

**Eklavya Model Residential School, Gidhibas**  
**Dist: Keonjhar, Odisha, Pin: 758032**  
**TENDER CALL NOTICE FOR THE YEAR 2026-27**

**Tender Notification: EMRS Gidhibas/Tender/2026-27/01, Date: 08-06-2026**

Sealed tenders are invited from the reputed registered firms to supply different goods and services to EMRS Gidhibas from July-2026 to March-2027. The Tender form and other related documents can be downloaded from <https://emrsgidhibas.com>. The complete filled in tenders along with payment of Rs 200/- for Tender Form & specified EMD amount in shape of separate Bank Drafts/ Bankers Cheques in favour of **Principal, EMRS Gidhibas**, payable at SBI Ukhunda must reach through registered post/ speed post addressed to "**The Principal, Eklavya Model Residential School, Gidhibas, Dist: Keonjhar, Odisha, Pin: 758032**" latest by dt 30-06-2026 (04:00 pm). The tender will be opened in the office of the Principal, EMRS Gidhibas, in the presence of members of Purchase Advisory Sub-Committee ( PASC ) on dt 02-07-2026 at 11:00am. The Purchase Advisory Sub-Committee, Chairman reserves the right to accept or reject any tender, in whole or in part, without assigning any reason thereof.

Sno	Group of Items	Amount of EMD	Duration
1	Grocery	Rs. 20,000	Yearly
2	Snaks/Bakery Items	Rs. 5,000	Yearly
3	Vegetables	Rs. 5,000	Yearly
4	Fruits	Rs. 5,000	Yearly
5	Non-Veg Items	Rs. 5,000	Yearly
6	Daily Toiletries	Rs. 5,000	Yearly
7	Dairy Products	Rs. 5,000	Yearly
8	Hair Cutting	Rs. 5,000	Yearly

- 1) GSTIN, PAN, last quarter GST return file is compulsory for all items except vegetables, non-veg items.
- 2) Micro and Small Enterprises are exempted from depositing EMD amount provided they submit relevant registration certificate to claim this waiver.
- 3) Party or their representative must be present on the date of tender opening.
- 4) Financial bid documents and technical bid documents should be in separate envelope with proper labelling Financial Bid / Technical Bid. Group of the item should also be written on the top of envelope.
- 5) SHG (Champua & Jhumpura Block) will be given preference for vegetables, non-veg items and dairy products.
- 6) For more details, please visit Tender Notice section of our school website.

<https://emrsgidhibas.com>

**Sd/- Principal**  
**EMRS Gidhibas**

# EKALAVYA MODEL RESIDENTIAL SCHOOL, GIDHIBAS

DIST: KEONJHAR, ODISHA, PIN: 758032

Tender Notification: EMRS Gidhibas/Tender/2026-27/01

Date: 08-06-2026

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## TERMS AND CONDITIONS OF THE TENDER NOTICE FOR

SUPPLY OF .....

- 1) The supplier/tenderer shall be deemed to have carefully examined the terms and conditions, specifications, etc of the item to be supplied. If he/she has any doubt as to the meaning of any portion of the conditions, specifications he/she may refer to the EMRS and get clarification from school office / Principal before sending the bid.
- 2) The sealed tenders complete in all respects must reach "The Principal Ekalavya Model Residential School, Gidhibas, Block: Jhumpura, Dist: Keonjhar, Odisha, Pin: 758032, by registered post or speed post only.
- 3) Last date for submission of tender is 30-06-2026 (by 04:00 pm).
- 4) The tenders will be opened in presence of Purchase Advisory Sub-Committee / tenderers / their authorized representatives on 02-07-2026 at 11:00 am in the office of the Principal, EMRS Gidhibas.
- 5) No rate will be accepted over and above the MRP, hence it may be ensured that rates quoted by firms are below MRP.
- 6) Various schemes of discount and free items offered by the manufacturer / distributor have to be extended to the school.
- 7) It is compulsory to quote rates of all the items given in the tender form, if not quoted, Committee will decide whether he/she will be eligible to take part in tender opening or not.
- 8) In case of items supplied other than the approved brand, specifications, make or size, the same shall have to be replaced immediately by the supplier without extra cost. In case of any article supplied is not being approved, then expenses or loss caused to EMRS as a result of rejection or replacement of supplies, shall be entirely impose to the account of the supplier.
- 9) Principal of EMRS Gidhibas shall have at all reasonable time access to the supplier's premises and shall have the power and all reasonable time to inspect and examine the materials and workmanship of all the material as the case may be.
- 10) On delivery of times the suppliers must submit original GST Bill / Delivery challan with purchase order to the school.
- 11) If the items supplied are found damaged, mutilated, substandard or not conforming to the standard as per contract, the same will be rejected and the supplier shall have to replace the same immediately without any extra cost. The date of supply of replacement will be treated as the date of delivery and not the original one. Any expenses incurred/loss suffered by EMRS on this supply shall be debited from the supplier's A/c.
- 12) The rejected articles must be immediately removed by the supplier from the destination at the time of verification. The EMRS shall not be responsible for any loss, shortage, damage, etc.
- 13) The supplier shall be responsible for the proper standard packing so as to avoid damage under normal conditions of transport by road and shall ensure delivery of the materials in good condition to the consignee. In the event of any loss, damage, torn/cut or any shortage found on checking/inspection of the materials by the consignee, in the presence of supplier.

- 14) The proposed rate by the tenderer includes all Central, State and Local Taxes & Duties, Freight and other charges and is on F.O.R. destination basis.
- 15) The supplier/tenderer shall furnish valid TDR pledged in favour of Principal EMRS Gidhibas payable at Ukhunda of any Nationalized bank only (of same period) as per Item & amount mentioned in Tender Notice towards EMD along with Technical Bid. (as per annexure attached). The EMD of the unsuccessful bidder will be released after the tender process is over.
- 16) The successful tenderer should deposit Security Money (SD) within period of 07 days from the selection of tender an amount equal to three percent (3%) of the contract value immediately after signing an agreement for supply on stamp paper of Rs. 100/-. This should be in the Shape TDR pledged in favour of Principal EMRS Gidhibas payable at Ukhunda of any Nationalized bank only. The exact amount of security deposit as per the annual demand of the school will be intimated to the tenderer by EMRS for instant deposit otherwise he / she may be rejected & L2 will be considered.
- 17) There should not be any overwriting or correction in the tender. If figure is to be amended it should be neatly scored out, the revised figure written above.
- 18) Only quoting lowest rate will not bind the undersigned to accept the tender, quality will also be given due weightage while finalizing the tender.
- 19) If the Supplier will not supply the material within the stipulated time & as per tender specifications, the Security Deposit Money (SD) will be forfeited and the tenderer may be black listed for future transactions with EMRS Gidhibas without further reminder / information to parties.
- 20) Remittance charges on payment made to the supplier will be borne by the supplier.
- 21) **SUPPLY / DELIVERY SCHEDULE :** The supplies shall be made strictly within the stipulated time as per supply order/ Purchase order .On delay, the undersigned may purchase the same from L2 / local market the excess amount will be deducted from Security Deposit Money.
- 22) All documents should be self-attested by tenderer.
- 23) The Contract is valid for one year. It may be extended for another year on the approval of Purchase Advisory Sub- Committee.
- 24) The Contract of Vegetable & Fruits items is valid for 6 months only. It may be extended for another 6 months on the approval of Purchase Advisory Sub-Committee
- 25) The selected bidder shall deliver the items at EMRS Gidhibas in between 9 am to 4 pm on all working day & supply at odd hours will be avoided at all cost. Prior intimation of two days be given to Principal EMRS Gidhibas.
- 26) To ensure transparency and timely payment, all supplies to the EMRS should be invariably accompanied by cash bill. No supplies without cash bill will be accepted under any cost. The EMRS reserves the right to refuse items not accompanied by bill/invoice.
- 27) **EMRS GIDHIBAS, DIST: KEONJHAR SHALL HAVE THE RIGHT TO ACCEPT OR REJECT ALL TENDERS WITHOUT ASSIGNING ANY REASON THEREOF.**
- 28) Allocation of quantity to any tenderer shall be at the sole discretion of the EMRS. Any condition other than those mentioned above, shall not be accepted.
- 29) Any conditional offer shall be rejected summarily.
- 30) **THE EMRS RESERVES THE RIGHT TO INCREASE OR DECREASE OR CANCEL QUANTITY MENTIONED IN THE TENDER NOTICE OR SUPPLY ORDER AT ANY TIME WITHOUT ASSIGNING ANY REASON AT THE RISK AND COST OF THE SUPPLIER/TENDERER.**
- 31) Tenderer should produce the sample at the time of Tender Opening in presence of Purchase Advisory Sub- Committee positively, failing which rates cannot be taken in to consideration.

For the interpretation of the tender conditions, the decision of the EMRS will be final. The above terms and conditions from 1 to 31 are acceptable to us and these conditions will constitute the conditions of contract between me/us and EMRS, the moment our tender/proposal is accepted and firm supply order is issued.

Signature of Tenderer with Seal

**Witness (Signature, Name & Address)**

Witness-1 Name:	
Mobile:	
Address:	
Signature:	

Witness-2 Name:	
Mobile:	
Address:	
Signature:	

**EKLAVYA MODEL RESIDENTIAL SCHOOL, GIDHIBAS  
DIST: KEONJHAR**

**TECHNICAL BID**

**Technical Bid for the Supply of: .....**

Tender Notification:	Tender No: EMRS Gidhibas/Tender/2026-27/01 Date: 08-06-2026
Date of Issue of Tender:	08-06-2026
Last Date of Receipt of Tender:	30-06-2026 (by 04:00 pm)
Date of Opening of Tender:	02-07-2026, at 11:00 am

**To be filled by the Tenderer**

I/We hereby submit Technical Bid for supply of .....  
..... ITEMS as per terms, conditions and specifications of the above mentioned notification of EMRS, Gidhibas, Dist: Keonjhar which are acceptable to me/us. I/We are aware that while evaluating the Technical bid, if any/part (as decided by EMRS, Gidhibas of the terms/items mentioned below is not found meeting the requirement of the tender notice, the bid will not be accepted.

1.	Earnest Money	(a) Bank ..... TDR No. .... dated ..... Amount Rs.....
2.	Income Tax Registration details (If applicable)	Income Tax PAN No. .... Copy encl: Yes/No
3.	GST Latest clearance Certificate (Return Copy) from the competent Authority (If applicable)	GST No. – Issuing authority: Period of Validity:
4.	GST Registration Certificate (If applicable)	Number and date of certificate (a) Certificate No. .... Dt. .... Designation of certificate issuing officer : ..... Attested copy of the certificate Annexed : Yes/No
5.	Submitting of Product Prospectus/ Brochures/Samples of _____ as per list & specifications. (where applicable).	Yes / No
6.	Registration Certificate for the manufacturing item (IF APPLICABLE) (Certified copies of registration certificates must be enclosed)	Valid Certificate issued by any Govt. authority : Yes/No If yes, the Name of the authority ..... .....

7.	Copy of ISO:9001:2000 Certificate (IF APPLICABLE)	Number and date of certificate (a) Certificate No..... Dt. .... (b) Name of the issuing authority : ..... Valid upto..... Attested copy of the certificate Annexed : Yes/No
8.	Description of the registered trademark (where applicable)	Yes / No
9	Experience certificate regarding stitching & supplying of Uniform items (If applicable)	Yes / No
10	Valid registration details	Yes / No
11	Tender Paper Cost	a) Bank ..... b)DD No/Money Receipt No. .... dated .....Amount Rs.....
12	Food License ((IF APPLICABLE)	Yes /No

**Undertaking**

I/We undertake to abide by the terms & conditions of tender notice along with Annexures.

I/We undertake to make the entire supply as per delivery schedule of tender notice.

The proposed rates are valid up to next tender of EMRS Gidhibas.

I/we am/are not black listed or otherwise debarred from tendering/supplying from any State or Central Govt. Department/agency/undertaking.

**List of enclosures:**

- |         |         |
|---------|---------|
| 1.....  | 6.....  |
| 2.....  | 7.....  |
| 3.....  | 8.....  |
| 4.....  | 9.....  |
| 5.....  | 10..... |
| 11..... | 12..... |

SIGNATURE OF THE TENDERER WITH SEAL

Name:.....

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PostalAddress:.....

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PIN: .....

Mobile No.:.....

Email ID: .....