

Sub:- WD&CW Dept – DW&CDA, WG, Eluru- Anganwadi Services Training Programme- Trainings under ECCE Component – Released Budget for establishment of Project Resource Centre and conducting the Trainings at District, Block / Project Level for the year 2018-19- Purchase of items through Tender process - Short Term Tender – Regarding.

Ref:- 1) Memo No.30038/4/2019 – Training – WD&CW Dept., Dt.14-02-2019 of the Special Commissioner, WD&CW Dept, A.P, Guntur  
2) Memo No:30027/1/2019 – Training – WD&CW Dept., Dt.02-03-2019 of the Special Commissioner, WD&CW Dept, A.P, Guntur

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1. In this connection, it is submitted that The Special Commissioner, WD&CW Dept, A.P, Guntur have issued instructions to purchase items mentioned in Annexure-I @ Rs.1,00,000/- per each ICDS Project in the District and purchase the items and supply the items to 18 ICDS Project Resource Centers in the District.

2. Further, it is submitted as per reference 2<sup>nd</sup> cited, the Special Commissioner, WD&CW Dept, A.P, Guntur informed Specifications for (14) Project Resource Centre Items attached and supply the items to the 18 ICDS Project Resource Centers in the District.

In this connection, short tenders details are as shown below :-

S.No	Particulars	Work Period	Total Value of Tender in lakhs (Approximately)
1	Specifications for (14) Project Resource Centre Items attached	7 Days From the date of agreement	18.00

The Joint Collector & Addl., Magistrate, West Godavari, Eluru is invited Sealed tenders on behalf of the Project Director, DW&CDA, West Godavari, Eluru from any interested Agencies as per the detail attached with this letter.

Tender document for Supply of Suggested Items for establishment of Project Resource Center at Project Level in West Godavari District. The Tender Schedule document specifications will be available on Website [www.westgodavari.org](http://www.westgodavari.org) and which can be downloaded and rate can be offered by interested agency.

The agencies should Pay Rs.5,000/- in the form of Demand Draft on the name of Project Director, DW&CDA, West Godavari payable at Eluru and documents as prescribed may properly covered sealed and subscribed "Supply of Suggested Items for establishment of Project Resource Center at Project Level" with the given specifications on envelop and deliver it in person and Demand Draft should be submitted separately in the office of the Project Director, DW&CDA, West Godavari, Eluru.

The tender will be opened on the same day in presence of the tenderer if possible.

The right to reject any or all tender without giving reason is reserved. The validity of the tender shall be for one year from the date of opening of the tender form.

1. Commencing date of tender schedule : 11.03.2019 from 11.00AM onwards.
2. Last date for issue of Tender Schedules : 15.03.2019 up to 05.00PM
3. Last date for receipt of Tenders : 16.03.2019 up to 12.00PM
4. Date of opening of Tenders : 16.03.2019 up to 04.00PM
5. Venue : Joint Collector's Chamber, Eluru

**GENERAL TERMS AND CONDITIONS:**

1. Sealed Tenders are called from the interesting Agencies for Supply of Suggested Items for establishment of Project Resource Center at Project Level.
2. Rate should be quoted in words and figures.
3. The financial bid and Technical bid proformas will not be modified by the agencies.
4. The rates should be quoted inclusive of transportation to 18 ICDS Projects of West Godavari District, all taxes. Any other taxes, etc. payable will be the responsibility of the agencies, if claimed over and above the accepted tender price it will be deducted from the bill by the Department while payment.
5. Joint Collector / Chairman of District Purchase Committee, WG, Eluru, GM, District Industries and DIO, NIC, W.G reserves the right to reject or accept any or all the Tenders without assigning any reasons.
6. The Tenderer or his authorized agent in person can present at the time of opening of Tenders.
7. Conditional Tenders will not be accepted in any cost.
8. Sealed Tenders addressed to the Project Director, DW&CDA, W.G., Eluru should reach on or before 12.00PM on 16.03.2019 or put in the Tender box provided for the purpose in the office of Project Director, DW&CDA, WG., Eluru. This office will not be responsible for missing of Tender or postal delay, if the Tender is submitted through post.
9. Tenders will be opened in presence of Joint Collector at 04.00PM on 16.03.2019 before the Tenderer or their representatives of the Firms at Joint Collector's Chambers, Collectorate, West Godavari, Eluru, whoever present.
10. The period of agreement will be for one year from the date of signing the Agreement.
11. The rates quoted shall be valid for one year i.e., from the date of entering of the agreement with the Committee.
12. The Supply of Suggested Items for establishment of Project Resource Center at Project Level have to be delivered to 18 ICDS Projects of West Godavari District in stipulated period mentioned in the tender.
13. The successful Tenderer/ Agency shall give in writing his unconditional acceptance and enter in to an agreement within three days after finalization of Tenders and attend the office of Project Director, DW&CDA, W.G., Eluru along with Rs.100/- stamped bond paper duly typed as per the specimen form of the agreement.
14. No advance payment will be made for supply of material.
15. The exact required quantity may increase or decrease basing on the field requirement.
16. The Tenderer should put the tender Technical bid in cover – A and Financial Bid in cover – B. Both the covers “A” and “B” should put in cover “C”.
17. The Tenderer Should Submit EMD of Rs.2,00,000/- (Two Lakhs) in the form of Bank Demand Draft favoring “Project Director, DW&CDA, West Godavari, Eluru” Payable at Eluru.
18. The agency should be VAT (old) Registered and GST Registration certificate.
19. The agency has to submit income tax returns for the financial years 2016-17, 2017-18.
20. Payments will be made after quality check by the competent authority only.
21. If the successful bidder did not Supply the Suggested Items for establishment of Project Resource Center at Project Level within the stipulated time, necessary action will be initiated against them as per law.
22. Tenders not submitted in the prescribed form or before stipulated date and time will be rejected.
23. Tender will be confirmed after evaluation of Technical facility and business turnover previous years.

The Joint Collector, West Godavari, Eluru shall evaluate both Technical bids cum financial bids based on the details provided by the bidder. Decision of the Joint Collector, West Godavari, Eluru shall be final and binding upon all the Bidders.

24. The District Administration have right to made any changes or postponement of procedure or cancellation of the work at any point of time without intimation.

The above conditions are accepted and are binding to me

Signature of the Agency  
Date: /03/2019

Sd/-  
Tender Inviting Officer,

**NOTE: Please return the copy of the conditions duly signed along with your tender/quotation.**

TENDER SCHEDULE

PART – A

1. Name and Address of the Agency :
2. Contact Person :
3. Contact Numbers :
4. Phone :
5. Mobile :
6. Fax :
7. Turnover of the Agency (Rs.In Lakhs) :
8. VAT No. (Copy to be enclosed) :
9. PAN No.(Copy to be enclosed) :
10. Government work orders if any :
11. Income Tax Returns for two financial years 2016-17, 2017-18 :
12. GST Registration Certificate No  
(Copy to be enclosed) :

AUTHORIZED SIGNATORY

**Technical Bid**  
Schedule-A  
Government of Andhra Pradesh  
District Women & Child Development Agency  
West Godavari, Eluru.

Proforma for Supply of Suggested Items for establishment of Project Resource Center at Project  
Level

Name of the Agency :

S.No.	Name of Desired documents	Whether copy of desired certificates / documents are enclosed or not
1.	Performa for bidders particulars in tender schedule, i.e., Part-A	Yes/No
2.	Details of experience & Past performance for contracts of preparation, if any.	Yes/No
3	All documentary proof of experience /past performance claimed	Yes/No
4	Details of turnover in last 2 financial years	Yes/No
5	Audited balance sheets of last two financial years showing average annual turnover as mentioned	Yes/No
6	Self attested copy of valid registration certificate of firm/company/agency	Yes/No
7	Self attested copy of valid PAN No. of the firm/company/agency	Yes/No
8	Self attested copy of valid service tax of the firm/company/agency	Yes/No
9	Self attested copy of valid GST Registration of the firm/company/agency	Yes/No
10	Letter of authorized signatory	Yes/No
11	Duly signed all pages of terms & conditions of tender document	Yes/No

Signature of the Bidder :

Rubber Seal :

Name of Bidder :

**Financial Bid**  
(Schedule-B)  
Government of Andhra Pradesh  
District Women & Child Development Agency  
West Godavari, Eluru.  
(Declaration of the Bidder)

To  
The Project Director &  
Tender Inviting Officer,  
DW&CDA,  
West Godavari, Eluru

Sir,

Subject: Supply of Suggested Items for establishment of Project Resource Center at Project Level with the given specifications.

Tender No. 1688794/A4/2019 and date: /03/2019.

S.No	Name of the item and specifications	Requirement of Item Per Project Resource center	Specifications	Cost of Item	cost in words
1	Vinyl boards with Alphabets, Numbers, Story (1+1+1)	3	As per the Attachment		
2	Display Board (Pin Up Board)	1			
3	Animal Face Masks (Qty:5)	5			
4	Mirror ( Fibre made)	1			
5	Storage Cabinet	1			
6	Kanjeera	1			
7	White Board	1			
8	Chart stand	1			
9	Display Screen for LCD Projector	1			
10	TV 55 inches (LED; 4K, Smart TV)	1			
11	Portable cardless speaker system	1			
12	Smart Phone with high end camera	1			
13	Video camera stand	1			
14	Water Filter	1			

**Note:**

Supply of Suggested Items for establishment of Project Resource Center at Project Level cost should be quoted duly inclusive of all taxes and Transportation to 18 ICDS Projects.

Signature and name and  
Address of the Bidder  
Designation:

Phone Number:  
Email id: