 3'	2 nos.	

1. . GST : - Please mention the % of GST as applicable :- _____

Note :- GST will be paid extra as applicable and will not be taken into account for evaluation.

I/We hereby declare that all the above particulars are correct. I/We have read the terms and conditions of the Technical bid enclosed with this form separately duly signed on each page and I/We shall abide the same.

.(Signature & Seal of the Authorized Signatory)