



ODISHA STATE CIVIL SUPPLIES CORPORATION LTD.

(A Govt. of Odisha Undertaking)

Registered Office: C/2, Nayapalli, Bhubaneswar-751012

CIN:U51211OR1980SGC000894Tel No:0674-2395391,

Fax No:0674-2395291,website:www.OSCSC.in

Tender No:- 13688/OSCSC/GS/GNY/003/2024 Dated : 14.11.2024

RE-TENDER CALL NOTICE FOR ENGAGEMENT OF TRANSPORT CONTRACTORS

Managing Director, Odisha State Civil Supplies Corporation Ltd., invites tenders in Double Cover System through **ONLINE MODE ONLY** for the works below:

Name of the work: Selection and engagement of transport contractors for road transportation of new B-twill Gunny bales (one bale contains 500 bags) from different jute mills located in Andhra Pradesh & Odisha to custom millers premises/private hired go-downs / OSCSC Ltd. own go-downs/ hired go-downs of CWC & OSWC located in different districts in the State of Odisha.

Sl No	Event Description	Date
1	Availability of bid document in the portal	From date 18.11.2024
2	Date, time and venue for pre-bid conference.	Date 25.11.2024 at 4.00 P.M. ,Conference Hall, OSCSC Ltd., C/2, Nayapalli, Bhubaneswar-751012
3	Last Date and time for receipt of bids in the portal	dt. 09.12.2024 up to 5.00 P.M.
4	Date and Time of Opening of Technical Bid	dt.10.12.2024 at 11.00 A.M.
5	Opening of Financial Bid	To be announced after technical bid evaluation. (Only of Technically Qualified Bidders)

Name and address of the officer inviting Tender:- Managing Director ,Odisha State Civil Supplies Corporation Ltd. (OSCSC Ltd.) C/2, Nayapalli, Bhubaneswar – 751012.

Tender Documents & other details can be seen from the e-procurement portal <https://tendersodisha.gov.in>, www.oscsc.in and www.foododisha.in. Amendments /corrigendum/cancellation/ retenders etc. if any shall be published only in above websites.

By order of Managing Director

**Sd/-
Manager(Accounts)
OSCSC Ltd.**

Memo No: 13689

Dt.14.11.2024

Copy along with copy of enclosures forwarded to IT section OSCSC Ltd./PST,FS & CW Department for hosting the Tender call notice in the official website /Establishment Section for Notice Board of the OSCSC Ltd.for wide publication .

**Sd/-
Manager(Accounts)
OSCSC Ltd.**



**ODISHA STATE CIVIL SUPPLIES CORPORATION LTD.
C/2, NAYAPALLI, BHUBANESWAR**

Tender No:- 13688/OSCSC/GS/GNY/003/2024 Dated : 14.11.2024

E-TENDER DOCUMENTS

ENGAGEMENT OF TRANSPORT CONTRACTORS FOR ROAD TRANSPORTATION OF NEW B-TWILL GUNNY BALES FROM DIFFERENT JUTE MILLS LOCATED IN ANDHRA PRADESH & ODISHA TO CUSTOM MILLERS PREMISES/PRIVATE HIRED GODOWNS/OSCSC LTD. OWN GODOWNS/HIRED GODOWNS OF CWC & OSWC LOCATED IN DIFFERENT DISTRICTS IN THE STATE OF ODISHA THROUGH E-TENDER.

Issued by:

**Managing Director
Odisha State Civil Supplies Corporation Ltd. (OSCSC Ltd.)
C/2, Nayapalli, Bhubaneswar - 751012**



NOTICE INVITING TENDER

Office of Managing Director
Odisha State Civil Supplies Corporation Ltd. (OSCSC)
C/2 Nayapalli, Bhubaneswar – 751012
Phone: 91674-2392264

Tender No:- 13688/OSCSC/GS/GNY/003/2024 **Dated : 14.11.2024**

Online Tenders are invited from eligible Bidders for selection and engagement of transport contractors for road transportation of new B-twill Gunny bales (one bale contains 500 bags) from different jute mills located in Andhra Pradesh & Odisha to custom millers premises/private hired godowns / OSCSC Ltd. own godowns/ hired godowns of CWC & OSWC located in different districts in the State of Odisha.

1	Availability of tender documents	From Date 18.11.2024 Downloadable from website: www.oscsc.in , www.foododisha.in & www.tendersodisha.gov.in
2	Date, time and venue for pre-bid conference.	On dt.25.11.2024 at 4.00 P.M., OSCSC Conference Hall
3	Last date and time for online submission of completed Tender Documents with enclosures	Through e-Procurement Portal: www.tendersodisha.gov.in Up to 5.00 P.M. of dt.09.12.2024
4	Date, time and venue for opening of Technical Bid by the Tender Committee	On dt.10.12.2024 at 11.00 A.M., OSCSC Conference Hall
5	Date, time and venue of submission of original documents in support of scanned copies uploaded in the portal for verification	On dt.12.12.2024 at 11.00 A.M. onwards OSCSC Conference Hall
6	Date & time of Financial Bid opening by the Tender Committee	To be announced after technical bid evaluation. (Only of Technically Qualified Bidders)
7	Venue of the opening of Technical & Financial Bids	Conference Hall, Odisha State Civil Supplies Corporation Ltd., C/2, Nayapalli, Bhubaneswar 751012
8	Validity Period	Tenders are to remain open for acceptance for 180 days inclusive of date of opening of tender.
9	Language of the Tender	The tender should be prepared by the bidder in English language only.
10	Help Desk telephone no	(i) OSCSC Ltd. :- Manager (Accounts) :- 9437050768 (ii) State Procurement Cell:-0674-2530998 / 18003456765
11	Cost of Tender Document	The cost of the tender document is Rs.2950/- Inclusive of GST for each source state -recipient zone unit (through online mode).



N.B: 1. If the office happens to be closed on the date of opening of tenders, tenders will be opened on the next working day in the same time.

2. Managing Director, OSCSC reserves the right to cancel any/ all of the tenders at any time without assigning any reason thereof.
3. Further details can be obtained in the website www.oscsc.in, www.foododisha.in & www.tendersodisha.gov.in.
4. The bidder must deposit Tender Document Fee & EMD at the time of submission of tender through online payment gate way service.
5. Any amendment/ cancellation/ re-tender/ corrigendum please refer to the website www.oscsc.in, www.foododisha.in & www.tendersodisha.gov.in.

(By Order of Managing Director)

**Sd/-
(Manager Accounts)
OSCSC Ltd., Bhubaneswar**



ODISHA STATE CIVIL SUPPLIES CORPORATION

PLOT NO.C/2, NAYAPALLI, BHUBANESWAR-12

Tender No:- 13688/OSCSC/GS/GNY/003/2024 Dated : 14.11.2024

TENDER DOCUMENTS

Tender Documents comprising of 70 pages (including annexures and appendices) are issued. The tender shall be submitted online through e-Tender Portal: www.tendersodisha.gov.in.

The Cost of Tender Document is Rs.2950/- (Rupees Two Thousand Nine Hundred Fifty only) Inclusive of GST (Non-refundable) for each source state -recipient zone unit. The Bidders will be required to pay through on-line mode.

1. Introduction-

1.1 About OSCSC:

Odisha State Civil Supplies Corporation Ltd. (OSCSC) is a fully owned State Government Corporation registered under Companies Act 1956. It intends to select and appoint transport contractors for road transportation of new gunnies in bales from different jute mills located in different States to Custom Millers premises/private hired godowns/OSCSC's own godowns/hired godowns of CWC&OSWC etc., located in different districts in the State of Odisha.

1.2 Objective of the Tender:

Odisha State Civil Supplies Corporation Ltd. (OSCSC) intends to engage transport contractors for transportation of new B-Twill Gunny bags contained in bales (500 bags per bale) by road from different Jute Mills located in the States of Andhra Pradesh & Odisha as assigned by Jute Commissioner/ Managing Director/ Manager(Accts)/ District Managers of OSCSC Ltd./ or any other officer authorised by Managing Director, to the premises of Custom Millers/ Private hired godowns/OSCSC's Own Godowns/ Hired Godowns of CWC & OSWC etc. located in different districts in the State of Odisha as indicated in Para-2. The volume of B-Twill Gunny bales to be transported at one time shall vary as per need from time to time & as per Production-cum-Supply orders issued



by Jute Commissioner on the jute mills of concerned States from where the Bidder intends to make transportation and OSCSC does not guarantee any quantity for such transportation.

1.3 **Fact Sheet:**

This **Fact Sheet** comprising important factual data of the tender is as below for quick reference of the interested Bidders.

Particulars	Description in Short
Scope of the Tender	Transport contractors will be engaged for road transportation of assigned quantity of new B-Twill Gunny bags contained in bales (500 bags per bale) by road from different Jute Mills located in the States of Andhra Pradesh & Odisha to the premises of Custom Millers/ Private hired godowns/OSCSC Ltd. Own Godowns/ Hired Godowns of CWC & OSWC located in different districts in the State of Odisha as enumerated in table under Para 2 .
Eligibility of the Bidders	The Bidder being a company registered under Companies Act in India or a partnership firm or a proprietorship firm registered under relevant acts in India may apply for this tender, provided it fulfils necessary eligibility criteria as prescribed under different paragraphs of these tender documents.
Method of Selection	Least Cost Based Systems (LCBS) shall be used to select the transport contractor. Two bids system will be followed namely Technical Bid& Financial Bid. The Bidder needs to qualify in the Technical Bid for consideration of his financial Bid opening.
Tender Document fees	Tender documents can be downloaded from the website. The Bidders are required to deposit tender document fee of Rs.2950/- (Rupees Two Thousand Nine hundred fifty only) for each source state - recipient zone unit online only through a process as per works Department office Memorandum vide Letter No.17254 dated 05.12.2017 failing which the tender shall be rejected(Copy of the Memorandum is attached).
Earnest Money Deposit	Earnest money Deposit as prescribed in the Para-3.5



Particulars	Description in Short
(EMD)	shall be in shape of payment through online system only through a process as per works Department office Memorandum vide Letter No.17254 dated 05.12.2017 failing which the tender shall be rejected (Copy of the Memorandum is attached).
Period of Contract	<p>The contract shall remain in force for a period of two years from the date of execution of service level agreement. However, the Managing Director, at his sole discretion , reserves the right :-</p> <ol style="list-style-type: none">To extend the period of contract for any further period beyond the original contract period up to one year on the same rates, terms and conditions.To terminate the contact at any time during its currency without assigning any reasons therefore by giving a 15 days notice in writing to the contractor at their last known place of residence /business and the contractor shall not be entitled to any compensation by reason of such premature termination. In such an event the transport contractor shall render complete account of gunnies Bales and any other information / documents in his custody and also arrange to complete that particular assignment as per the direction of the Managing Director, OSCSC Ltd., or any official on his behalf.To award similar works on the basis of said contract on mutual agreement with other contractor in case of termination of agreement of the defaulting contractor for the remaining period of existing contract (if any) at approved L₁ rate.
Scope of Work	<p>A bidder may apply for more than one source state - recipient zone units but he will be selected for maximum two source state - recipient zone units as decided by OSCSC Ltd. As this is a re-tender invited, hence, the limitation of selection for maximum two source state-recipient zone units , shall be applicable to those bidders who have already been selected in earlier tender(if any) in others zones w.r.t. the tender No :- 10335/OSCSC/GUNNY/003/2024 , dt.28.08.2024.</p>



Particulars	Description in Short
Language of the Tender	The tender should be prepared by the Bidder in English language only.
Currency of the Tender	The Bidder should quote price in Indian Currency only. The offered price must include all the services to be performed at dispatching point, during transportation and at receiving point as indicated in various paras in these tender documents and all taxes, (excluding GST) insurance charges etc.
Validity Period	Tenders are to remain open for acceptance for 180 days inclusive of date of opening of tender.
Tender Submission:	To be submitted online using e-procurement portal < www.tendersodisha.gov.in >
Consortium/Sub-Contract	Consortium or sub-contract is strictly prohibited.
Addressee of the Tender Inviting Authority	Managing Director, Odisha State Civil Supplies Corporation Ltd. (OSCSC Ltd.) Head Office, C/2 Nayapalli, Bhubaneswar - 751012

2. Scope of work.

- (i) Source States for dispatch of stock and different destination districts grouped into zones in which stocks shall be unloaded at various locations as cited in paragraph supra are as below:-

Sl. No.	Location of Jute mills (State)	Zone	Custom millers premises/ Private hired godowns/OSCSC Ltd. Own Godowns of CWC & OSWC located in following districts
1	Andhra Pradesh	B	Sambalpur, Jajpur, Angul, Kendrapada, Bhadrak & Jharsuguda, Bargarh, Sonapur, Boudh, Jagatsinghpur, Sundargarh, Deogarh, Keonjhar, Balasore & Mayurbhanj
2	Odisha	A	Balasore, Mayurbhanj, Bhadrak, Jajpur, Cuttack, Kendrapada, Jagatsinghpur, Keonjhar, Khordha, Puri, Nayagarh, Ganjam & Gajapati
		B	Angul, Dhenkanal, Deogarh, Boudh, Sambalpur, Kandhamal, Sonapur, Sundargarh, Bargarh, Bolangir, Jharsuguda, Kalahandi, Rayagada, Nuapada, Koraput, Nabarangpur & Malkangiri



ii) OSCSC does not guarantee any quantity for transportation. Considering urgency of requirement, the quantity of B-Twill Gunny bales shall be allotted to individual districts. The Bidder is required to acquaint himself with the past transportation trends & accordingly quote his rate. The projected district- wise transportation of new B-Twill Gunny bales is given in **Annexure-1**.

iii) The Bidder is required to get himself fully acquainted with the loading, unloading points & processes, distance involved from place of lifting to place of delivery of stock at Custom Millers premises/ Private hired godowns/OSCSC's Own Godowns/Hired Godowns of CWC & OSWC etc., labour charges at those godown points/custom miller premises, labour union problems, time required for loading and unloading etc. detention time, prevailing trend of inflation in fuel rates & quote his effective rate accordingly considering all those and any other factors considered relevant. No request for increase / decrease in the rate will be entertained once the tender is accepted. Services required to be performed under the contract are categorized in three parts as below.

Part-i (Service at Jute Mill point) – Supervision of timely and proper loading of B-Twill Gunny bales (500 bags of 50 KG. capacity per bale) to trucks shall be responsibility of the contractor.

Part-ii (Service in transit) - Safe and timely transportation of the B-Twill Gunny bales by road from Jute Mills located in the State from where the Bidder shall make transportation to Custom Millers premises/ Private hired godowns/OSCSC Ltd. Own Godowns/Hired Godowns of CWC & OSWC etc. located in the specified districts grouped into Zones in the state of Odisha for which the contractor agrees for transportation. The toll tax and any other taxes en-route shall be borne by the contractor. The contractor has to execute transit insurance for this purpose.

Part-iii (Service at delivery point) – Unloading of B-Twill Gunny bales from vehicle & stacking in the Custom Millers premises/ Private hired godowns/OSCSC Ltd. Own Godowns/Hired Godowns of CWC & OSWC etc. located in the specified districts groups in the state of Odisha for which the contractor agrees for transportation.

The Bidder shall take all those into consideration and quote his rates accordingly.



- iv) A bidder may apply for more than one source state - recipient zone units but he will be selected for **maximum two source state - recipient zone units** as decided by OSCSC Ltd.

For example a bidder can only be selected for source state - recipient zone units (i) Andhra Pradesh to Zone "B" & (ii) Odisha to Zone "A" only even if the bidder is found L₁ in more than two source state - recipient zone units.

As this is a re-tender invited, hence, the limitation of selection for **maximum two source state-recipient zone units**, shall be applicable to those bidders who have already been selected in earlier tender(if any) in others zones w.r.t. the tender No :- 10335/OSCSC/GUNNY/003/2024, dt.28.08.2024.

3. Instruction to Bidders.

3.1 BIDDING PROCESS:

- i. Potential bidders participating in the bidding process will be required to submit a detailed **Technical Bid & Financial Bid** in response to the Tender Call Notice.
- ii. **Registration in Portal:** Bidders intending to participate in the tender are required to register in the Portal i.e. **www.tendersodisha.gov.in** furnishing required information about them. This is a onetime activity for registering in Portal. During registration, the Bidder has to attach a Digital Signature Certificate (DSC) to his / her unique user ID. The DSC used must be of appropriate class ([Class II (if the validity period not expired as per the recent notification issued by State Procurement Cell)] or Class III) issued from a registered Certifying Authority recognized by CCA India such as n-Code, Sify, TCS, MTNL, etc. He / She has to submit the relevant information as asked for about him / his firm / company. The portal registration of the bidder is to be authenticated by the State Procurement Cell after verification through online certificates / documents such as (i) PAN and (ii) Registration Certificate (RC) / GST Registration Certificate and GSTIN (for procurement of goods) of the concerned bidder. The time period of validity in the portal is at par with validity of RC / GST Registration Certificate and GSTIN. Any change of information by the bidder is to be re-authenticated by the State Procurement Cell. After successful authentication bidder can participate in the online bidding process.



To log on to the portal the Bidder is required to type his/her user ID and password. The system will again ask to select the DSC and confirm it with the password of DSC. For each login, a user's DSC will be validated against its date of validity and also against the Certificate Revocation List (CRL) of respective CAs stored in system database. The system checks the unique ID, password and DSC combination and authenticates the login process for use of portal. Only one valid DSC should be registered by a Bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC"s to others which may lead to misuse.

Bidders are advised to register their valid e-Mail address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.

- iii. **Downloading Tender Documents:** The tender documents uploaded by the Tender Inviting Officer in the website **www.tendersodisha.gov.in** will appear in the section of "Upcoming Tender" before the due date of tender sale. Once the due date has arrived, the tender will move to "Active Tender" Section of the *homepage*. The publication of the tender will before specific period of time till the last date of submission of tenders as mentioned in the 'Notice Inviting Tender' after which the same will be removed from the list of Active tenders. Any bidder can view or download the tender documents from the website.
- iv. Furnishing scanned copy of all required documents is mandatory along with the tender documents otherwise his/her tender shall be declared as non-responsive and thus liable for rejection.
- v. Tender document Fees & Earnest money Deposit shall be in shape of payment through online system only through a process as per works Department office Memorandum vide Letter No.17254 dated 05.12.2017 failing which the bid shall be rejected (Copy of the Memorandum is attached).
- vi. A bid is said to be complete if accompanied by cost of tender document and EMD. The system shall consider only the last bid submitted through the e-Procurement portal.
- vii. In case of any failure, malfunction, or breakdown of the electronic system used during the e-tender process, the tender inviting authority shall not accept any responsibility for failures or breakdowns other than in those systems strictly within their own control.



viii. Any third party/company/person under a service contract for operation of e-tender system in the State or his/their subsidiaries or their parent companies shall be ineligible to participate in the tender processes that are undertaken through the e-tender system irrespective of who operates the system.

ix. **Format of the Tender:** The Tender shall be submitted in two parts:

(a) Part I : Technical Bid

(b) Part II : Financial Bid

x. **Contents of Technical Bid:**

The Bidder must submit the following particulars / documents as detailed in check list (Appendix-II) online within the timeline as set out in the Notice inviting tender failing which the tender shall be treated as incomplete and disqualified in Technical Bid.

xi. **Contents of Financial Bid:**

- a. The bidder shall submit the financial bid online.
- b. The bidder must upload the Financial Bid online as prescribed in the specified location only in the protected Bill of Quantities **online BoQ (in “.xls” format)**.
- c. Mentioning of rate anywhere in the Bid documents other than the designated location of Financial Bid (**online BoQ**) by the bidder shall result in disqualification of the bidder.
- d. The bidder shall quote consolidated rate in Rupees per bale inclusive of all taxes, duties, cess etc. confirming that no other charges would be payable to him/her.

3.2 **Signing of Tender:**

- (a) The prospective bidder can download the tender from the website anytime after issue of tender and save it in his system and undertake the necessary preparatory work off-line and upload the completed tender at his convenience within the due date and time of submission. The bidder shall only submit **single** copy of the tender including required documents and Financial Bid in the e-Procurement portal i.e. www.tendersodisha.gov.in within due date of submission. In the Financial Bid the bidder has to write the figures in the designated cell only. The Bidders are advised to up-load the completed Tender document well ahead of the last date & time of receipt to avoid any last moment problem of power/link failures etc.



- (b) The bidder shall go through the Tender carefully and list the documents those are asked for submission. He shall prepare all documents including declaration form, annexures and financial bid etc., and store in the system. The bidder shall also ensure payment of Tender document fee and EMD before submission of tender completed in all respects.
- (c) The Bidder shall log in to the portal with his DSC and move to the desired tender for uploading the documents in appropriate place one by one simultaneously checking the documents. Once the Bidder makes sure that all the documents have been up-loaded in appropriate place he clicks the submit button to submit the tender to the portal.
- (d) The tenders once submitted by due date cannot be retrieved or corrected. Tenders cannot be re-opened and cannot be submitted after due date and time. Therefore only after satisfying that all the documents have been uploaded, the bidder should click on submit button.
- (e) In the e-tender process each process is time stamped. The system can identify each individual who has entered in to the portal for any tender and the time of entering in to the portal.
- (f) The Bidder should ensure clarity of the document uploaded by him to the portal especially the scanned documents by taking out sample printing. Non-submission of legible documents may render the tender non-responsive.
- (g) The Bidder shall digitally sign on all statements, documents and certificates uploaded by him, owning responsibility for their correctness/authenticity as per IT Act 2000. If any of the information furnished by the Bidder is found to be false/fabricated/bogus, OSCSC Ltd. shall have the right to disqualify him/her without giving any notice or reason without prejudice to the other rights like forfeiture of EMD or summarily terminate the contract with forfeiture of Security Deposit, as the case may be, and may take any other steps that OSCSC Ltd. may have under the Contract and Law which includes debarment on participating in any tender of OSCSC for a period of 05 years.

3.3 **Submission of Tender:**

- i. For submission of Tenders through the e-Tender Portal, the bidder shall upload the scanned copy/copies of document in prescribed format wherever warranted in support of eligibility criteria and qualification information. The bidder shall have to produce the original documents in support of the scanned copies of