



TENDER CALL NOTICE
FOR
SUPPLY OF INSULATED ICE BOXES
under ECRICC Project in Kendrapara,
Odisha

DISTRIC PROJECT MANAGEMENT UNIT - KENDRAPARA

Enhancing Climate Resilience of India's Coastal Communities (ECRICC)

Forest, Environment & Climate Change Department, Govt. of Odisha

Address of DPMU-ECRICC: O/o The DFO MFD (WL), Rajnagar, Kendrapara 754225

Contact Details: 7205277668

E-mail: dforajnagar1990@gmail.com

Web: www.ecricc.org

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Section-I

Instructions to the Bidders

1. The DPMU, Kendrapara district requires the services of reputed, well established, financially sound and registered suppliers/ firms for supply of Insulated Ice Boxes of reputed brands under ECRICC Project, Odisha to be supplied to the Project District in Kendrapara for the year 2025-26, 2026-27 & 2027-28.
2. The contract of selected agency/company/firm shall be valid till 28th June, 2027. The period of the contract may be further extended as per the requirement of the client. The DPMU-ECRICC Project, Kendrapara however, reserves the right to terminate this initial contract at any time after giving 15 days' notice to the agencies.
3. The various important dates relating to the above tender are cited as under:

Sl.	List of Key Events	Important Dates
1	Date of Issue of Tender Notice	20 th October 2025
2	Last Date for Submission of Bid	10 th November 2025, 05.30 PM
3	Date of Opening of Technical & Financial Bid	11 th November 2025, 11.30 AM

4. **Mode of Supply:** The Tenderers should note that the bidder shall quote their price per piece for each category (70 Litre & 100 Litre capacity) **including GST & transportation cost for delivery** at DPMU - Kendrapara office of ECRICC Project (O/o DFO MFD WL, Sanabada Gopalpur, Rajnagar, Kendrapara, Odisha - 754225). The agency shall supply the items as per the total requirements to be indicated by the DPMU - Kendrapara of ECRICC Project for each year (2025-26, 2026-27 & 2027-28). The selected agency /company/firm shall supply the items to DPMU - Kendrapara on behalf of the project beneficiaries enlisted by DPMUs on **deposition of 20% of total cost** of the Insulated Ice boxes (inclusive of all taxes etc.) by the beneficiary in the bank account of selected supplier agency /company/firm etc.
5. The payment of **remaining 80% of total cost** of the Insulated Ice Boxes will be made by DPMU - Kendrapara, ECRICC Project to the selected supplier (Agency/Company/ Firm etc.) on behalf of the selected beneficiaries after production of proof/evidence of 20% deposition by the respective selected beneficiary of ECRICC project (bill/ vouchers/bank statement of the beneficiary) along with acknowledgement for receipt of 20% of cost of insulated ice boxes paid by the beneficiary to the selected supplier.
6. The Tender has been invited under two bid system i.e. (1) Technical Bid and (2) Financial Bid. The interested agencies/suppliers are advised to submit two separate sealed envelopes super scribing "Technical Bid" & "Financial Bid" super-scribing "Tender Document for supply of Insulated Ice Boxes under ECRICC Project in Kendrapara district for the year 2025-26, 2026-27 & 2027-28".

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7. The successful bidder will have to deposit a Performance Security Deposit of **1 % of the order value** in the form of Bank Guarantee in favour of **DFO WL, Rajnagar – ECRICC - Kendrapara** drawn in any scheduled commercial bank payable at Rajnagar, Kendrapara covering the total contract period till 28th June, 2027. In case, the contract is further extended beyond 28th June, 2027, the Bank Guarantee will have to be accordingly renewed by the successful bidder
8. The Tender paper shall be duly typed or handwritten by ink so as to make it legible and fill in prescribed tender papers. There should be no erasing, overwriting etc. If there are any corrections, those should be made clearly and duly signed by the Tenderer. Tenders are necessarily to be furnished in the prescribed tender paper only otherwise they are liable to be rejected.
9. Rates should be quoted strictly in accordance with the particulars, specifications wherever mentioned in the Tender paper while quoting the rate should mention the specifications, make and brand of the materials, which they can supply.
10. The Tenderer should note that if placed with orders for supply, they will have to supply in strict accordance with the specifications quoted and approved, within the time limit mentioned in the supply order.
11. The above date may be changed as per the requirement of the DPMU-Kendrapara. The items will be supplied as per the supply order to be issued by the DPMU-Kendrapara.
12. The Tenderers should note that the bidder shall quote their price per piece. The agency shall supply the item as per the requirements indicated by the DPMU.
13. The rates quoted shall be inclusive of GST & Transportation Cost up-to project DPMU-Kendrapara office (O/o The DFO MFD WL, Rajnagar, Kendrapara, 754225). Cost shall be determined for a unit of materials/product comprising one 70 ltr insulated ice box and one 100 ltr insulated ice box. The bidder shall propose their financial bid as per the prescribed format. The bidder is not appreciated to adopt self-styled terms & conditions in the Bid.
14. If any Tenderer requires any clarification on the above terms and conditions, he/she may obtain clarifications personally from the undersigned or any Concerned officer of DPMU-ECRICC Project, Kendrapara on any working day during office hours and on that ground no extension of time will be allowed.
15. **Tender Bid Validity:** The Bid shall remain valid for a period of **90 working days** from the last date of submission of tender application.
16. The competent authority of DPMU- Kendrapara reserves the right to reject all bids / terminate the tender process without assigning any reason thereof.
17. Joint Venture/ Consortium/ Sub-Contracts are not allowed under this tender process.
18. The conditional bids shall not be considered and will be outrightly rejected in very first instance.

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19. In the event of any dispute arising in respect of the clauses of the agreement, the same shall be resolved through negotiation. Alternatively, the dispute shall be referred to the next higher authority or controlling officer for his decision and the same shall be binding on all parties.
20. All disputes shall be under the jurisdiction of the court of Kendrapara Districts.
21. **Dispute Resolution:** if the dispute is not resolved at DPMU-Kendrapara or higher level, State Project Director, SPMU, ECRICC Project, Bhubaneswar is the final authority for settlement of disputes between DPMU-Kendrapara & the Selected Supplier.
22. In case, the bidders withdraw their bid after opening of the bid shall be debarred from participating for one year in any type of Tender process of DPMU-ECRICC Project, Kendrapara. Related Guidelines of Government of Odisha shall be considered for final decision of DPMU.
23. Tenders duly filled in the prescribed tender paper shall be sent in sealed cover to the Divisional Forest Officer, Mangrove Forest Division (WL), Rajnagar cum Nodal Officer, ECRICC Project, Kendrapara-754225 by name and super scribed "**Supply of Insulated Ice Boxes under ECRICC Project**" at the top left-hand corner of the envelop. The Tender so received up to 05.30 PM of dt. **10.11.2025 (Last date of submission of Bid)** will be opened on **11.11.2025 at 11.30 AM** in the presence of such tenderers or their accredited representatives in their absence with proper official communication.

Eligible Criteria of the Supplier

Minimum Eligibility: Technical Requirements

The bidder/ Supplier should fulfill the following technical Qualifications to participate in the Tender process: Absent of the following documents will be treated as non-responsive.

Sl. No	Technical Requirements	Documents to be attached with the Tender
1.	The Bidder must be a registered Supplier/ Company/Dealer/ Firm etc. as per appropriate act of India.	Submission of self-attested copy of the registration certificate with validity period.
2.	The bidder must be registered with GST, PAN	Self-attested copy of GST and PAN document
3.	Up-to-date IT return for three Financial years .	Self-attested copy of IT return for three years (2021-22,2022-23 & 2023-24)
4	Average Annual Turnover during last three financial years (as per the last published Balance sheets), should be a minimum Rs 5 lakh per year (Rupees Five Lakh) for last three consecutive financial years (2021-22, 2022-23 and 2023-24) .	Copy of the Audited Balance sheet and Profit & Loss Account to be attached.
5.	The bidder has not been blacklisted/ debarred by any Central / State Government (Central/State Government and Public Sector)	Affidavit must be submitted on original letter head of the bidder with signature and stamp
6.	Sample of each item	The bidders must mention brand / company with specifications i.e. inner and outer dimension (70 ltr and 100 ltr) of the product/ sample materials with other fittings and total weight, and also provide the brochure
7.	Tender document fee of Rs 1000/- in shape of Demand Draft drawn in favour of "DFO WL Rajnagar-ECRICC-Kendrapara"	

Method of selection

- Financial proposals shall be considered for that agencies/supplier who found to be eligible as per the requirements of the technical proposal and final selection of the supplier would be decided by the committee based on the least quoted price among all eligible bidders. The financial proposal should be submitted in the format mentioned in the Bid document.
- The Financial Proposals shall be opened in the presence of the committee members and bidders' representatives who choose to attend.
- The firm shall quote their price against each Insulated Ice box (70 ltr & 100 ltr) mentioning the Brand / Company and specification of the product.
- The sample item may be tested if decided by the competent authority. The sample test may be a part of eligibility criteria if urgency arises.

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Section - III

Specifications

PLACE OF DELIVERY OF INSULATED ICE BOXES: -

1. OFFICE OF DIVISIONAL FOREST OFFICER, MFD (WL), RAJNAGAR, DPMU, ECRICC Project, KENDRAPARA, ODISHA - 754225

<u>MATERIAL WITH SPECIFICATION, QUANTITY, RATES</u>			
SI No	Name of the materials	Brand/Company, Specification inner and outer dimension of the product (volume/ capacity) of polyethylene materials with drain cap and other fittings	Approximate Quantity required by DPMU-Kendrapara (in Nos)
1	INSULATED ICE BOXES	70 ltr	141 Nos.
2	INSULATED ICE BOXES	100 ltr	141 Nos.

Signature of the Authorised Representative

Name Seal:

Date:

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(6)

Section-IV

Application: Technical Bid

- i. Name of the Firm: .
- ii. Full Address of the Registered Office:
- iii. Telephone No. : Fax No.:
- iv. *E-Mail* Address :
- v. Full Address of Operating / Branch Office in Odisha:
- vi. Contact Person of the Bidder, Mob. No & E-mail ID.
- vii. Telephone No. : Fax No.:
- viii. *E-Mail* Address of the Agency :
- ix. Income tax return for three years (21-22,22-23,23-24)
- x. PAN. No. (Attach attested copy):
- xi. GST Registration No. (Attach attested copy):
- xii. Financial Turnover of the Tenderer for the below mentioned Financial Years:

Financial Year	Amount (in lakhs)	Remarks, if any
2021-22		
2022-23		
2023-24		
Average turn Over		

- xiii. Additional information, if any (Attach Separate Sheet if space provided is insufficient): Give details of the similar contracts handled by the Tender during the last three years as on last date of submission of bid in the following format. (If the space provided is insufficient, a Separate Sheet may be attached)

DECLARATION

I, Shri Son/Daughter/Wife of Shri/ Smt., Proprietor/ Supplier, Competent to sign this declaration and execute this tender document; I have carefully read and understood all the terms and conditions of the tender and undertake to abide by them. The information / documents furnished along with the tender application are true and authentic to the best of my knowledge and belief. I am well aware of the fact that furnishing of any false information / fabricated document would lead to rejection of my Tender at any stage besides liabilities towards prosecution under appropriate law.

Signature of the Authorized Representative

Name:

Seal:

Date:

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Section – V

Covering Letter: Financial Bid Format

Letter No:

Date:

To,

The Divisional Forest Officer,
Mangrove Forest Division (Wild Life), Rajnagar
Cum Nodal Officer, DPMU, ECRICC Project, Kendrapara

Dear Sir/Madam,

Sub: Selection of agencies/suppliers for supply of Insulated Ice Boxes under ECRICC Project.

Ref : Tender Notice No..... Dated

Having examined the tender documents, I, the undersigned, offer to provide the services as required and outlined in the tender published. vide notice numberdated.....

To meet such requirements and to provide services as set out in the tender document, we attach hereto our response as required by the Tender document, which constitutes our proposal.

I undertake, if my proposal is accepted, to adhere to the terms and conditions put forward in the tender or any such adjustments as may subsequently be mutually agreed between us and DPMU, ECRICC Project, Kendrapara or its appointed representatives.

I agree for unconditional acceptance of all the terms and conditions set out in the tender document as also in the contract to be signed with DPMU, ECRICC Project, Kendrapara for supply of Insulated Ice Boxes.

I confirm that the information contained in this proposal or any part thereof, including its exhibits, schedules and other documents and instruments delivered or to be delivered to the DPMU, ECRICC Project, Kendrapara is true, accurate and complete. This bid includes all information necessary to ensure that the statements therein do not in whole or in part mislead DPMU, ECRICC Project, Kendrapara as to any material fact."

It is hereby confirmed that I am entitled to act on behalf of my/our corporation/company/firm/organization and empowered to sign this document as well as such other documents, which may be required in this connection.

Date:

(Signature) (In the capacity of)

Duly authorized to sign the bid response for and behalf of: (Name and Address of Company) (Seal/Stamp of bidder)

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Financial Bid for supply of Insulated Ice Boxes under ECRICC Project-
Kendrapara for the year 2025-26 & 2026-27 & 2027-28

<u>MATERIAL WITH SPECIFICATION, QUANTITY, RATES</u>						
SI No	Name of the Product	Volume/ capacity of the Product	Unit price per piece to be quoted by the firm including GST & transportation Cost up-to project DPMU - Kendrapara. (in Rs)			Name of the Brand & Specification of inner and outer dimension of the product, materials with drain cap and other fittings
			2025-26	2026-27	2027-28	
1	INSULATED ICE BOX	70lt				
2	INSULATED ICE BOX	100lt				
		Total (In Rs)				

(Rupeesonly)

- The offer should be Including GST & transportation cost up-to DPMU-Kendrapara Office location.
- Cost shall be valid till 28th June, 2027 which may be extended on the consent of both parties.
- The lowest and responsive bidder shall be awarded against each item separately.
- The bidder shall propose their financial bid as per the above prescribed format.
- The bidder is not appreciated to adopt self-styled terms & conditions in the Bid.

Full Signature of the bidder

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SECTION - VI

Bid Submission Checklist

Sl. No.	Description	Submitted (Yes/No)	Page No.
TECHNICAL BID (ORIGINAL)			
1	Covering Letter in Bidders Letter Head		
2	Copy of Incorporation / Registration Certificate of the Bidder		
3	Copy of PAN		
4	Copy of GSTIN		
5	Copies of Income Tax return and average annual turnover of the organizations for last three financial years (2021-22,2022-23 and 2023-24).		
6	Copy of similar nature of work / copies of work orders of last three years		
7	Affidavit for not black-listed /debarred by any Central / State Govt./any Autonomous bodies during the recent past (till the date of application of tender by the agency) .		
8.	Demand Draft of Rs 1000/- as Tender Fee		
FINANCIAL BID (ORIGINAL)			
1	Covering Letter in Bidders Letter Head		
2	Duly Filled in Financial Bid as per the prescribed format in the Tender document.		

Signature of the Authorised Representative

Name:

Seal:

Date:

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Annexure-1

Affidavit (Undertaking)

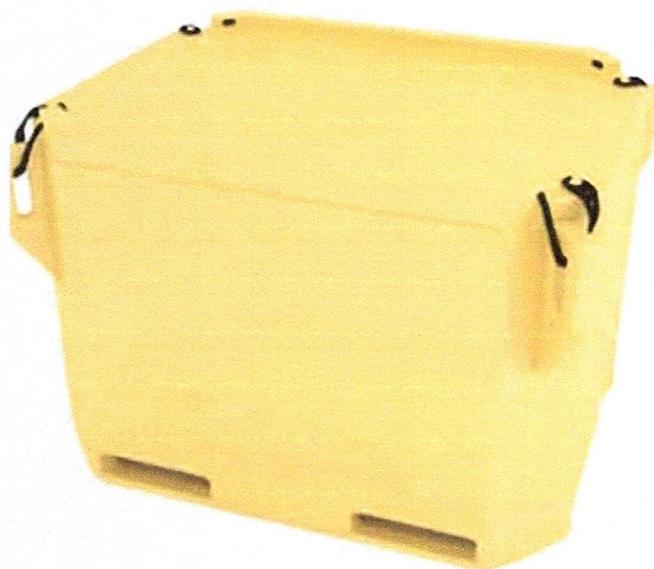
I, hereby undertake that, our organization/company/firm has not been blacklisted / debarred by any of the Central / State Government Department/ Office or by any Public Sector Undertaking (PSUs) and not blacklisted by any authority during the recent past (Till the date of submission of tender application).

Yours sincerely,

Authorized Signature [In full and initials]

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Insulated Ice Box



Enhancing Climate Resilience of India's Coastal Communities

Contact

State Project Management Unit

ECRICC Project Office

Administrative Building, 1st Floor, RPRC Campus, Bhubaneswar-15

Website: www.ecricc.org Email: ecriccodisha@gmail.com

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