



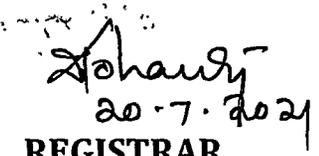
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**File No. Acd-III-II/38/2021-11895 /UAT., dt. 22-7-2021.**

**SHORT TENDER CALL NOTICE**

Sealed Tenders are invited from the manufacturer/reputed registered Jewellers having GST No. for supply of Gold Medals (236 nos approximate) for 39<sup>th</sup> Convocation of OUAT, Bhubaneswar. The detailed specifications / terms and conditions are available in OUAT website (ouat.nic.in). The last date for receipt of tender paper is on 06.08.2021 up to 5.00 P.M .

  
20-7-2021  
**REGISTRAR**

## SHORT TENDER CALL NOTICE FOR SUPPLY OF GOLD MEDALS

Sealed tenders are invited for 39<sup>th</sup> convocation of OUAT, Bhubaneswar from reputed manufactures /registered jewelers /authorized dealer/Distributors/Stockiest for supply of Gold medals.

**Detail size and specifications of Gold Medals are given below to supply.**

Description	Design	Approx Requirements
<ol style="list-style-type: none"><li>1. Name and OUAT Insignia will be engraved on one side and the name of the recipient, subject and batch will be engraved on the other side</li><li>2. Medal to have gold covering of all over with engraving there on 22c or above</li><li>3. The base medal should be in copper</li><li>4. Plastic box, Ribbon will be provided.</li><li>5. Size of the Medals is 4 cm dia and weight 20 grams.</li></ol>	Sample copy submitted	236 nos . (Two hundred thirty six)

1. Cost of Gold Medal along with making charges, plastic box ribbon and GST will be given per unit. The transportation charges will be borne by the supplier. The tender offer in sealed cover containing both technical and financial bids along with all relevant documents duly self attested must be submitted by **6.8.2021 up to 5.00 pm** in the office of Asst. Registrar(Acd), OUAT, BBSR which will be opened on **9.8.2021 at 11 AM** in presence of the bidders or their authorized representatives. Tender(s) received after due date and time shall not be accepted. This department shall not be responsible for delay in postal delivery or similar reasons.
2. OUAT reserves the right to accept or reject any or all tender without assigning any reason thereof.
3. Earnest money deposit amounting to 2% of total amount including taxes in shape of the Demand Draft drawn in favour of Comptroller, OUAT payable at Bhubaneswar should be submitted along with the tender. EMD of the unsuccessful bidders shall be returned immediately after finalization of the procurement process. EMD of the successful bidders shall be returned only after successful supply of the materials.
4. Payment will be released only after satisfactory supply of goods.
5. Approximate requirements as indicated above may be reduced or increased basing upon the actual requirements .Therefore, price per unit should be indicated clearly both in figure and in words and the taxes or any other charges if any should be shown separately.
6. The selected agency shall have to supply the intended goods within ten days from the date of issue of supply order from Registrar, OUAT and any contravention there of shall be deemed as a breach of contract and shall attract penalty as decided by the OUAT, authority.

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7. Tender received without EMD and other required documents shall be out rightly rejected and incomplete tenders having cuttings /over writings are liable for rejection.
8. The supplies received if found not as per the specification are liable to be rejected.
9. In case the bidders fail to supply the desired goods within the stipulated time period the OUAT shall have the right to purchase the same from other sources.
10. In-case of late or delayed supply of ordered goods, OUAT will have the right to accept or reject the supply or levy penalty for such late supply.
11. The supply order can be terminated or cancelled summarily by OUAT will have in whole or in part at any time without assigning any reason, if the supply made by the manufacture/supplier is found not according to approved specification/sample or incase supply is not received within stipulated time.
12. OUAT will have the right to forfeit EMD, if the terms and condition of the tender are not adhered to by the supplier or in case of breach of contract.
13. It may be mentioned here that selection of Gold Medal shall be made on the basis of the quality and durability as mentioned in the section "**Detail size and specification of Gold medal**" with due regard to price quoted and supply orders shall be accordingly.
14. Tenders received after due date and time shall not be accepted and OUAT shall not be responsible for delay in Postal delivery or any other reason.
15. Date of availability of tender documents in online (OUAT Website) is from **23.7.2021 to 6.8.2021.**
16. Last date for receipt of sealed tender is **6.8.2021 up to 5.00 pm.**
17. Date for opening of sealed tenders/technical bids & financial bids is **9.8.2021 at 11 AM** in the office of Dean, PGF-Cum-DRI, OUAT, Bhubaneswar.
18. Date of supply of material is **within ten days** of receipt of the supply orders.
19. The bid containing technical and financial bid shall reach the Asst. Registrar (Acad.), OUAT, Bhubaneswar vides Speed post/registered post Courier on or before **6.8.2021 up to 5.00 pm.**
20. On envelop please write "**Tender for supply of Gold Medals**".**This envelop shall contain technical bid and financial bid in separate envelop with super specification.**
21. The tender paper will be downloaded from OUAT website and the same may be submitted along with Bank Draft of Rs. 200/- (Rupees Two Hundred only) in shape of Demand Draft in any nationalized bank in name of Comptroller, OUAT, Bhubaneswar payable at Bhubaneswar & apply in plain paper along with the following documents / information's.

1. Name and OUAT, Insignia will be engraved on one side and the name of the recipient, subject and batch will be engraved on the other side.

2. Medal to have gold covering of all over with engraving there on 22c or above
3. The base medal should be in copper
4. The cost of Gold with making charges, Plastic Box, Ribbon and taxes should be shown separately.
5. Photo copy of GST No. & Regd. No. of the firm be submitted with the tender documents.
6. Size of the medals is 4 cm dia and weight 20 grams.
7. Original D.D. of EMD 2% of total amount of tender value including taxes drawn in favour of Comptroller, OUAT, payable at Bhubaneswar.
8. Original D.D. for cost of tender paper of Rs. 200/- drawn in favour of Comptroller, OUAT, payable at Bhubaneswar.
9. Undertaking to supply in time as per specification.
10. Copy of previous order for supply of the Gold Medals to any other Institution.
11. Contact person's name, mailing address, mobile & E. mail address
12. Financial bid in the proforma as given below as annexure in a sealed envelope with mention of "financial bid" on it.

### Financial Bid Proforma/Format (Annexure)

Sl No.	Items	Price/unit (Rs.)	Applicable taxes(Rs.)	Total cost (Rs.)
1	Gold Medal as per specification mentioned in the tender paper.			

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