



**KAMAKHYANAGAR DEGREE COLLEGE,  
KAMAKHYANAGAR, DIST- DHENKANAL  
ODISHA-759018**

**Request for Proposal**

**to select supplier for supply of Non-Civil Items to be Procured**

**Under**

**Odisha Higher Education Program for Excellence & Equity (OHEPEE)**

**At**

**KAMAKHYANAGAR DEGREE COLLEGE, KAMAKHYANAGAR**

**RfP No. 1306/1307**

**Date. 28.07.2023**

**Issued by;**

**PRINCIPAL**

**KAMAKHYANAGAR DEGREE COLLEGE**

**KAMAKHYANAGAR, 759018**

**SECTION1: SCHEDULE OF RFP**

| Sl No | Particulars   | Details  |
|-------|---|--|
| 01    | RfP No  | 1306/1307<br>Date.28.07.2023   |
| 02    | Date of Issue of RfP  | 31.07.2023   |
| 03    | Name of the RfP issuer ( Principal)                               | Principal, Kamakhyanagar<br>Degree College,<br>Kamakhyanagar   |
| 04    | Scope of work   | Supply of Non – Civil Items<br>under Odisha Higher<br>Education programme for<br>Excellence & Equity<br>(OHEPEE) Grant |
| 05    | Method of selection   | Least cost selection<br>method   |
| 06    | Deadline for submission of pre-proposal query                     | 14.08.2023   |
| 07    | Pre-Proposal meeting  | 19.08.2023   |
| 08    | Issue of pre-Proposal clarifications ( if any)                    | 26.08.2023   |
| 09    | Last date for submission of proposals                             | 11.09.2023 (4.00P.M)   |
| 10    | Date of opening of Technical Proposals                            | 13.09.2023 (11.30 A.M)   |
| 11    | Date of opening Financial Proposals                               | 15.09.2023   |
| 12    | Earnest Money Deposit (EMD):<br>Refundable for unsuccessful Firms | 2% of estimated cost   |
| 13    | Performance Security ( to be submitted by the L1<br>firm only)    | 3% of the L1 estimated<br>Value  |
| 14    | Address/Venue for Submission/ Opening of Such<br>proposals        | Office of the Principal,<br>Kamakhyanagar Degree<br>College, Kamakhyanagar   |

**OFFICE OF THE PRINCIPAL, KAMAKHYANAGAR DEGREE COLLEGE,  
KAMAKHYANAGAR, DIST-DHENKANAL, ODISHA- 759018**

**NOTICE OF INVITATION**

The Principal of Kamakhyanagar Degree College, Kamakhyanagar hereby invites proposals from reputed eligible firms located within state of Odisha to select supplier for supply of Chair for Class Room, Office & Library, Computer Desk, Computer Chair, UPS for Computer, Printer with Scanner, Anti-Virus for PC, Hard Disk Drive, Water Purifier, Water Cooler, Air Conditioner Chair for Principal Office, Desktop Computer, Photocopier for Office, CCTV camera, CCTV Monitor, LCD Projector, Laptop, DSLR Camera, Vacuum Cleaner, Air Dust Cleaner , Grass Cutter & Podium for Meeting at the College premises.

1. Firm will be elected under “least cost selection” method as per criteria mentioned in the RfP document.
2. The proposal must be complete in all respect as specified in the RfP document and must be accompanied with the required financial instruments as specified in the RfP.
3. The EMD should be submitted form of a Demand Draft in favour of Principal, Kamakhyanagar Degree College, Kamakhyanagar drawn in any scheduled commercial Bank, without which the proposal will be rejected.
4. Performance scrutiny is to be submitted after issuing of LoI to the L1 Bidder.
5. The proposals will be opened in the presence of the designated/authorised representatives of the interested firms on the scheduled date and time at the specified address as mentioned in the “schedule of RfP” designated/Authorised representatives of the interested firm may attend the meeting with due authorisation letter on behalf of their firm.
6. Interested firm may obtain the RfP document from the official website of the college [www.kamakhyanagarcollege.org.in](http://www.kamakhyanagarcollege.org.in) and submit their proposal in a sealed document as per the instructions mentioned in the RfP document.
7. The interested firms must accept all technical/commercial terms & conditions mentioned in the RfP document.
8. The Principal, Kamakhyanagar Degree College, Kamakhyanagar reserves the right to cancel the RfP at any point without prior notice.

**OFFICE OF THE PRINCIPAL, KAMAKHYANAGAR DEGREE COLLEGE,  
KAMAKHYANAGAR, DIST-DHENKANAL, ODISHA- 759018**

**Email-id. [kamakhyanagarcollege@yahoo.co.in](mailto:kamakhyanagarcollege@yahoo.co.in)**

**Website. [www.kamakhyanagarcollege.org.in](http://www.kamakhyanagarcollege.org.in)**

**Mobile No.9437425002, Ph No. 06769-270435**

**No.....**

**Date.....**

## **NOTICE OF INVITATION**

The Principal of Kamakhyanagar Degree College, Kamakhyanagar hereby invites proposals from reputed eligible firms located within state of Odisha to select supplier for supply of Chair, Computer Desk, Computer Chair, UPS, Printer with Scanner, Anti-Virus , Hard Disk Drive, Water Purifier, Water Cooler, Air Conditioner, Chair for Principal Office, Desktop Computer, Photocopier, CCTV Camera, CCTV Monitor, LCD Projector, Laptop, DSLR Camera, Vacuum Cleaner, Air Dust Cleaner , Grass Cutter & Podium and Laboratory Equipment's at the College premises. The interested firms may visit the College website [www.kamakhyanagarcollege.org.in](http://www.kamakhyanagarcollege.org.in) for details and download the request for proposal ( RfP) documents, or visit the College office for detail information and submit their sealed proposal to the Principal by Speed Post/Registered Post as per the terms and conditions mentioned in the RfP documents, so as to reach the college office on or before 11.09.2023. The authority reserves the right to extend accept or reject any or all the proposals without assigning any reason thereof

Sd /- Principal,  
Kamakhyanagar Degree College  
Kamakhyanagar

### **SECTION 3: SCOPE OF WORK**

- 01.The Scope of Work must fulfil the requirements of the college like; supply of required number of items within the specific dateline e.g. within 15 days of issued of the “Supply Order”.
- 02.The supplier must deliver & install the required items at College Campus and no further time should be allowed for supply of the required goods without any valid reason and without the approval of the Principal.
- 03.Once required numbers of items are supplied by the supplier at College Campus, the training and demonstration of the items supplied must be given by the supplier.
- 04.After installation, training and demonstration of the required items are finished; if any issue arises with the item then the Principal of the College should immediately report in writing to the supplier.
- 05.After all issues are resolved, the supplier will submit the invoice to the College & the College will initiate the payment process within 15 working days of installation of the required items/goods.

## 1. PRE-QUALIFICATION CRITERIA

The participating firms must produce copies of all the required supportive documents/information as part of their proposal, failing which the same proposal shall be summarily rejected.

| Sl No | Basic Requirement  | Specific Requirement  | Supporting Documents Required  |
|-------|--|---|--|
| 01    | Legal Entity   | Firm must be a Company as registered under the provisions of the Indian Companies Act.<br>Or<br>A Partnership Firm registered under the Indian Partnership Act.<br>Or<br>A Limited Liability partnership registered under the Limited Liability Partnership Act.<br>Or<br>A Sole Proprietorship Firms | <ul style="list-style-type: none"> <li>• Certificate of Incorporation/ Registration</li> <li>• Partnership Deed</li> <li>• GST Registration</li> <li>• PAN</li> </ul>  |
| 02    | Experience   | Interested firms altogether must have supplied goods as mentioned in the RfP at least once to any of the Offices/Colleges/ Universities.  | Supply order copies  |
| 03    | Turnover   | During last three Financial years i.e. FY 2019-20, 2020-21, 2021-22 the average annual turnover of the interested firm should not be less than 10% of the cost estimated by the College   | <ul style="list-style-type: none"> <li>• Audited balance sheet and "Profit &amp; Loss Account" along with all schedules certified by a practicing Chartered Accountant</li> <li>• Acknowledgement of Income Tax returns</li> </ul> |
| 04    | EMD (EMD of unsuccessful firms will be returned immediately) | The interested firm should submit EMD<br>EMD value should be fixed by the College @2%of the total supply order value estimated by the College   | Demand Draft in favour of "Principal of the College".  |
| 05    | EMD relaxation criteria                                      | Firms registered under MSME are exempted from submitting the EMD  | Bid security declaration and MSME/Start Ups proof  |
| 06    | Performance Security   | 3% of the L1 value  | Demand Draft from a scheduled commercial bank<br>Or<br>A fixed Deposit<br>Or   |

|    |           |   |   |
|----|-----------|---|---|
|    |           |   | A Bank Guarantee pledged in the name of “Principal of the College.                  |
| 07 | Blacklist | The firm should not have been banned/blacklisted/ debarred/Suspended by the World Bank/ Central Govt. State Govt./ Central of State PSU Origination / Central or State Govt. Universities of Colleges | Self- Declaration from the Firm as per the prescribed format mentioned at “FORM T4” |

## 2. VALIDITY OF THE PROPOSAL

- The proposal submitted by the interested firms will remain valid for one years.
- The selected firms must supply and install required number of goods as per the approved rate and within 15 days of receipt of the” Supply order” from the College.
- Deviation from this may lead to disengagement of the selected firm and firm secured L2position may be invited to supply the goods as per the terms and conditions of the RfP.

## 3. PRE-PROPOSAL QUERIES/MEETING

- Firms may submit their queries (if any) for pre-proposal meeting in respect of the RfP, to the Principal, College name only through e-mail at <College e-mail id> within the stipulated date & time mentioned in the RfP documents.
- Clarification to the above will be hosted in the official website of College, after the pre-proposal meeting, as per the schedule mentioned in the RfP document.
- The pre-proposal query meeting may be conducted either in online of physical mode.

## 4. SUBMISSION OF PROPOSALS

- Interested firms are advised to study carefully all instructions, forms, terms & conditions and other important information mentioned in the RFP document.
- Each page should be signed with official seal of the authorised person.
- The proposal must be complete in all respect, properly indexed and hard bound.
- A sealed master envelope bearing the name, address, phone numbers and email id of firm along with the RfP name & number should contain two separate sealed enveloped i.e.

### 1) Technical Proposal

### 2) Financial proposal

➤ **The sealed “Technical Proposal” must the required supporting documents as per the sequence mentioned below:**

- ✓ EMD through Demand Draft
- a) However, Micro, Small & Medium Enterprises registered with MSME/ NSIC with valid category wise certificate, duly issued by Government of India are exempted for submitting the EMD on the condition that they must have the valid & category wise valid registration certificate on the date of opening of tender.
- b) EMD deposited by the unsuccessful firms will be returned immediately.
- c) EMD deposited by the selected firm will be returned after submission of “Performance Security”.
- ✓ FORM T1: Technical Proposal Submission Form.
- ✓ FROM T 2: Organisation details along with.
  - Copy of Certificate of Incorporation/Registration
  - Copy of PAN
  - Copy of Goods and Services Tax Identification Number (GSTIN)
- ✓ FROM T3: Experience Details.
- ✓ FROM T4: Self declaration from the firm confirming not have been banned/blacklisted/debarred/suspended.
- ✓ FROM T5: Technical Specifications Compliance Sheet.
- ✓ From T6: Financial Turnover Details along with.
  - Copies of audited balance sheet, profit & loss account and all schedules certified by the Chartered Accountant.
  - Copies of IT return for the last three Financial Year 2019-20, 2020-21, 2021-22.
  - FORM F1: Financial Proposal Submission Form.

➤ **The sealed “Financial Proposal” must Contain;**

- The prices and other information having a bearing on the price shall be written both in figures and words in the prescribed form.
  - No alternation/modification/overwriting/ corrections in the format shall be accepted.
- The sealed proposal must be delivered at the specified address as per the “Schedule of RfP” through Speed Post/ Registered Post/ Courier only. The Principal shall not be responsible for postal delay or delay due to any unforeseen situation. Submission of Proposal through any other mode will not be accepted.



## **5. OPENING OF PROPOSALS.**

- Sealed envelope containing the proposal will be opened by the Principal in presence of the Firm/their representative at the location, date and time specified in the RfP document.
- Only one representative with proper authorization letter from the participating firm will be allowed to attend the tender opening meeting.

## **6. DISQUALIFICATION /REJECTION OF PROPOSAL**

The proposal is liable to be disqualified in the following cases as listed below.

- Proposals not conforming to the eligibility criteria and not submitting the required documents as mentioned in the RfP.
- Submission of forged documents.
- Proposal submitted without EMD.
- Proposal not submitted in accordance with the procedure and formal as prescribed in the RfP.
- Proposals received in incomplete form.
- Proposal received after due date and time.
- Proposal which is not accompanied by all the required documents/ information.
- Firm lying to influence the proposal evaluation process by unlawful/corrupt/fraudulent means at any point of time during the bid process.
- Price quoting in any irrelevant papers, documents, presentation etc. except "Financial Proposal".
- If in case of a firm or any person acting on its behalf indulges in corrupt/fraudulent practices.
- Any other condition/situation which holds the paramount interest of the PRINCIPAL during the overall selection process.
- The Principal reserves the right to annual any/all of the proposals received at any point of time with/without assigning any reason thereof.

## **7. EVALUATION OF PROPOSALS**

A two stage process will be adopted as explained below for evaluation of the proposals.

## **A. Technical Evaluation**

- Technical evaluation of the proposals will be done to determine whether the proposal complies with the prescribed eligibility conditions and the requisite documents/ information/Financial instruments have been properly furnished by the firm.
- Technical compliance as submitted along with the proposal will be done to determine whether the Brand & model, proposed by the interested firm consists of all required minimum specifications as mentioned at “Form T5” the RfP documents.

## **B. Financial Evaluation**

- The financial proposals of the technically qualified firms only shall be opened at this stage in the presence of the technically qualified firm/their authorised representative on the scheduled date and time as mentioned in the RfP document.
- “Least Cost Selection Method” will followed.
- The firm who submits the lowest financial price proposal shall be declared as the “L1” bidder and shall be communicated for further process to issue of “Supply Order”.

## **8. AWARD OF CONTRACT**

- The L 1 bidder will be notified by the Principal in writing by issuing a “letter of Intent” and will be asked to acknowledge the “letter of Intent (LoI)” and to submit the “Performance Security” within 15 days of issuance of the LoI”.
- The “Performance Security” is unconditional and irrevocable.
- Performance security amount in mentioned at para 1 of “Section 4” and the Performance Security must remain valid till warranty period of the goods.
- After receiving the acknowledgement of LoI along with the “Performance Security”. The Principal will issue the “Supply Order to the selected firm” for their requirement as specified in the RfP document.
- After issue of “LoI” or after receipt of the acknowledged “LoI”, if due to any reasons the L1 bidder withdraws its willingness to supply the required goods then the EMD//Performance Security deposited by the same firm will be forfeited by the Principal and firm securing the L2 position in the financial bid will be awarded with contact, after submission of the required Performance Security amount & EMD.

- Once the supply Order is issued by the college, the concerned firm must supply and install the required number of items within 15 days from the date of issue of the supply order. No further time will be allowed without any valid reason and without prior approval of the same from the Principal.

## 9. GENERAL TERMS & CONDITIONS

- Conflict of interest exists in the event of:
  - Firms who have a business or family relation with the Principal, directly or indirectly
  - Practices prohibited under the anti-corruption policy of the Government of India and Government of Odisha. The interested firms are to be careful so as not to give rise to a situation where will be any conflict of interest with the Principal as this would amount to their disqualification and breach of contract.
- **Disclosure:**
  - Firm has an obligation to disclose any actual or potential conflict of interest. Failure to do so will lead to disqualification of the bidder or termination of its contract.
  - Firm must disclose if they are or have been the subject of any proceedings (such as blacklisting) or other arrangements relating to bankruptcy, insolvency or the financial standing of the firm, including but not limited to appointment of any officer such as a receiver in relation to the firm's personal or business matters or an arrangement with creditors, or of any other similar proceedings.
  - Firm must disclose if they have been convicted of, or are the subject of any proceedings relating to:
    - ✓ A criminal offence or other serious offence punishable under the law of the land, or where they have been found by any regulator of professional body to have committed professional misconduct.
    - ✓ Corruption including the offer or receipt of an inducement of any kind in relation to obtaining any contract.
    - ✓ Failure to fulfil any obligations in any jurisdiction relating to the payment of taxes or social security contributions.

➤ **Anti-Corruption Measure:**

- Any effort by firm(s) to influence the Principal in the evaluation and ranking of financial proposals, and recommendation for award of contract, will result in the rejection of the Principal.
- A recommendation for award of contract shall be rejected if it is determined that the recommended firm has directly, or through an agent, engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the contract in question. In such cases, the Principal shall reject the proposal and disqualify it from participating in any related RfP Process.

➤ **Force Majeure:**

- “Force Majeure” means an event beyond the control of the selected firm and not involving the selected firms’ fault or negligence and not foreseeable.
- Such events may include wars or revolutions, fires, floods, riots, civil commotion, earthquake, epidemics or other natural disasters and restriction imposed by the Government or other bodies, which are beyond the control of the selected firm.
- If a Force Majeure situation arises, the selected firm shall promptly notify Principal in writing of such condition, the cause and the change that is necessitated due to that prevailing condition. Until and unless otherwise directed by the Principal in writing the selected firm shall continue to perform its obligations as per the RfP terms & conditions as far as possible and shall seek all reasonable alternative means for delivering performance not prevented by the Force Majeure event.
- The selected firm shall inform the Principal in writing. The beginning and the end of the above causes of delay, within seven days of the occurrence and cessation of the Force Majeure condition. In the event of a delay lasting for more than one month, if arising out of causes of Force majeure, Principal reserves the right to cancel the contract without any obligation to compensate the selected firm in any manner for what so ever reason.
- The Principal and the selected firm shall make every effort to resolve amicably, by direct negotiation, any disagreements or dispute arising between them under or arising from or in connection with the contract.

➤ **Governing Laws:**

- Any unjustified and unacceptable delay in delivery shall render the selected firm liable for liquidated damages and thereafter the Principal holds the option for cancellation of the contract for pending activities and completes the same through any other firm(s) who participated in the RfP process by awarding the same contract to L2 bidder in the financial bid.
- In such case of premature cancellation, the contract the Principal reserves the right to withhold the Performance Security.
- The rights and obligations of the Principal and the selected firm under this contract will be governed by the prevailing laws of Government of India and Government of Odisha only.
- All legal disputes are subject to the jurisdiction of the Orissa High court, Cuttack.

**SECTION 5: FORM**

FORMT 1: TECHNICAL PROPOSAL SUBMISSION FORM

To

The Principal,  
Kamakhyanagar Degree College,  
Kamakhyanagar, Dist-Dhenkanal  
Odisha,  
Pin No.-759018

Sub: - Submission of technical proposal to select supplier for .....  
..... at the College.

Ref: - RfP No..... & Date.....

Dear Sir,

I, the undersigned offer to participate in the selection process to select supplier for ..... at the College, in accordance with your RfP No.....

I am hereby submitting Technical Proposal, which include EMD, Technical Proposal and Financial Proposal sealed in two separate envelopes. I hereby declare that all the information and statement made in the technical and financial proposals are true and correct. I accept that any misinterpretation contained in it may lead to disqualification of my proposal.

I hereby unconditionally undertake to accept all the terms and Conditions as stipulated in the RfP documents. In case any provision of this RfP are found violated, then your college shall without prejudice to any other right or remedy be at liberty to reject our proposal including forfeiture of the full said EMD absolutely.

Yours faithfully,

Authorized Signatory of the Firm  
with date and seal

## FORM T 2: ORGANISATION'S DETAILS

| Sl No | Particular  | Details |
|-------|---|---------|
| 1     | Name of the Firm  |         |
| 2     | Type of Firm ( Proprietary/Partnership) Pvt.Ltd/<br>Public Ltd/ Sole Proprietorship |         |
| 3     | Date of Establishment and Experience in business<br>( in number of years)           |         |
| 4     | Registered Office Address & Complete Postal<br>Address                              |         |
| 5     | Local Office in Odisha ( along with address &<br>contact details)                   |         |
| 6     | Telephone & e-mail id of authorized person  |         |
| 7     | G.S.T. Registration No.   |         |
| 8     | PAN No.   |         |
| 9     | Willing to carry out assignments as per the scope<br>of work of the RfP (Yes/No)    |         |
| 10    | Willing to accept all the terms and conditions as<br>specified in the RfP ( Yes/No) |         |

Yours faithfully,

Authorised Signatory of the firm  
with date and seal

### FORM T 3: EXPERIENCE DETAILS

| Sl No | Name of the University/College/ Department/Office to whom materials supplied | Quantity of Materials Supplied | Date of Receipt work Order with reference number | Date of supply of goods/items | Remarks if any |
|-------|--|--------------------------------|--|-------------------------------|----------------|
|       |  |                                |  |                               |                |
|       |  |                                |  |                               |                |
|       |  |                                |  |                               |                |
|       |  |                                |  |                               |                |
|       |  |                                |  |                               |                |
|       |  |                                |  |                               |                |
|       |  |                                |  |                               |                |

Yours faithfully,

Authorised Signatory of the firm  
with date and seal



## FORM T 4: SELF DECLARATION FOR NOT BLACK LISTED

To

The Principal  
College Name,  
College Address,

Sub: - Self-declaration for not black listed.

Ref: RfP No;

Sir,

I/We ..... hereby confirm that our firm has not been banned/ blacklisted/ debarred/suspended by the World Bank/Central Govt/State Govt/ Central or State PSU Origination / Central of State Govt. Universities or Colleges.

Yours faithfully,

Authorised Signatory of the firm  
with date and seal

## FORM T 5: MINIMUM REQUIRED SPECIFICATIONS COMPLIANCE SHEET

Interested firm (s) must confirm that the material and specification they are proposing to supply is satisfying the below mentioned minimum required technical specifications

Deviations (if any) from the below mentioned minimum required technical specification, must be clearly indicate by the interested firm(s).

### 1. Chair for Class Rooms, Office & Library

| Sl No | Minimum required specification                                      | Compliance ( Yes/No) | Deviations |
|-------|---|----------------------|------------|
| 1     | Size: WxH=58.4cmx88.9cm, Metal Cushion, pre-Assembled without wheel |                      |            |

### 2. Computer Desk

| Sl No | Minimum required specification   | Compliance ( Yes/No) | Deviations |
|-------|--|----------------------|------------|
| 1     | With CPU Compartment , Built-in Keyboard Tray, Pre Assembled, Size WxHxD = 92cm X 76cm x46cm |                      |            |

### 3. Computer Chair

| Sl No | Minimum required specification   | Compliance ( Yes/No) | Deviations |
|-------|--|----------------------|------------|
| 1     | Adjustable seat Height, Wheel, Arm, rest, Swivel, Size; WxH=59.5cm x 92.5cm, Ergonomic Chair |                      |            |

### 4. UPS of Computer

| Sl No | Minimum required specification  | Compliance ( Yes/No) | Deviations |
|-------|---|----------------------|------------|
| 1     | Output Power Watt;600Watts, Input Voltage ;140V, output Voltage:240V, Size W x H x D= 13cm x18.3cm x 31.5cm |                      |            |

### 5. Printer with Scanner

| Sl No | Minimum required specification  | Compliance ( Yes/No) | Deviations |
|-------|---|----------------------|------------|
| 1     | Laser, Multifunction, Monochrome, Wi-Fi, USB, size H x W x D x L = 12inch x 15.9 inch x 36.1 cm x 14.1 inch |                      |            |

### 6. Anti-Virus for PC

| Sl No | Minimum required specification                                      | Compliance ( Yes/No) | Deviations |
|-------|---|----------------------|------------|
| 1     | New subscription , total Security , Subscription validity ; 3 years |                      |            |

### 7. Hard Disk Drive

| Sl No | Minimum required specification                               | Compliance ( Yes/No) | Deviations |
|-------|--|----------------------|------------|
| 1     | Portable Hard Disk drive; Storage 1TB, connectivity: USB 3.2 |                      |            |

### 8. Water Purifier for Office & Departments

| Sl No | Minimum required specification  | Compliance ( Yes/No) | Deviations |
|-------|---|----------------------|------------|
| 1     | UV+RO+TDS Control, Storage Capacity: 10ltrs with accessories, Warranty: 2 years on site |                      |            |

### 9. Water Cooler for Students

| Sl No | Minimum required specification  | Compliance ( Yes/No) | Deviations |
|-------|---|----------------------|------------|
| 1     | Storage capacity: 150ltrs, cooling capacity: 170 ltrs/ hours with accessories, Warranty 2 years on site |                      |            |

### 10. Air Conditioner for Principal's Chamber & Faculty Room

| Sl No | Minimum required specification         | Compliance ( Yes/No) | Deviations |
|-------|--|----------------------|------------|
| 1     | 5 Star, 1.5 Ton Split with accessories |                      |            |

### 11. Chair for Principal's Office

| Sl No | Minimum required specification                                   | Compliance ( Yes/No) | Deviations |
|-------|--|----------------------|------------|
| 1     | Chair for Principal, adjustable seat height, arm rest, head lock |                      |            |

### 12. Desktop Computer

| Sl No | Minimum required specification                                  | Compliance ( Yes/No) | Deviations |
|-------|---|----------------------|------------|
| 1     | 10 <sup>th</sup> Generation Intel i3 4GB Ram, SSD128GB , 1TB-HD |                      |            |

### 13. Photocopier for Office

| Sl No | Minimum required specification | Compliance ( Yes/No) | Deviations |
|-------|--------------------------------|----------------------|------------|
| 1     | Wi-Fi, Laser Print Technology  |                      |            |

### 14. CCTV Camera

| Sl No | Minimum required specification   | Compliance ( Yes/No) | Deviations |
|-------|--|----------------------|------------|
| 1     | 9CP,Plus 09 Bullet (2.4 ,p), 32 Channel DVR, 32 Channel Power Supply , 8 TB Hard Disk with cable & other Accessories |                      |            |

### 15. CCTV Monitor

| Sl No | Minimum required specification | Compliance ( Yes/No) | Deviations |
|-------|--------------------------------|----------------------|------------|
| 1     | 55 inch                        |                      |            |

### 16. White Board

| Sl No | Minimum required specification         | Compliance ( Yes/No) | Deviations |
|-------|--|----------------------|------------|
| 1     | 4' x5' side cover door frame with lock |                      |            |

### 17. LCD Projector

| Sl No | Minimum required specification | Compliance ( Yes/No) | Deviations |
|-------|--------------------------------|----------------------|------------|
| 1     | Wireless , Remote Controller   |                      |            |

### 18. LAPTOP

| Sl No | Minimum required specification                                 | Compliance ( Yes/No) | Deviations |
|-------|--|----------------------|------------|
| 1     | 10 <sup>th</sup> Generation Intel i3 4GB RAM, SSD125GB, 1TB-HD |                      |            |

### 19. DSLR Camera

| Sl No | Minimum required specification               | Compliance ( Yes/No) | Deviations |
|-------|--|----------------------|------------|
| 1     | 24MP, Full HD , Wi-Fi, Type-C USB, Mini HDMI |                      |            |

### 20. VACUM CLEANER

| Sl No | Minimum required specification                      | Compliance ( Yes/No) | Deviations |
|-------|---|----------------------|------------|
| 1     | Wet and Dry cleaner W x H x D-330cm x 490cm x 355cm |                      |            |

### 21. AIR Dust Cleaner

| Sl No | Minimum required specification               | Compliance ( Yes/No) | Deviations |
|-------|--|----------------------|------------|
| 1     | 4 Stroke petrol engine 50cc manual operation |                      |            |

### 22. Grass Cutter

| Sl No | Minimum required specification | Compliance ( Yes/No) | Deviations |
|-------|--------------------------------|----------------------|------------|
| 1     | 4 Stroke, manual Operation     |                      |            |

### 23. Podium for Meeting

| Sl No | Minimum required specification   | Compliance ( Yes/No) | Deviations |
|-------|--|----------------------|------------|
| 1     | Audio powered Podium Lectern with inbuilt speakers and gooseneck microphone and wireless L x W x H-54cm x 42cm x 110cm |                      |            |

DEPARTMENT OF PHYSICS  
LIST OF LABORATORY EQUIPMENTS

| Sl No. | Items with Specification   | Quantity |
|--------|--|----------|
| 1      | Mechanical equivalent of heat 'T' by calendar and Barnes constant method                   | 2        |
| 2      | Co-efficient of Thermal Conductivity of a hard conductor by Lee and Charlton's disc method | 2        |
| 3      | V-I characteristics of a Zener diode and its use as a voltage regulator                    | 2        |
| 4      | V-I and power curves of solar cells and maximum power point with efficiency                | 2        |
| 5      | Various biasing configurations of BJT for normal class A operation                         | 2        |
| 6      | Planck's constant using L.E.D. of at least 4 different colours                             | 2        |
| 7      | Verify and design AND, OR, NOT and XOR gates using NAND gates                              | 2        |
| 8      | Dielectric constant of dielectric materials and variation with frequency                   | 2        |
| 9      | Stefan's law of radiation and to determine Stefan's constant                               | 2        |
| 10     | Miliammeter  | 4        |
| 11     | Ammeter  | 4        |
| 12     | Voltmeter  | 4        |
| 13     | Galvanometer   | 4        |
| 14     | Battery eliminator (3 Am.)   | 4        |
| 15     | Meter bridge   | 4        |
| 16     | Multimeter combine with resistor, transistor etc.  | 2        |
|        |  |          |

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DEPARTMENT OF BOTANY  
LIST OF LABORATORY EQUIPMENTS

| Sl No. | Items with Specification                 | Quantity |
|--------|--|----------|
| 1      | Electron micrograph of Bacteria, T-Phage | 01       |
| 2      | Mitochondria                             | 01       |
| 3      | Chloroplast                              | 01       |
| 4      | Golgi Body                               | 01       |
| 5      | Endoplasmic reticulum                    | 01       |
| 6      | Eukaryotic cell                          | 01       |
| 7      | Photograph-Mitosis                       | 01       |
| 8      | Photograph-Meiosis                       | 01       |
| 9      | Unicellular fungi                        | 01       |
| 10     | Coenocytic                               | 01       |
| 11     | Ascomycetes                              | 01       |
| 12     | Fungi Rhizopus                           | 01       |
| 13     | Penicillium                              | 01       |
| 14     | Albugo                                   | 01       |
| 15     | Agaricus                                 | 01       |
| 16     | Lenticels                                | 01       |
| 17     | Translocation ring                       | 01       |
| 18     | Lagrange's Aneuploid                     | 01       |
| 19     | Turner's syndrome                        | 01       |
| 20     | Down's syndrome                          | 01       |
| 21     | Stickney bridge                          | 01       |
| 22     | Inversion bridge                         | 01       |
| 23     | Ring chromosome                          | 01       |
| SLIDE  |  |          |
| 1      | Asexual reproduction of Rhizopus         | 01       |
| 2      | Alternaria                               | 01       |
| 3      | V. Stalk through gemma cup               | 01       |
| 4      | Stem of pteris                           | 01       |
| 5      | Reproductive stage of oedogonium         | 01       |
| 6      | Chara                                    | 01       |
| 7      | Vocheria                                 | 01       |
| 8      | Polysiphonia                             | 01       |
| 9      | Lichenthallus and reproductive structure | 01       |
| 10     | V.S. of antheridiophore                  | 01       |
| 11     | L.S. of Marchantia                       | 01       |
| 12     | Sporophyte of Riccia                     | 01       |
| 13     | Marchantia (sporophyte)                  | 01       |
| 14     | Anthoceros (sporophyte)                  | 01       |
| 15     | L.S. of capsule of Funaria               | 01       |
| 16     | Kranz anatomy                            | 01       |
| 17     | Protoxylem                               | 01       |
| 18     | Metaxylem                                | 01       |
| 19     | Somatic metaphase chromosome             | 01       |

|                     |  |    |
|---------------------|--|----|
| APPARATUS&CHEMICALS |  |    |
| 1                   | Haemocytometer                         | 01 |
| 2                   | Gram stain                             | 01 |
| 3                   | Heartwood of Teak                      | 01 |
| 4                   | PH meter                               | 01 |
| 5                   | Droppingbottle-12Nos.                  | 12 |
| 6                   | Ganang'spotometer                      | 05 |
| 7                   | Former's potometer                     | 05 |
| 8                   | T/Aapparatus                           | 05 |
| 9                   | TrinocularMicroscope                   | 01 |
| CHART               |  |    |
| 1                   | Pedigreechartofautosomaldominanttraits | 01 |
| 2                   | Autosomalrecessivetrail                | 01 |
| 3                   | PlantCell                              | 01 |
| 4                   | AnimalCell                             | 01 |
| 5                   | BacterialCell                          | 01 |
| 6                   | T.C.Stem of Dicot                      | 01 |
| 7                   | T.S.Stem of Monocot                    | 01 |
| 8                   | T.S.Rootof Dicot&Monocot               | 01 |
| 9                   | T.S.of Monocot &DicotLeaf              | 01 |
| 10                  | Types ofStomata                        | 01 |
| 11                  | Hydrophyte,Xerophyte stemT.S.          | 01 |
| 12                  | BacterialCell                          | 01 |
|                     |  |    |
| SPECIMEN            |  |    |
| 1                   | Nastoc                                 | 01 |
| 2                   | Chlamydomonus                          | 01 |
| 3                   | Volvox                                 | 01 |
| 4                   | Oedogonium                             | 01 |
| 5                   | Coleochaete                            | 01 |
| 6                   | Chara                                  | 01 |
| 7                   | Vaucheria                              | 01 |
| 8                   | Ectocarpus                             | 01 |
| 9                   | Fucus                                  | 01 |
| 10                  | Polysiphonia                           | 01 |
| 11                  | Prochloron                             | 01 |
| 12                  | Rhizopus                               | 01 |
| 13                  | Penicillium                            | 01 |
| 14                  | Aspengillus                            | 01 |
| 15                  | Alterneria                             | 01 |
| 16                  | Albugo                                 | 01 |
| 17                  | Gemma ofMorchantia                     | 01 |
| 18                  | Strobilus ofSelaginella                | 01 |
| 19                  | StemofSelaginella                      | 01 |
| 20                  | Equisetum                              | 01 |

26.

**DEPARTMENT OF ANTHROPOLOGY**  
**LIST OF LABORATORY EQUIPMENTS**

| Sl No. | Items with Specification                     | Quantity |
|--------|--|----------|
| 1      | Anthropometer                                | 2        |
| 2      | Sliding Caliper                              | 6        |
| 3      | Spreading Caliper (Blunt end)                | 4        |
| 4      | Spreading Caliper (Pointing end)             | 4        |
| 5      | Mandibulmeter                                | 2        |
| 6      | Gonionmeter                                  | 2        |
| 7      | F.H.Plane Stand                              | 2        |
| 8      | Human skeleton with stand                    | 2        |
| 9      | Human skull                                  | 4        |
| 10     | Skull Pad                                    | 6        |
| 11     | Digital standard weight machine (Dr. Morpon) | 4        |
| 12     | Standard Height Weight Chart                 | 4        |
| 13     | Human Skin Colour Chart                      | 4        |
| 14     | Fingerprint glass slab                       | 2        |
| 15     | Fingerprint roller                           | 2        |
| 16     | Fingerprint ink (Black)                      | 500gm    |
| 17     | Body mass index calculator                   | 2        |
| 18     | Glass slides                                 | 50       |
| 19     | Cotton swab                                  | 500gm    |
| 20     | Skinfold Caliper                             | 2        |
| 21     | Bio Electroscopic machine calculator         | 2        |
| 22     | Steel tape                                   | 6        |
| 23     | Stool (Laboratory)                           | 26       |
| 24     | Long bone (Human)                            | 2 sets   |
|        |  |          |
|        |  |          |

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27.

DEPARTMENT OF ZOOLOGY  
LIST OF LABORATORY EQUIPMENTS

| Sl No. | Items with Specification        | Quantity |
|--------|---------------------------------|----------|
| 1      | Autoclave                       | 1        |
| 2      | Trans illuminator               | 1        |
| 3      | Bench top centrifuge            | 3        |
| 4      | Magnetic stirrer with hot plate | 1        |
| 5      | Hot air oven                    | 1        |
| 6      | Water Bath                      | 2        |
| 7      | Paper chromatography            | 1        |

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28.

DEPARTMENT OF CHEMISTRY  
LIST OF LABORATORY EQUIPMENTS

| Sl. No. | Items  | Specification   | Quantity |
|---------|--|---|----------|
| 1       | Boiling point apparatus                        | JSGW make clot No. -814   | 02       |
| 2       | Calorimeter – copper<br>4" x 3" size           | Wooden vessel with thermometer<br>holder and stiver copper                      | 06       |
| 3       | TLC complete set                               | JSGW make lot No. – 1175  | 02       |
| 4       | Conductivity meter - Digital                   | Systronics make Model- 306  | 02       |
| 5       | Potentiometer – Digital                        | Systronics make Model- 318  | 02       |
| 6       | Micro controller based P <sup>H</sup><br>meter | Systronics make Model- 361  | 02       |
| 7       | Digital Wing Balance                           | Wensler make Model – HPB 201<br>Sensitivity – 1Mg. (0.001gm)<br>Capacity – 220g | 01       |
| 8       | Stalagmeter                                    | JSGW make   | 02       |
| 9       | Viscometer                                     | JSGW make   | 02       |
| 10      | Visible Spectro Photometer                     | Systronics make Model-104   | 01       |
| 11      | Bunsen Burner with stop cock                   | With heavy base brass parts   | 12       |
| 12      | Blow pipe                                      | Brass – NP - 30cm long  | 12       |

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## TECHNICAL SPECIFICATION, QUANTITY & ESTIMATED COST OF THE REQUIRED EQUIPMENTS

### 1. Chair for Class Rooms, Office & Library

| Sl No | Minimum required specification                                      | Quantity | Estimated Cost Rs. |
|-------|---|----------|--------------------|
| 1     | Size: WxH=58.4cmx88.9cm, Metal Cushion, pre-Assembled without wheel | 50       | 300000.00          |

### 2. Computer Desk

| Sl No | Minimum required specification   | Quantity | Estimated Cost Rs. |
|-------|--|----------|--------------------|
| 1     | With CPU Compartment , Built-in Keyboard Tray, Pre Assembled, Size WxHxD = 92cm X 76cm x46cm | 15       | 90000.00           |

### 3. Computer Chair

| Sl No | Minimum required specification   | Quantity | Estimated Cost Rs. |
|-------|--|----------|--------------------|
| 1     | Adjustable seat Height, Wheel, Arm, rest, Swivel, Size; WxH=59.5cm x 92.5cm, Ergonomic Chair | 15       | 90000.00           |

### 4. UPS of Computer

| Sl No | Minimum required specification  | Quantity | Estimated Cost Rs. |
|-------|---|----------|--------------------|
| 1     | Output Power Watt;600Watts, Input Voltage ;140V, output Voltage:240V, Size W x H x D= 13cm x18.3cm x 31.5cm | 15       | 90000.00           |

### 5. Printer with Scanner

| Sl No | Minimum required specification  | Quantity | Estimated Cost Rs. |
|-------|---|----------|--------------------|
| 1     | Laser, Multifunction, Monochrome, Wi-Fi, USB, size H x W x D x L = 12inch x 15.9 inch x 36.1 cm x 14.1 inch | 04       | 100000.00          |

### 6. Anti-Virus for PC

| Sl No | Minimum required specification                                      | Quantity | Estimated Cost Rs. |
|-------|---|----------|--------------------|
| 1     | New subscription , total Security , Subscription validity ; 3 years | 20       | 50000.00           |

### 7. Hard Disk Drive

| Sl No | Minimum required specification                               | Quantity | Estimated Cost Rs. |
|-------|--|----------|--------------------|
| 1     | Portable Hard Disk drive; Storage 1TB, connectivity: USB 3.2 | 02       | 16000.00           |

### 8. Water Purifier for Office & Departments

| Sl No | Minimum required specification  | Quantity | Estimated Cost Rs. |
|-------|---|----------|--------------------|
| 1     | UV+RO+TDS Control, Storage Capacity: 10ltrs with accessories, Warranty: 2 years on site | 04       | 80000.00           |

### 9. Water Cooler for Students

| Sl No | Minimum required specification  | Quantity | Estimated Cost Rs. |
|-------|---|----------|--------------------|
| 1     | Storage capacity: 150ltrs, cooling capacity: 170 ltrs/ hours with accessories, Warranty 2 years on site | 03       | 390000.00          |

### **10. Air Conditioner for Principal's Chamber & Faculty Room**

| Sl No | Minimum required specification         | Quantity | Estimated Cost Rs. |
|-------|--|----------|--------------------|
| 1     | 5 Star, 1.5 Ton Split with accessories | 04       | 320000.00          |

### **11. Chair for Principal's Office**

| Sl No | Minimum required specification                                   | Quantity | Estimated Cost Rs. |
|-------|--|----------|--------------------|
| 1     | Chair for Principal, adjustable seat height, arm rest, head lock | 01       | 15000.00           |

### **12. Desktop Computer**

| Sl No | Minimum required specification                                  | Quantity | Estimated Cost Rs. |
|-------|---|----------|--------------------|
| 1     | 10 <sup>th</sup> Generation Intel i3 4GB Ram, SSD128GB , 1TB-HD | 10       | 750000.00          |

### **13. Photocopier for Office**

| Sl No | Minimum required specification | Quantity | Estimated Cost Rs. |
|-------|--------------------------------|----------|--------------------|
| 1     | Wi-Fi, Laser Print Technology  | 04       | 500000.00          |

### **14. CCTV Camera**

| Sl No | Minimum required specification   | Quantity | Estimated Cost Rs. |
|-------|--|----------|--------------------|
| 1     | 9CP,Plus 09 Bullet (2.4 ,p), 32 Channel DVR, 32 Channel Power Supply , 8 TB Hard Disk with cable & other Accessories | 25       | 150000.00          |

### **15. CCTV Monitor**

| Sl No | Minimum required specification | Quantity | Estimated Cost Rs. |
|-------|--------------------------------|----------|--------------------|
| 1     | 55 inch                        | 01       | 84000.00           |

### **16. White Board**

| Sl No | Minimum required specification         | Quantity | Estimated Cost Rs. |
|-------|--|----------|--------------------|
| 1     | 4' x5' side cover door frame with lock | 28       | 280000.00          |

### **17. LCD Projector**

| Sl No | Minimum required specification | Quantity | Estimated Cost Rs. |
|-------|--------------------------------|----------|--------------------|
| 1     | Wireless , Remote Controller   | 02       | 80000.00           |

### **18. LAPTOP**

| Sl No | Minimum required specification                                 | Quantity | Estimated Cost Rs. |
|-------|--|----------|--------------------|
| 1     | 10 <sup>th</sup> Generation Intel i3 4GB RAM, SSD125GB, 1TB-HD | 04       | 300000.00          |

#### **19. DSLR Camera**

| Sl No | Minimum required specification               | Quantity | Estimated Cost Rs. |
|-------|--|----------|--------------------|
| 1     | 24MP, Full HD , Wi-Fi, Type-C USB, Mini HDMI | 01       | 100000.00          |

#### **20. VACUM CLEANER**

| Sl No | Minimum required specification                      | Quantity | Estimated Cost Rs. |
|-------|---|----------|--------------------|
| 1     | Wet and Dry cleaner W x H x D-330cm x 490cm x 355cm | 02       | 40000.00           |

#### **21. AIR Dust Cleaner**

| Sl No | Minimum required specification               | Quantity | Estimated Cost Rs. |
|-------|--|----------|--------------------|
| 1     | 4 Stroke petrol engine 50cc manual operation | 02       | 10000.00           |

#### **22. Grass Cutter**

| Sl No | Minimum required specification | Quantity | Estimated Cost Rs. |
|-------|--------------------------------|----------|--------------------|
| 1     | 4 Stroke, manual Operation     | 02       | 60000.00           |

#### **23. Podium for Meeting**

| Sl No | Minimum required specification   | Quantity | Estimated Cost Rs. |
|-------|--|----------|--------------------|
| 1     | Audio powered Podium Lectern with inbuilt speakers and gooseneck microphone and wireless L x W x H-54cm x 42cm x 110cm | 01       | 50000.00           |

#### **24. Laboratory Equipment's- Physics**

| Sl No | Minimum required specification                         | Quantity | Estimated Cost Rs. |
|-------|--|----------|--------------------|
| 1     | As Specified in T 5 -minimum required compliance sheet |          | 100000.00          |

#### **25. Laboratory Equipment's -Botany**

| Sl No | Minimum required specification                         | Quantity | Estimated Cost Rs. |
|-------|--|----------|--------------------|
| 1     | As Specified in T 5 -minimum required compliance sheet |          | 100000.00          |

#### **26. Laboratory Equipment's -Anthropology**

| Sl No | Minimum required specification                         | Quantity | Estimated Cost Rs. |
|-------|--|----------|--------------------|
| 1     | As Specified in T 5 -minimum required compliance sheet |          | 100000.00          |

### **27. Laboratory Equipment's -Zoology**

| Sl No | Minimum required specification                         | Quantity | Estimated Cost Rs. |
|-------|--|----------|--------------------|
| 1     | As Specified in T 5 -minimum required compliance sheet |          | 100000.00          |

### **28. Laboratory Equipment's -Chemistry**

| Sl No | Minimum required specification                        | Quantity | Estimated Cost Rs. |
|-------|---|----------|--------------------|
| 1     | As Specified in T 5 minimum required compliance sheet |          | 100000.00          |

## **Form-F2: Financial Bid**

Tender Notice No.

Date.

Unit Rate/Value must be quoted below exclusive of any Tax and duties. Tax Percentage and Tax amount should be mentioned separately. The price Bid will be evaluated as per total value of the equipment exclusive of Taxes and duties.

| Sl No | Item Description | Quantity | Unit rate in figure (Rs.) | Unit Rate in Words (Rs) | Total Value (Rs) |
|-------|------------------|----------|---------------------------|-------------------------|------------------|
| 01    |                  |          |                           |                         |                  |
| 02    |                  |          |                           |                         |                  |
| 03    |                  |          |                           |                         |                  |
| 04    |                  |          |                           |                         |                  |
| 05    |                  |          |                           |                         |                  |
| 06    |                  |          |                           |                         |                  |
| 07    |                  |          |                           |                         |                  |
| 08    |                  |          |                           |                         |                  |
| 09    |                  |          |                           |                         |                  |
| 10    |                  |          |                           |                         |                  |
| 11    |                  |          |                           |                         |                  |
| 12    |                  |          |                           |                         |                  |
| 13    |                  |          |                           |                         |                  |
| 14    |                  |          |                           |                         |                  |
| 15    |                  |          |                           |                         |                  |
| 16    |                  |          |                           |                         |                  |
| 17    |                  |          |                           |                         |                  |
| 18    |                  |          |                           |                         |                  |
| 19    |                  |          |                           |                         |                  |
| 20    |                  |          |                           |                         |                  |
| 21    |                  |          |                           |                         |                  |
| 22    |                  |          |                           |                         |                  |
| 23    |                  |          |                           |                         |                  |

**( A ) Total Value**

|                   |  |                   |  |
|-------------------|--|-------------------|--|
| %of GST           |  | GST amount        |  |
| % of other duties |  | Other duty amount |  |

Note: Amount mentioned in “A” Total value will be considered for the financial Bid evaluation. Tax amount will not be considered for evaluation.

Signature of Witness

Signature of the Bidder

Date:

Date:

Place:

Computer Seal

Place:



## **FROM T 6: FINANCIAL TURNOVER DETAILS**

Financial Turnover of the Organisation during Last Three Financial years (certified by a Practicing Chartered Accountant)

| Sl No  | Financial Year | Turnover in INR |
|--|----------------|-----------------|
| 01   | 2019-2020      |                 |
| 02   | 2020-2021      |                 |
| 03   | 2021-2022      |                 |
| Average Annual turnover for the last three years (INR) |                |                 |

Name of the C.A Firm:

Firm registration No:

Name of the Chartered Accountant:

Membership No:

Signature wit seal

Yours faithfully,

Authorised Signatory of the firm  
with date and seal

## FORM F 1: FINANCIAL PROPOSALS SUBMISSION FORM

To

The Principal  
Kamakhyanagar Degree College, Kamakhyanagar  
Dist: Dhenkanal, Odisha  
759018

Sub: - Submission of financial proposal to select supplier for “supply of .....  
.....” at the college.

Ref: RfP No..... & Date.....

Dear Sir,

I, the undersigned, hereby submitting the financial proposal to select supplier for  
“supply of .....” at the college in  
accordance of RfP No.....

I, hereby declare that all the financial figures mentioned in the financial proposal is  
true and correct. I also accept that any misrepresentation of financial facts and figures may lead to  
disqualification of my proposal.

| Sl No. | Name of the Items | Number of Items | Remarks |
|--------|-------------------|-----------------|---------|
| 01     |                   |                 |         |
| 02     |                   |                 |         |
| 03     |                   |                 |         |
| 04     |                   |                 |         |
| 05     |                   |                 |         |
| 06     |                   |                 |         |
| 07     |                   |                 |         |
| 08     |                   |                 |         |
| 09     |                   |                 |         |
| 10     |                   |                 |         |
| 11     |                   |                 |         |
| 12     |                   |                 |         |
| 13     |                   |                 |         |
| 14     |                   |                 |         |
| 15     |                   |                 |         |
| 16     |                   |                 |         |
| 17     |                   |                 |         |
| 18     |                   |                 |         |
| 19     |                   |                 |         |
| 20     |                   |                 |         |
| 21     |                   |                 |         |
| 22     |                   |                 |         |
| 23     |                   |                 |         |
| 24     |                   |                 |         |

The other charges (\*) may include.

1. All necessary accessories like cables, wires, pipes, etc. which are instrumental for installation.
2. The transportation/material handling cost for delivering and installing the required numbers of materials at the college premises.

Yours faithfully,

Place and Date

Authorised Signatory of the firm  
with date and seal

**SECTION 7**  
**(Certified of willingness to be submitted by all firms)**

To

The Principal  
Kamakhyanagar Degree College,  
Kamakhyanagar, Dist-Dhenkanal  
Odisha, 759018

Sub:- Submission of willingness certificate for supply & installation of .....  
.....  
.....at your College premises.

Sir,

I am to inform you that my firm .....is hereby to  
supply & install.....

.....  
.....  
.....

Within 15 days of receipt of work order from the College selected under OHEPEE, if my firm  
is elected as L1, bidder during selection of tender.

In the event of my firm's failure to supply & install the required items in the  
selected L1 cost, my EMD/ performance security will be forfeited.

Yours faithfully,

Place and Date

Authorised Signatory of the firm  
with date and seal

**ANNEXURE 1**

**(Proposal Submission Check List)**

| Sl No | Description   | Submitted<br>(Yes/No) |
|-------|---|-----------------------|
| 1     | Earnest Money Deposit (EMD)   |                       |
| 2     | Copy of Certificate of Incorporation/ Registration                                    |                       |
| 3     | Copy of Goods and Services tax Identification Number                                  |                       |
| 4     | Copy of PAN   |                       |
| 5     | CA audited copies of Profit & Loss Account and Balance Sheet along with all schedules |                       |
| 6     | Copies of IT returns for the last three financial years                               |                       |
| 7     | Technical proposal Submission Form  |                       |
| 8     | Organisation's Details  |                       |
| 9     | Experience Details  |                       |
| 10    | Self-declaration for not having been blacklist  |                       |
| 11    | Technical Specifications compliance sheet   |                       |
| 12    | Financial Turnover details  |                       |
| 13    | Financial proposal Submission form  |                       |
| 14    | Certificate of willingness to be submitted by all firms                               |                       |