

## Notice Inviting Tender

RefNo:SFURTI/BOLAGARH/RAW MATERIAL-1/2025-26

Date:04.02.2026

**UNITEDSPORTSASSOCIATION**at-DHALAPATHAR,Post-KALAPATHAR,Via-KALAPATHAR,Dist-KHORDHA,Odisha,Pin-754009, invites tender unsealed cover undertwo bidsystemi.e.Technical bid& Financial Bid from TRADERS, MANUFACTURE and Authorized distributors for supply of RAW MATERIAL for establishment of Common Facility Centre for **BOLAGARH INDIGENIOUS AGARBATTI CLUSTER** on behalf of**ARATIRURALCARECLUSTERDEVELOPMENTTRUST(ARCCDT)(SPV)**AT-Dhalapathar,Post-Kalapathar,Via-Kalapathar,Dist-KhordhaPin-754009,Odisha.

DateofCommencement of tender	Lastdateand timeof submission of tender	Date & Time for opening ofTechnicalBid	Costoftender paper
<b>04.02.2026</b>	<b>10.02.2026</b>	<b>11.02.2026</b>	<b>FREE</b>

A complete set of the Bid documents containing the details of the terms and conditions may be downloaded from the website of UNITED SPORTS ASSOCIATION ([www.unitedsportsassociation.org](http://www.unitedsportsassociation.org)) or CENTRAL TOOL ROOM AND TRAINING CENTRE ([www.cttc.gov.in](http://www.cttc.gov.in)) and the same can be submitted along with cost of tender paper on shape of Bank Draft. Any corrigendum/ addendum/ information related to this NIT will only be uploaded in UNITED SPORTS ASSOCIATION website ([www.unitedsportsassociation.org](http://www.unitedsportsassociation.org)) which will not be published in Newspapers. The authority reserves the right to accept / reject any part or all the bids without assigning any reason thereof. The authorityhas the right to increase/ decrease / cancel the quantity without assigning any reason thereof.

**SECRETARY**

**UNITEDSPORTSASSOCIATION**

**UNITEDSPORTSASSOCIATION**  
**At –DHALAPATHAR, MOUZA-GOPINATH PUR,**  
**Po – KALAPATHAR,Dist.-KHORDHA,Odisha,Pincode-754009**  
**Website-[www.unitedsportsassociation.org](http://www.unitedsportsassociation.org)**

## **NOTICEINVITINGTENDER**

**NIT:SFURTI/BOLAGARH/RAW MATERIAL-1/2025-26**

**Name the work:** Supply and Delivery of Raw Materials, Chemicals, Packaging Materials and Spare Parts for Arati Rural Care Cluster Development Trust (ARCCDT) at Dhalapathar, Kalapathar, Khordha, Odisha

**Earnestmoney:** 3% of Package Value

**Lastdateandtimeof:** 11.02.2026 05:00 PM  
**Submissionofbid**

## TENDERNOTICE

**(Supply and Delivery of Raw Materials, Chemicals, Packaging Materials and Spare Parts for Arati Rural Care Cluster Development Trust (ARCCDT) at Dhalapathar, Kalapathar, Khordha, Odisha)**

Sealed tenders are invited from manufacturers, TRADERS and authorized distributors for supplying of RAW MATERIALS and CHEMICALS for establishment of Common Facility Centre at: Dhalapathar, Khordha, Odisha, being facilitated by **United Sports Association** Gopinathpur, Dhalapathar, Khordha, Odisha-754009. Tender should be submitted in double bid system **(Technical and financial bid separately)** along with **earnest money .i.e. 3% of the package.**

<b>ITEM</b>	<b>Amount (in Rs)</b>	<b>EMD (3%of packagevalue) (in Rs)</b>
PACKAGE-1-RAW MATERIAL	4,95,000	14,850
PACKAGE-2-CHEMICAL AND ESSENTIAL OIL	4,00,000	12,000
PACKAGE-3-PACKAGING MATERIAL	4,05,000	12,150
PACKAGE-4-SPARE PARTS	3,00,000	9,000
	<b>16,00,000</b>	<b>48,000</b>

The complete tender papers in all respect should be submitted at the following address: Gate no 1, Central Tool Room Training Centre, B-36, Chandaka Industrial Area, Bhubaneswar-751024 up to 05.00 pm of **Dt 10.02.2026**. Tender received will be opened in the presence of working committee of the proposed common facility centre on **Dt 11.02.2026** at 11.00 AM.

Tender form can be downloaded from the website of UNITED SPORTS ASSOCIATION ([www.unitedsportsassociation.org](http://www.unitedsportsassociation.org)) or CENTRAL TOOL ROOM AND TRAINING CENTRE ([www.cttc.gov.in](http://www.cttc.gov.in)) on any day between **Dt. 04.02.2026 to Dt. 10.02.2026** up to 05.00 pm. The detail of works and terms & conditions are available in the tender form. Secretary **United Sports Association** reserves the right to cancel any or all the tenders without assigning any reason.

**SECRETARY**

**UNITEDSPORTSASSOCIATION**

**TENDER FORM**

**(Supply and Delivery of Raw Materials, Chemicals, Packaging Materials and Spare Parts for Arati Rural Care Cluster Development Trust (ARCCDT) at Dhalapathar, Kalapathar, Khordha, Odisha)**

**Terms and Conditions:**

- 1- **Any bidder can bid for individual Packages or for all Packages.**
- 2- The minimum turnover of last 3 years (ending on 31.03.2025) of the Tendering firm should be equal to or more than **Rs.10 LAKHS** and if Bidding for individual package the turn over should be minimum Rs 6.00 Lakhs.
- 3- The Tendering firm should have minimum three-years of experience in supplying **RAW MATERIAL, CHEMICALS, SPARE PARTS OF INDUSTRIAL, AGARBATTI OR AGRO PROCESSING** items experience should be supported with necessary evidences in the form of Purchase Orders for the tendered RAW MATERIALS/ items (minimum three Purchase orders need to be furnished). Out of three Purchase orders, one P.O value should be equal to or more than Rs. 4,00,000/- (Rupees Four Lakhs only).
- 4- Tenders must have Manufacturing Trade License in case of Manufacturer and tender specific Dealership Certificate from the manufacturer in case of Authorized Dealer and same to be submitted along with offer. **The MSME registered bidders will be exempted from EMD and Annual Turnover prior sartorial experience as per the Government rules.** The tender should be submitted in the prescribed tender format only for claiming of Exemption, bidder has to submit Valid MSME Registration whose validity should be as on opening date.
- 5- Tenders must submit Pan Card, Audited ITR return and Balance sheet of last three years ending on 31/03/2025, GST Registration Certificate and last month's Challan of Professional Tax Return.
- 6- Tender form can be downloaded from the website of UNITED SPORTS ASSOCIATION ([www.unitedsportsassociation.org](http://www.unitedsportsassociation.org)) or CENTRAL TOOL ROOM AND TRAINING CENTRE ([www.cttc.gov.in](http://www.cttc.gov.in)) on any day between **Dt. 04.02.2026 to Dt. 10.02.2026** up to 05:00 PM.
- 7- Tender forms should be deposited in separate envelopes containing **Technical Bid, EMD, printed catalogs for the quoted raw materials or chemicals with technical Details and other documents as per point no 1 to 5 (envelope No 1) , Financial Bid consisting of all- inclusive price bid (Envelope No 2)** at following address: **GATE NO-1, CENTRAL TOOL ROOM AND TRAINING CENTRE, B-36, CHANDAKA INDUSTRIAL AREA, BHUBANESWAR-751024** on or before **05.00 PM of Dt. 10.02.2026**. There received tenders will be open AND presence of the Working Committee on **Dt. 11.02.2026 at 11.00 AM**.

- 8- The tenderers should submit their Bid in Two Covers (1) **Technical Bid** and (2) **Financial Bid**. Envelope containing Technical Bid should be super-scribed as **TECHNICAL BID** and Envelope containing Financial Bid should be super-scribed as **FINANCIAL BID**. Both the Bids should be sealed in one envelope super-scribed as Tender for “**Supply and Delivery of Raw Materials, Chemicals, Packaging Materials and Spare Parts for Arati Rural Care Cluster Development Trust (ARCCDT) at Dhalapathar, Kalapathar, Khordha, Odisha**” & should be deposited at following address: **GATE NO -1, CENTRAL TOOL ROOM AND TRAINING CENTRE, B-36, CHANDAKA INDUSTRIAL AREA, BHUBANESWAR-751024** on or before **05: 00 PM of Dt. 10.02.2026**.
- 9- The Technical Bid will be opened first. If the Technical Bid is accepted in all respects and the tenders become eligible, then the Financial Bid of technically eligible tenders will only be opened.
- 10- The tendered firm should submit tender for the whole or package of items mentioned as per the annexure. However, preference will be given for those firms who can supply all the mentioned items. The purchaser reserves right to evaluate package wise, itemwise or in total.
- 11- The Prices quoted must be on FOR basis. The tender should include GST, insurance, freight, unloading and keeping in site, delivery and quality check of raw material at destination site but should be shown separately.
- 12- If the items supplied by the successful bidder/supplier are not found as per specifications or satisfactory, the payment of whole or equivalent amount can be withheld.
- 13- Affidavit of not being black listed by Govt. Of India/ Public Sector/ for which they have executed their works to be submitted along with offer.
- 14- The accepted lowest evaluated party has to enter into an agreement with **UNITED SPORTS ASSOCIATION (IA OF BOLOGARH INDIGENOUS AGARBATTI CLUSTER)** on a Non-judicial Stamp Paper of Rs.100/- as per the prescribed Performa.

**15- Scope of Work**

- (a) The “Supplier” should undertake Supply and Delivery of RAW MATERIALS, Chemicals, equipments and accessories for the Common Facility Center of Bolagarh Indigenous Agarbatti Cluster on turnkey basis. The tender comprises 04 packages and the details are given in the tender documents. The Specifications given in the tender document should be strictly followed
- (b) The “Supplier” should complete the Supply and Delivery of RAW MATERIALS, Chemicals, equipments and accessories for the Common Facility Center of Bolagarh Indigenous Agarbatti Cluster on turnkey basis within 90 days from the date of receipt of Purchase Order.
- (c) The RAW MATERIALS, Chemicals, equipments and accessories should be delivered and installed at Plot No-476, Dhalapathar, Kalapathar, Khordha, Odisha-754009.

#### **16- Purchase Order Execution**

- (a) The Supply and Delivery of Raw Materials, Chemicals, Packaging Materials and Spare Parts for the Common Facility Center of Bolagarh Indigenous Agarbatti Cluster on turnkey basis shall be completed within 90 days from the date of issue of purchase order. Delay beyond this period will attract Late Delivery Charges.
- (b) The Supply and Delivery of Raw Materials, Chemicals, Packaging Materials and Spare Parts for the Common Facility Center of Bolagarh Indigenous Agarbatti Cluster shall be carried out at Common Facility Center at Plot No-476, Dhalapathar, Kalapathar, Khordha, Odisha-754009.
- (c) If the contract is not completed within the stipulated time. M/s UNITED SPORTS ASSOCIATION will hold full authority to cancel the tender or take any such action that will be deemed fit to the occasion at the risk and cost of the Supplier. Such cancellation will entail forfeiture of EMD and Security Deposit.
- (d) In the event of non-performance of the contractual provisions within the stipulated time and it is found that the Supplier has not fulfilled the contractual obligations with M/s UNITED SPORTS ASSOCIATION in any manner, M/s UNITED SPORTS ASSOCIATION reserves the right to disqualify such supplier to participate in future tenders or black list the tender up to a maximum period of 5 years.

#### **17- Training of Artisans**

- (a) The successful tender should provide training to artisans on operation and maintenance of the Raw Materials, Chemicals, Packaging Materials and Spare Parts after completion of the performance test.
- (b) The successful tenderer should provide 2 hard copies and soft copies of brochures & operation manuals for the raw materials, equipments and its accessories to Implementing Agency.

#### **18- Payment Terms**

- (a) **20% of contract value** will be paid as advance on execution of agreement against Bank Guarantee for equivalent amount, which should be valid for a minimum period of 3 months. If necessary, the bank guarantee should be extended for the required period as requested by IA.
- (b) **30% of the contract value** will be paid, against bills, on receipt of the complete set of machinery, equipment and its accessories as per the order in full and good condition, at the CFC site, after acceptance by the working committee and submission of CRC (consign Receipt certificate) duly signed.  
**(OR)** Alternatively, the bidder may opt for **50% of contract value** on supply of the complete set of machinery, equipment and its accessories as per the order in full and good condition, at the CFC site, after acceptance by the working committee, instead of claiming first installment of 20% as advance payment against bank guarantee.
- (c) **45% of the contract value** will be paid on successful completion of Erection, Installation, commissioning, performance test of all machines and training of artisans.
- (d) **The Balance 5% and SD/PBG of 3%** will be released after 60 days (Warranty period + 02

months) of successful completion of warranty period / Performance test.

- (e) IA also reserves the right to recover any dues from the tenderer, which is found on later date, during audit / excess payment, after final settlement is made to them. The successful tenderer is liable to pay such dues to the IA immediately on demand, without raising any dispute / protest.

**19- Late Delivery Charge**

- (a) Failure to execute the entire contract within 90 days or agreed delivery period from the date of issue of Purchase Order will attract LD charge of ½ % of order value for delay of every 15 days or part thereof to a maximum of 5% of contract value. After reaching the maximum, purchaser reserves the right to cancel the purchase order without any liability on part of the purchaser.
- (b) The response time for attending the complaint raised by IA has to be complied within 48 hours and resolution time for the same has to be within the next 48 hours. Failure to comply with the above timeline will attract a penalty of Rs.3000/- per day.

**20- Performance Test**

- (a) The successful tenderer shall demonstrate the performance of the raw materials equipment and chemicals in complete conformity with the relevant technical specifications and performance parameters as specified in the purchase order.
- (b) The performance test should be completed within 30 days from the date of delivery of machinery equipments and all accessories.

**21- Performance Guarantee**

- (a) The Machineries, equipment's and its accessories are to be guaranteed for a period of 12 months from the date of completion of performance test against manufacturing defect, bad workmanship or proper performance.
- (b) During performance Guarantee period of 12 months the successful tender should attend any call from IA immediately, in case of any problems, related to operation or malfunctioning of the raw materials, chemicals and package without any delay for regular operation of the machinery. The above service will be done at free of cost.
- (c) After completion of one year performance guarantee period successfully, the balance 5% and SD will be released to the supplier, after recovery of dues if any.

22- **SECRETARY, UNITED SPORTS ASSOCIATION** reserves the right to accept the bid partially/ in full or may reject any or all the bids without assigning any reason and also does not bound itself to accept the L1 Bid.

23- Timeline or Action plan for supply and setting up of machine at the CFC should be provided by the tender.

24- All disputes arising in connection with the contract shall be settled within the jurisdiction of the Khordha Court only.

25- Security deposit of 3% of the contract value to be deposited in shape of DD or BG valid for 14 months (60 days beyond the warranty period) or transferred through RTGS within 7 days of award of contract. Same shall be returned after successful completion of Warranty period.

26- Warranty period of 1 (one) year with spares of machinery shall be provided along with three months operational support.

**Declaration:**

I do hereby agree to abide by all the terms and conditions mentioned above.

(Signature of the authorized person/ Proprietor Name Designation:

Name of firm:

Phone/MobNo:

Seal of the firm

## TENDER FORM

(Supply and Delivery of Raw Materials, Chemicals, Packaging Materials and Spare Parts for Arati Rural Care Cluster Development Trust (ARCCDT) at Dhalapathar, Kalapathar, Khordha, Odisha)

Technical Bid: Part-1 Description of Work

## Check List to be submitted

Sl.No	Particulars	Annexure	PageNo
01	Tender Document	I	
02	Money Receipt/Demand Draft for tender Document	II	
03.	Manufacturing Trade License in case of Manufacturer	III	
04	Dealership Certificate in case of Authorized Dealer	IV	
05	Registration Certificate of GST	V	
06	Last Month Challan of GST	VI	
07	Pan Card	VII	
08	Affidavit (Not Blacklisted)	VIII	
09	Turn Over (Certified by Chartered Accountant)	IX	
10	Balance Sheet for last 3 Financial years (2022-23, 2023-24 and 2024-25)	X	
11	Copies of Income Tax Returns (AY 2022-23, AY 2023-24 and AY 2024-25)	XI	
12	Minimum Three Years Past Experience in supply of raw material and equipment items and necessary evidence in the form of Invoice/ Purchase Order need to be furnished	XII	
13	Timeline or Action plan for supply of raw materials and chemicals and packaging	XIII	

Signature of Tenderer

# Financial Bid Format

(To be submitted in own letter pad)

<b>NIT no: SFURTI/BOLAGARH/RAW MATERIAL-1/2025-26</b>					
<b>Name of the work:</b> Supply and Delivery of Raw Materials, Chemicals, Packaging Materials and Spare Parts for Arati Rural Care Cluster Development Trust (ARCCDT) at Dhalapathar, Kalapathar, Khordha, Odisha, Pin-754009					
<b>Estimated cost put to Tender</b>			<b>Rs.</b>		
<b>PORFORMA FOR QUOTING THE RATES</b>					
<b>Name of the Bidder</b>					
Package no	Package Name	Total cost of the package (Rs.) (Inclusive of GST)	Percentage above/below the Total estimated cost	% In figures	Total quoted cost (Rs.)
01	RAW MATERIAL	4,95,000/-			
02	CHEMICAL AND ESSENTIAL OIL	4,00,000/-			
03	PACKAGING MATERIAL	4,05,000/-			
04	SPARE PARTS	3,00,000/-			

**Total quoted amount in words: -**

**Place:**

**Date:**

**Signature of the authorized person:**

**Name:**

**Designation:**

**Name of Bidder& address:**

**Phone/Mobile No.:**

**Email Id:**

**Seal of the Organization**