ବନଖଣ୍ଡ ଅଧିକାରୀଙ୍କ କାର୍ଯ୍ୟାଳୟ, ରାଇରଙ୍ଗପୁର ବନଖଣ୍ଡ
OFFICE OF THE DIVISIONAL FOREST OFFICER, RAIRANGPUR DIVISION
Tel. No.:- (06794) – 222036 (O) 222008 (R) FAX No.:- (06794) – 222836, e-mail-dforrp@gmail.com

e-Procurement Notice

Bid Identification No.91/DFO, RRP-1F/2026-27 Dt,07.10.2026.

The DIVISIONAL FOREST OFFICER, RAIRANGPUR FOREST DIVISION, RAIRANGPUR on behalf of Governor of Odisha invites Percentage Rate bids to be received in ONLINE mode for the following works from the eligible experienced contractors in similar nature of work, registered with State Govt. & Contractor of equivalent Grade / Class registered with Central Govt. / Railways.

1.	Nature of work	:-	Construction of **E.D.C.** Building
2.	No. of work	:-	25 Nos. (Twenty Five)
3.	Period of Completion	:-	03 (Three) Months
4.	Cost of tender	:-	Rs.6000/- (Six Thousand) only
5.	Estimated Cost	:-	Rs.1078453/-
6.	Class of Contractor	:-	"C" & "D" Class
7.	Date & time of availability of tender document	:-	**from 17.00 hours of 16.10.2026 to 17.30 hours of 02.11.2026.**
8.	Receipt of bid documents	:-	**Online Only**
09.	Date & time of opening of technical bid	:-	**Dt.03.11.2026 at 11.30 hours onwards in the Office of the undersigned.**
10.	Other Documents	:-	(As mentioned in DTCN)
11.	The bidders have to participate in **on-line** bidding only	:-	Further details can be seen from the website www.tendersodisha.gov.in, www.odishaforest.in & www.mayurbhanj.nic.in
12.	Name & Address of the O.I.T. (Officer Inviting Tender)	:-	Divisional Forest Officer, Rairangpur Division. At/P.O.-Rairangpur, Mayurbhanj, Odisha-757043
13.	Any addendum / Corrigendum / Cancellation of tender can also be seen in the said website		
14.	**The undersigned reserves the right to accept / reject any or all Tender without assigning any reason thereof.**		

-Sd-
Divisional Forest officer,
Rairangpur Division.

GOVERNMENT OF ODISHA

FOREST, ENVIRONMENT AND CLIMATE CHANGE DEPARTMENT.

E-mail-dforrp@gmail.com

INVITATION FOR BIDS THROUGH e-Tendering

Bid Identification No.91/DFO, RRP-1F/2026-27 Dt,07.10.2026.

The Divisional Forest Officer, Rairangpur Division, Rairangpur on behalf of Governor of Odisha invites Percentage bids in online mode from the class of eligible experienced contractors through e-Tendering system for the works as furnished below.

Sl. No.	Name of the Work	Approximate Value of Work including GST (Rs.)	EMD (Rs.)	Cost of BID Documents (Rs.)	Period of Completion	Class of Contractors
1	Construction of E.D.C. Building at Arjunbilla	1284000/-	10800/-	6000/-	3 Month	C & D
2	Construction of E.D.C. Building at Ashadala	1284000/-	10800/-	6000/-	3 Month	C & D
3	Construction of E.D.C. Building at Baghiatangar	1284000/-	10800/-	6000/-	3 Month	C & D
4	Construction of E.D.C. Building at Bankati	1284000/-	10800/-	6000/-	3 Month	C & D
5	Construction of E.D.C. Building at Bhodusole	1284000/-	10800/-	6000/-	3 Month	C & D
6	Construction of E.D.C. Building at Bankidihi	1284000/-	10800/-	6000/-	3 Month	C & D
7	Construction of E.D.C. Building at Budhikhamari	1284000/-	10800/-	6000/-	3 Month	C & D
8	Construction of E.D.C. Building at Chadripahadi	1284000/-	10800/-	6000/-	3 Month	C & D
9	Construction of E.D.C. Building at Chadripahadi	1284000/-	10800/-	6000/-	3 Month	C & D
10	Construction of E.D.C. Building at Cheliguduli	1284000/-	10800/-	6000/-	3 Month	C & D
11	Construction of E.D.C. Building at Dhudipani	1284000/-	10800/-	6000/-	3 Month	C & D
12	Construction of E.D.C. Building at Durdura	1284000/-	10800/-	6000/-	3 Month	C & D
13	Construction of E.D.C. Building at Ghadabindha	1284000/-	10800/-	6000/-	3 Month	C & D
14	Construction of E.D.C. Building at Hatibari	1284000/-	10800/-	6000/-	3 Month	C & D
15	Construction of E.D.C. Building at Jambani	1284000/-	10800/-	6000/-	3 Month	C & D
16	Construction of E.D.C. Building at Karanjabali	1284000/-	10800/-	6000/-	3 Month	C & D
17	Construction of E.D.C. Building at Kundagarh	1284000/-	10800/-	6000/-	3 Month	C & D
18	Construction of E.D.C. Building at Kusumtota	1284000/-	10800/-	6000/-	3 Month	C & D
19	Construction of E.D.C. Building at Podagarh	1284000/-	10800/-	6000/-	3 Month	C & D
20	Construction of E.D.C. Building at Rajpal	1284000/-	10800/-	6000/-	3 Month	C & D
21	Construction of E.D.C. Building at Rangamatia	1284000/-	10800/-	6000/-	3 Month	C & D
22	Construction of E.D.C. Building at Rengalbeda	1284000/-	10800/-	6000/-	3 Month	C & D
23	Construction of E.D.C. Building at Sanjhilli	1284000/-	10800/-	6000/-	3 Month	C & D
24	Construction of E.D.C. Building at Talakbadi	1284000/-	10800/-	6000/-	3 Month	C & D
25	Construction of E.D.C. Building at Tamalbandh	1284000/-	10800/-	6000/-	3 Month	C & D

-Sd-
Divisional Forest officer,
Rairangpur Division.

Divisional Forest Officer, Rairangpur Forest Division, Rairangpur

GOVERNMENT OF ODISHA

FOREST, ENVIRONMENT AND CLIMATE CHANGE DEPARTMENT.

E-mail-dforrp@gmail.com

PROCUREMENT DETAILS

Procurement Officer	Bid Identification No.	No. of works	Availability of tender for bidding online		Last date and time of seeking tender clarification	Date and time of opening of technical bid	Place of Opening
			From	To			
DFO, Rairangpur	No.91/DFO, RRP-1F/2026-27	25 Nos.	17.00 hours of 16.10.2026	17.30 hours of 02.11.2026	17.30 hours of 02.11.2026	Dt.03.11.2026 by 11.30 hours onwards	O/o the DFO, Rairangpur

1. Others details can be seen in DTCN.
2. Bid documents consisting of design, specification, the set of terms and condition of contract and other necessary documents can be seen in the website https://tendersodisha.gov.in.
3. The bid should be submitted on-line in separately for each works.
4. This is a time-bound work, to be completed within the stipulated period. The respective bidders are advising to study the scope of work and survey the site for constraint if any and asses their bid capability before submitting their tender papers.
5. Extension of time will not be allowed unless and otherwise sufficient grounds of hindrances are noticed and applied for the same.
6. The authority will not be held responsible for any technical snag or network failure during online bidding.
7. Authority reserves the right to reject any or all tenders without assigning any reason thereof.

-Sd-
Divisional Forest officer,
Rairangpur Division.

TENDER CALL NOTICE NO.91/DFO, RRP-1F/2026-27 Dt,07.10.2026
General Information for Bidder

1.1 Name of the Work: -

Construction of **E.D.C. Building** under Manada and Bisoi WL Range under **Jashipur / Bisoi / Bangriposi** Block in the District of Mayurbhanj.

1.2 Eligibility (to be uploaded in online bidding by the bidder): -

a. The contractor should have valid Contractor Registration
b. The contractor should have valid GSTIN certificate and PAN issued by I.T. Department.
c. **The bid of those bidders only will be considered responsive who have completed the similar nature of works successfully in all respect having experience certificate / Work Order issued by the competent authority not below the rank of Divisional Forest Officer / Executive Engineer otherwise his or her bid will not be taken into consideration during the technical evaluation of the bid**.
d. The bid of those bidders may be considered responsive who have quoted as per the OPWD code during the financial evaluation of the bid.

1.3 Cost of Tender documents: -

The cost of tender paper for different work has been mentioned in tender call Notice **No.** 91/DFO, RRP-1F/2026-27 Dt,07.10.2026 **through net banking only**.

1.4 Date of online bidding of Tender: -

The tenderer will participate in online bidding only for the work.

1.5 The Bid documents shall be available in the website: https://www.tendersodisha.gov.in, www.odishaforest.in & www.mayurbhanj.nic.in from 17 hours of 16.10.2026 to 17.30 hours of 02.11.2026.

1.6 Bids shall be received only "**online**" on or before 17.30 to hours of 02.11.2026. The bidder must possess compatible Digital Signature Certificate (DSC) of Class-II or Class- III.

1.7 No pre-bid meeting for above Tender.

1.8 Validity of Tender: -

The tender submitted shall remain valid for 3 Month from the date of opening of the tender or completion of the work and may be extended at the discretion of the tenderer, if so, needed by **Divisional Forest Officer, Rairangpur Forest Division, Rairangpur**.

1.9 No Claim for Cancellation of Tenders: -

No claim shall be entertained towards any expenses made by any tenderer for submission of the tender in case of cancellation, rejection or withdrawal of the tender.

1.10 Execution of Agreement: -

A P-1 / F-2 agreement in the prescribed form shall be executed by the successful tenderer with the **Divisional Forest Officer, Rairangpur Forest Division, Rairangpur** within **15** (**fifteen**) days from the date of issue of letter of acceptance.

1.11 Time of Completion: -

The Contractor has to complete the work in all respect as mentioned in the Tender Call Notice from the date of issue of the work order by **Divisional Forest Officer, Rairangpur Forest Division, Rairangpur**.

1.12 Discrepancies: -

In case of any discrepancy in the description of the items in the Tender Call Notice, the decision of the **Divisional Forest Officer, Rairangpur Forest Division, Rairangpur** shall be final, binding and conclusive for the purpose of this contract.

1.13 The work is to be completed in all respect within schedule period from the date of issue of work order.

1.14 A statement showing the list of similar work executed so far, specifying the department/organization where it was executed, indicating the year of execution, and listing the similar work in hand duly signed by the concerned authority not below the rank of Divisional Forest Officer is to be submitted along with the tender online.

1.15 All taxes, fees, royalties, etc payable under the local rules including income tax will be paid by the contractor.

1.16 The tender will not be considered unless the tenderer uploaded in online, the true copy of valid PAN Card/ GSTIN, valid Contractor Registration License.

1.17 Items of work not covered in the bill of quantities will be paid at the current schedule of rates approved by Divisional Forest Officer, Rairangpur Forest Division. The work will be executed as per the relevant I.S specification / P.H specification / and upto date amendment, if any relation to the work.

1.18 The work shall not be stopped in case of non-availability of cement and T&P materials etc. The materials confirming to the approve standards are to be procured by the contractor and unitize in work after approval by the Engineer-in-charge.

1.19. On no account the contract work should be sublet to any body without prior approval of competent authority and in such a case the contract may be rescinded.

1.20. The contractor shall be liable to fully identify the department for the payment of any compensation under work men's compensation Act. III of 1963 on account of workman employed by the contractor and the full amount of the compensation payable will be recovered from the contractor.

1.21. The right is reserved by the authority to make such increases or decreases in the quantities or items of works mentioned in the schedule attached to the tender notice as may be considered necessary for satisfactory of the contract work and such increases or decreases shall in no way invalidate the contract or rates. The contractor shall not be entitled to any compensation on this account except extension of time where considered necessary.

1.23. The tenderer whose tender is accepted shall forthwith upon written intimation being given to him on acceptance of his tender to make an initial security deposit as will be intimated to him for the due fulfillment of contract in the office of the undersigned. This security deposit together with the earnest money should be taken as security for fulfillment of the contract. Failure to entry into required agreement or to deposit security money within the stipulated period shall lead to forfeiture of earnest money.

In addition to this further 3% in case of 'C' class & 5% in case of 'B' class shall be deducted from the bills towards performance security which shall be refunded after 12 (Twelve) months of the successful completion of the work provided final bill is paid.

1.24. The earnest money of the unsuccessful tenderers will be refunded on application after the tender is finally decided.

1.25. That for the purpose of jurisdiction in the event in dispute if any, the contractor would be deemed to have been entered in to the law court at Rairangpur and neither party to the contract or agreement will have the right to bring a suit in regard to any matter covered by this agreement or contract at any court of law outside the state of Odisha.

1.26. The contractor will have to furnish a certificate along with the tender to the effect that he is not related to any officer of the department of the rank of the Range Officer or above or any officer of the rank of Addl. Secretary or above of this Department.

1.27. Penalty: In the event the failure to complete the work within in contract period penalty in shape of liquidates damages will be levied at the rate of **0.50% (Zero point five percent)** of the tendered amount per each day of delay subject to maximum of 10(ten) percent of the total tendered value of the work. If such delay is caused due to department, the contractor shall be allowed reasonable period of extension of time on prior application and on submission of a no claim certificate by the contractor.

1.28. No compensation for any damage done by rains or floods or by similar action during the execution of work will be paid.

1.29. The contractor will make at his own cost housing accommodation for and medical aid to the labours engaged on the work.

1.30. The contractor shall make arrangement at his own cost at the worksite for the proper storage of the materials issued to him.

1.31 The tender which is not in the prescribed Proforma and is not strictly to the norms and conditions of the tender notice and specification is liable for rejection.

1.32 If a contractor removes any Govt. materials or stores supplied to him from the site of work in contravention of provision of this clause with a view to dispose of the same dishonestly, he shall addition to any other liability civil or criminal arising out of this contract to be liable to pay as penalty equivalent to five time the price of the materials. The penalty so impose shall be recoverable at any time thereafter become due to the contractor or from his security deposit or the proceeds of same thereof.

1.33 **Electricity: -** No electricity shall be supplied by the Department. The contractor may make his own arrangement for the same.

1.34 **Water supply: -** No water supply will be made by the Department. The contractor may make his own arrangement required for the work and portable drinking water to workers.

1.35 No advance payment shall be made on any accounts except payment of running accounts bills, which is further subject to availability of letter of credit.

1.36 Under no circumstances, interest is chargeable for the dues, additional dues if any payable for the work.

1.37 The contractor shall bear the entire responsibility under workmen's compensation Act and abide by the fair wage clause and contractor regularization incorporates into the Agreement.

1.38 The work shall be executed strictly as per drawing enclosed herewith and design that shall be apprehended to the P-1/ F-2 agreement to be eventually drawn up after acceptance of the tender.

1.39 Any defect detected during executing of the work or within 12 (twelve) months after successful completion of work, the same shall be rectified by the contractor at his own cost.

1.40 Before issue of any materials to him, the contractor shall furnish Bank Guarantee of any of the Nationalised Banks for a sum equal to the cost of materials. The bank guarantee should be valid for the entire period of agreement. The same may be refunded to the contractor only after the materials supplied to him are fully utilized in this works and cost thereof recovered from his bill in full or if the materials are partly utilized, the unutilized materials are returned by him to the department in full and in good condition and receipt thereof duly acknowledged by the concerned Department officer.

1.41. Cement shall be used by bags and weight of one bag of cement being taken as fifty (50) kg. Cement: 53 Grades OPC of I.E 455/1989.

1.42 Steel reinforcement should be used – HYSD (Fe-500)

1.43 AMENDMENT TO EXISTING CLAUSES: -

By submission of tender for the work, a tenderer will be deemed to have satisfied himself by actual inspection of the site and locality of the work, about the quality and availability of the required quantity of materials including the wheat / Rice referred to above, medical aid, labour and food stuff etc, and that rates by him in the tender will be adequate to complete the work according to the specifications attached thereto and that he had taken in to account all conditions and difficulties that may be encountered during its progress and to have quoted labour rates and materials with taxes, octroi, other duties, lead, lifts, loading, and unloading, freight for all materials and all other charges necessary for the completion of the work, to the entire satisfaction of the engineer-in-charge of the work and his authorized subordinates. After acceptance of the contract rate Government will not pay any extra charges for any reason in case the contractor claims later on to have misjudged as regards availability of materials, labour and other factors.

1.44 Additional performance security: -

Additional performance security shall be obtained from the bidder when the bid amount is less than the estimated cost put to tender. In such an event, only the successful bidder who has quoted less bid price / rates than the estimated cost put to tender shall have to furnished as Additional Performance Security(APS) in shape of Term Deposit receipt / POTD / NSC / KVP / Fixed Deposit receipt from any nationalised Bank, pledged in favour of the **Divisional Forest Officer, Rairangpur Forest Division, Rairangpur** / Bank Guarantee in favour of the **Divisional Forest Officer, Rairangpur Forest Division, Rairangpur** from any Nationalised / Scheduled Bank in India counter guaranteed by its local branch at Bhubaneswar within **seven(07) days** of issue of letter of acceptance (LOA) by the Divisional Officer (by e-Mail) to the successful bidder, otherwise the bid of the successful bidder shall be cancelled & the Earnest Money Deposit / Bid security deposit shall be forfeited. Further proceeding of blacklisting shall be initiated against the bidder. As per Office Memorandum **No 4559 Dated 05.04.2021**. of Works Department the Additional Performance Security will be obtained at the following rate:

Sl. No.	Range of Difference between the estimated cost put to tender and Bid Amount	Additional Performance Security to be deposited by the successful bidder
i	Below 5%	No Additional performance Security
ii	From 5% and above below 10%	50% of (Difference between estimated cost put to tender and Bid Amount)
iii	From 10% and above	150% of (Difference between estimated cost put to tender and Bid Amount)

1.45. Tenderer shall be submitted an affidavit in support of the following, failing which the tenderer shall be declared as non-responsive.

I. He has no criminal cases pending against him.
II. He has not been black listed by any department so far.
III. He has not left out any work assigned to him prior to completion in all respect during last 5 years.
IV. He has to submit the No Relationship Certificate.

1.46. The bidder has to submit an affidavit regarding authenticity of documents he has furnished with the tender, no litigation with the government along with tender failing which the tender will be considered disqualified and not taken to consideration.

1.47. GST will be paid extra as applicable on production of Invoice.

1.48. ST/SC contractors registered up to "B" class only will avail price preference of 10 % over the general category bidders for which they have to submit an affidavit for the purpose as per works department office memorandum.

1.49. No advance or running account bill will be paid to the contractor prior to completion of the work in all respect.

1.50. The authority reserves the right to reject/cancel any or all bids without assigning any reason thereof.

Procedure for Electronic receipt, accounting and reporting of Cost of Tender Paper and Earnest Money Deposit on submission of bids

1. The State Government have formulated rules and procedures for Electronic receipt, accounting and reporting of the receipt- of Cost of Tender Paper and Earnest Money Deposit on submission of bids through the e-procurement portal of Government of Odisha i.e. "https://tendersodisha.gov.in".

2. Electronic receipt of cost of tender paper has been successfully tested through SBI payment gateway. Now it has been decided to introduce electronic receipt of Cost of Tender Paper and Earnest Money Deposit on submission of bids through payment gateway of designated banks such as SBI/ICICI Bank/HDFC Bank for all Government Departments, State PSUs. Statutory Corporations, Autonomous Bodies and Local Bodies etc. in phases (ANNEXURE-I). The process outline as well as accounting and reporting structure are indicated below:

a) It will be carried out through a single banking transaction by the bidder for multiple payments like Cost of Tender Paper and Earnest Money Deposit on submission of bids.

b) Various payment modes like Internet banking/ NEFT/RTGS of Designated Banks and their Aggregator Banks as well can be accessed by the intending bidders.

c) Reporting and accounting of the e-receipts will be made from a single source.

d) Credit of receipts into the Government accounts and to the designated Bank account of the participating entities indicated in Para 2 above would be faster.

3. Only those bidders who successfully remit their Cost of Tender Paper and Earnest Money Deposit on submission of bids would be eligible to participate in the tender/bid process. The bidders with pending or failure payment status shall not be able to submit their bid. Tender inviting authority, State Procurement Cell, NIC, the designated Banks shall not be held responsible for such pendency or failure.

4. Banking arrangement:

a) Designated Banks (SBI/ICICI Bank / HDFC Bank) payment gateway are being integrated with e-Procurement portal of Government of Odisha (https://tendersodisha.gov.in)

b) The Designated Banks participating in Electronic receipt, accounting and reporting of Cost of Tender Paper and Earnest Money Deposit on submission of bids will nominate a Focal Point Branch called e-FPB, who is authorized to collect and collate all e-Receipts. Each such branch will act as the Receiving branch and Focal Point Branch notwithstanding the fact that the bidder might have debited his account in any of the bank's branches while making payment.

5. Procedures of bid submission using electronic payment of tender paper cost and EMD by bidder:

a) Log on to e-Procurement Portal: The bidders have to log onto the Odisha e-Procurement portal (https://tendersodisha.gov.in) using his/her digital signature certificate and then search and then select the required active tender from the "Search Active Tender" option. Now. Submit button can be clicked against the selected tender so that it comes to the "My Tenders" section.

b) Uploading of Prequalification/Technical/Financial bid: The bidders have to upload the required Prequalification /Technical/Financial bid, as mentioned in the bidding document and in line with Works Department office memorandum no.7885, dt.23.07.2013.

c) **Electronic payment of tender paper cost and EMD:** Then the bidders have to select and submit the bank name as available in the payment options.

i. A bidder shall make electronic payment using his/her internet banking enabled account with designated Banks or their aggregator banks.

ii. A bidder having account in other Banks can make payment using NEFT/RTGS facility of designated Banks

• Online NEFT/RTGS payment using internet banking of the bank in which the bidder holds his account, by adding the account number as mentioned in the challan as an interbank beneficiary.

d) **Bid submission:** Only after receipt of intimation at the e-Procurement portal regarding successful transaction by bidder the system will activate the 'Freeze Bid Submission' button to conclude the bid submission process.

e) **System generated acknowledgement receipt for successful bid submission:** System will generate an acknowledgement receipt for successful bid submission. The bidder should make a note of **'Bid** ID' generated in the acknowledgement receipt for tracking their bid status.

6. Settlement of Cost of Tender Paper:

a) Cost of Tender Paper: In respect of Government receipts on account of **Cost of Tender Paper,** the e-Procurement portal shall generate a MIS for the State Procurement Cell (SPC). The MIS will contain an abstract of the cost of tender paper collected with reference to **Bid Identification Number.** The State Procurement Cell shall generate Bank-wise-head-wise challans separately for **Cost of Tender Paper** and instruct the designated Banks to remit the money to the State Government account under different heads. In respect of the cost of tender paper received through the e-procurement portal, the remittance to the Cyber Treasury account will be made to the Head of Account 0075-Misc, General Services-800-Other Receipts -0097-Misc. Receipts-02237-Cost of Tender Paper.

b) For the time being, the State Procurement Cell (SPC) will use over the counter payment facility of the Odisha Treasury portal. Thereafter, remittance through NEFT & RTGS will be facilitated through the Odisha Treasury portal.

c) Similarly, in case of State PSUs, Statutory Corporations, Autonomous Bodies and Local Bodies etc., **Cost of Tender Paper,** the e-Procurement portal shall generate a MIS for the State Procurement Cell (SPC). The MIS will contain an abstract of the cost of tender paper collected with reference to **Bid Identification Number.** The State Procurement Cell shall generate Bank-wise list of challans and instruct the designated Banks to remit the money through the Odisha Treasury portal. The cost of tender papers will be credited to the registered Bank account of the concerned State PSUs, Statutory Corporations, Autonomous Bodies and Local Bodies etc.

d) Bank will refund (in case the Tender Inviting Authority (TIA) issues such instructions) the tender fee, EMD to the bidder, in case the tender is cancelled before opening of Bid as per direction received from TIA through e-procurement system.

e) Back-end Transaction Matrix of Electronic receipt of Cost of Tender Paper and Earnest Money Deposit on submission of bids is enclosed in the Annexure.

7. Settlement of Earnest Money Deposit on submission of bids:

a) The Bank will remit the **Earnest Money Deposit on submission/cancellation of bids** to respective bidders' accounts as per direction received from TIA through e-procurement system.

8. Forfeiture of EMD:

Forfeiture of **Earnest Money Deposit on submission of bid** of defaulting bidder is occasioned for various reasons.

a) In case the **Earnest Money Deposit on submission of bid** is forfeited, the e-Procurement portal will direct the Bank to transfer the EMD value from the Pooling Account of SPC to the registered account of the tender inviting authority.

b) The Tender inviting authorities of the Government Departments will deposit the forfeited **Earnest Money Deposit on submission of bid,** in the State Government Treasury under the appropriate head (8782-Cash Remittances and Adjustments between the officers rendering accounts to the same Accounts Officer-102- P.W.Remittances-1683-Remittances-91028-Remittances into Treasury) after taking the amount as a revenue receipt in their Cash Book under the head 0075-Misc. General Services-00-101 –Unclaimed Deposits-0097-Misc, Receipts-02080-Misc. Deposits and submit the detail account to DAG (Puri) as a deposit of the Division.

c) By clicking submit button, system will initiate the forfeiture of EMD. System will not allow the evaluator to edit the initiation after clicking the submit button. Forfeiture option can be carried out in phased manner like one bidder at a time.

9. Role of the Banks:

a) Make necessary provision / customizations at their end to enable the provision for online payments / refunds as per this document.
b) Provide necessary real-time message to bidders regarding successful or unsuccessful transactions during online payment processes and redirect them to e-Procurement website with necessary transaction reference details enabling them to submit their bids.
c) The bank shall ensure transfer of funds from the pooling account to the Government Head/current account of PSUs/ULBs within the next bank working day as per the directions generated from e-Procurement portal.
d) Bank should provide timely reports and reference details to NIC enabling them to carry out their role as stated below.
e) Refund of amount to bidders as per the XML file provided by e-Procurement system on the next bank working day from the date of generation of the XML file and also provide a confirmation to NIC on the same.

10. Role of State Procurement Cell:

a) Communicate requirements of Government departments/ State PSUs/ Autonomous Bodies/ ULBs online payment requirements to National Informatics Centre / the authorised Banks for mapping/ customization. b) In every working day, the State Procurement Cell shall generate MIS from the e-Procurement portal to ascertain the tender paper cost received in the e-Tendering process separately bank-wise for the Government Department and the PSUs/ULBs. The SPC shall generate bank-wise separate online challans from the Odisha Treasury portal and make the remittance through over-the-counter facility or NEFT/RTGS (as and when this functionality is available in Treasury portal) and issue instruction to the bank for remittance of the receipt to the State Government account.
c) The State Procurement Cell shall be responsible for providing challan details and MIS in respect of the remittance towards tender paper cost to the Tender inviting authorities for their record.
d) State Procurement Cell shall monitor the progress of e-Tendering by different Government departments / State PSUs/ Autonomous Bodies / ULBs through an MIS. State Procurement Cell shall monitor and send monthly progress reports to the Government.
e) The e-Procurement system will generate a consolidated refund & settlement XML file as an end of the day activity.
f) e-procurement system will provide a web service for payment gateway (PG) provider to pull the encrypted refund and settlement details in XML file against a day.
g) Similarly, payment gateway (PG) provider will provide a web service to pull the refund and settlement status against a day
h) e-procurement system will update the status accordingly for reconciliation report.

11. Role of National Informatics Centre:

a) Customize e-Procurement software and web-pages of Government of Odisha (https://tendersodisha.qov.in) to enable the provision for electronic payment.

b) The NIC, Odisha will modify / rectify the errors in electronic data relating to the Chart of Account.

c) NIC will provide an interface to organisations to download the electronic receipt data.

d) Enable automatic generation of daily XML files from e-Procurement system and ensure delivery of the same to the authorised Banks for enabling automatic refund/settlement of funds.

e) NIC shall enable the e-Procurement portal to generate MIS as required for the State Procurement Cell in order to make remittance of the tender paper cost to the State Government account using the Odisha Treasury portal.

12. Role of Cyber Treasury:

a) The cost of the tender paper deposited by the SPC using the Odisha Treasury Portal which will be accounted for by the Cyber Treasury and it shall submit the accounts to A.G (O) as per the established process.

b) The Cyber Treasury will provide MIS as required to the SPC for the purpose of accounting and reconciliation of the electronic remittances made to the State Government account.

13. Redressal of Public grievances:

a) The State Procurement Cell, Odisha, National Informatics Centre, Odisha and the e-FPB will have an effective procedure for dealing with, public complaint for e-Receipt related matters. In case, any mistake is detected by any of the stakeholders in reporting of receipt of tender paper cost and EMD, either suo moto or on being brought to its notice, the State Procurement Cell, Odisha, National Informatics Centre, Odisha unit, Cyber

Treasury and the bank will promptly take steps for rectification. The e-Focal Point Branch of the participating Banks, National Informatics Centre, Odisha and the State Procurement Cell, Odisha will notify the contact number and address of the Help Desk for resolution of any dispute regarding e-Receipt.

14. Applicability and modification of existing rules / orders:

The modalities prescribed in this Office Memorandum for downloading of tender paper, submission and rejection of bid, acceptance of Bids as well as refund and forfeiture of earnest deposit will be applicable for electronic submission of bids through e-procurement portal. Existing provisions regulating cost of tender paper, earnest money deposit in OPWD Code and OGFR would stand modified to the extent prescribed.

15. These arrangements would be made effective after signing of MoU between the designated Banks and the State Procurement Cell, firming up of Banking arrangements and technical integration between designated Bank and e-Procurement Portal.

16. The above points are based on OPWD Code, the Class (C&D) of contractor shall followed the above formalities / rules whereas necessary of required, they should not be violation of points as mentioned above.

ANNXURE-I

Back-end Transaction Matrix of Electronic receipt and remittance of Cost of Tender Paper and Earnest Money Deposit on submission of bids.

	Cost of Tender Paper on submission of Bids	**Earnest Money Deposit on submission of bids**
Government Departments	I. The payment towards the cost of Tender Paper, in case Government Departments shall be collected in separate Pooling accounts opened in Focal Point Branch called e-FPB of respective designated banks [as stated in Para 2] at Bhubaneswar on T+1_day.	I. In case of tenders of Government Departments, amount towards Earnest Money Deposit on submission of bids shall be collected in a pooling account opened for this purpose at Focal Point Branch called e-FPB of respective designated banks at Bhubaneswar and the banks will remit the amount to respective bidder's account within two working days on receipt of instruction from TIA through refund and settlement of e-procurement system.
	II. With reference to the Notice Inviting Tender/ Bid Identification Number, the amount so realized is to be remitted to Government Account under the Head Of Account 0075- Misc. General Services-800-Other Receipts-0097-Misc. Receipts-02237-Cost of Tender Paper through Odisha Treasury Portal after opening of the bid.	II. In case of forfeiture of Earnest Money Deposit on submission of bids, the e-Procurement portal will direct the Bank to transfer the EMD value from the Pooling Account of SPC to the registered account of the tender inviting authority within two working days of receipt of instruction from TIA.
State PSUs Statutory Corporations, Autonomous Bodies and Local Bodies.	I. In case of State PSUs, Statutory corporations, Autonomous Bodies and Local Bodies etc. the amount towards **Cost of Tender Paper,** on submission of bids shall be collected in separated pooling accounts opened in Focal Point Branch called e-FPB of respective designated Banks at Bhubaneswar on T+1 days.	I. Amount towards **EMD** on submission of bids shall be collected in a separate pooling account of Focal Point Branch called e-FPB of respective designated banks at Bhubaneswar and the banks will remit the amount to respective bidder's account on receipt of instruction from TIA through refund and settlement of e-procurement system within two working days from receipt of such instruction.
	II. The Paper cost will be transferred to the respective current accounts of concerned State PSUs, Statutory Corporation, Autonomous Bodies and Local Bodies etc. after opening of bid.	II. In case of forfeiture of Earnest Money deposit on submission of bids, the e-Procurement portal will direct the Bank to transfer the EMD value from the Pooling Account of SPC to the registered account of the tender inviting authority within two working days of receipt of instruction from TIA.

-Sd-
Divisional Forest officer,
Rairangpur Division.

SCHEDULE - A

CERTIFICATE OF NO RELATIONSHIP

I hereby certify that I am **not related** to any officer in the rank of **Divisional Forest Officer / Asst. Conservator of Forests / Assistant Engineer** & above in the State or Assistant / Under Secretary & above in the Forest Department. I am aware that, if the facts subsequently proved to be false, my contract will be rescinded by the Department and total E.M.D & security deposit. I shall be liable to make good of the loss and resulting from such cancellation.

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

Signature of Tenderer

Date: -

SCHEDULE-C

CERTIFICATE OF TOOLS AND PLANTS

I / We hereby certify that, the following tools and plants, machineries and vehicles are in my / our possession and in working order.

All Machinery are mandatory.

Sl. No.	Type of Equipments / Required in No.	No. of machines owned/ leased hired	Copy of Documents enclosed (Yes/No)
1	Tractor – 1		
2	Concrete Mixer – 1		
3	Needle Vibrator – 1		
4	Plate Vibrator – 1		
5	Water tanker – 1		
6	Rigid Centering and Shuttering Plates – Minimum area1500Sft.		
7	Generator – 1		
9	Other Machinery, if any		

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

Signature of Tenderer

Date: -

SCHEDULE – D

WORK EXPERIENCE

LIST OF SIMILAR NATURE OF PROJECTS EXECUTED

Name of Employer	Name of location and name of work	Contract price in Indian Rupees/ Agreement No.	Major Items of works	Stipulated date of commencement/ completion of the work as per Agreement	Actual date of completion of the work	Value of work actually executed during last 5 financial years		Reasons for delay in starting/ completion, if any
						Financial year	Value	
1	2	3	4	5	6	7	8	9

Note: The above information is to be certified by the Engineer in Charge / Employer not below the rank of Executive Engineer / Divisional Forest Officer.

Signature of Tenderer

Date: -

SCHEDULE-"E"

INFORMATION REGARDING CURRENT LITIGATION, DEBARRING EXPELLING OF TENDERED OR ABANDONMENT OF WORK BY THE TENDERER

1.	a)	Is the tenderer currently involved in any litigation relating to the works.	Yes / No
	b)	If yes: give details:	
2.	a)	Has the tenderer or any of its constituent partners been debarred/ expelled by any agency in India during the last 5 years.	Yes / No
3.	a)	Has the tenderer or any of its constituent partners failed to perform on any contract work in India during the last 5 years.	Yes / No
	b)	If yes, give details:	

Note:

If any information in this schedule is found to be incorrect or concealed, qualification application will be summaranily be rejected.

Signature of Tenderer

Date: -

SCHEDULE -F

AFFIDAVIT

1. The undersigned do hereby certify that all the statements made in the required attachments are true and correct.

2.The undersigned also hereby certifies that neither **our firm M/s_____ nor any of its constituent partners / I** have abandoned any road/ bridge/Irrigation /Buildings or other project work in India nor any contract awarded to us / me for such works have been rescinded during the last five years prior to the date of this bid.

3.The undersigned hereby authorised and request (s) any bank, person, firm or Corporation to furnish pertinent information as deemed necessary and as requested by the Department to verify this statement or regarding my (our) competency and general reputation.

4.The undersigned understands and agrees that further qualifying information may be requested and agree to furnish any such information at the request of the Department.

(Signed by an Authorised Officer of the firm or Bidder)
Title of Officer
Name of Firm
Date:

(Note: The affidavit should be in the above format. Any change in language / structure is not acceptable & liable for rejection)

UNDER TAKING FOR WORKING IN FOREST AREA

Bid

No.:

To

[Insert complete name and address of the Authority/ Employer/ Tender Inviting Authority]

The undersigned Undertake that:

I shall abide all acts and rules on conservation of forests and wildlife for the time being in force like-

i. No damage to regeneration of Plantation.
ii. No felling of trees.
iii. No camp inside the Reserve Forest area.
iv. No setting of Fire.
v. No damage to wild animal
vi. Other rules and acts.

Signature of Bidders

Date: -

BIDDERS INFORMATION SHEET

Name of the Work applied for	:-	
Name of the Bidder	:-	
Address	:-	
Primary Mobile No.	:-	
Alternate Mobile No.	:-	
E-mail ID	:-	
GSTIN No.	:-	
PAN No.	:-	
Contractor License Regd. No. / Validity	:-	
Bank Information	:-	

Certified that the information as above is true to the best of my knowledge & I will be held responsible if anything contrary / adverse is observed in the future.

Full Name of Bidder

Signature of Bidders

Date: -

CHECK LIST TO BE FILLED UP BY THE BIDDER

Sl. No.	Particulars	Whether furnished		Reference to Page no
		Yes	No	
1	Cost of bid document Rs.6000/- (online non-refundable)			
2	E.M.D Rs.10800/-			
3	Copy of valid Registration Certificate			
4	Copy of valid GST certificate			
5	Copy of PAN Card			
6	Certificate of No Relationship in Schedule-A			
7	Certificate of Tools and Plant in Schedule-C			
8	Works Experience List of Similar Nature of Project Executed in Schedule-D			
9	Information Regarding current Litigation in Schedule-E			
10	Affidavit in Schedule-F			
11	Undertaking for Working in Forest Area			
12	Bidder Information Sheet			

Signature of Bidders

Date: -