

**CALLING FOR TENDER UNDER TWO BID SYSTEM :**  
**KITTING OF CADETS ATTENDING REPUBLIC DAY CAMP- YEAR 2022**

Dear Bidders,

1. Sealed Tenders are invited by NCC Group Headquarters Cuttack (Odisha Directorate), SO-15, Cantonment Road, Cuttack-753001 hereinafter referred to as "Govt/ Purchaser" from Vendor/ bidder/ supplier/ contractor hereinafter referred to as "Bidder/ Tenderer" for purchase of uniform and stores for NCC cadets selected to represent Odisha Directorate at Republic Day Camp and Prime Minister's Rally at New Delhi in January 2022. The details of items required along with quantity are attached at **Appendix 'A'**.

2. Scope of Tender.

(a) Obtain measurement of cadets at Bhubaneswar for stitching of Uniforms, Blazers and misc clothing for RDC 2022 by **11 Nov 2021**.

(b) Supply of items less uniforms and blazer on or before **21 Nov 2021**.

(c) Stitching of uniform and blazers as per Appendix 'A' and delivery at Bhubaneswar on or before **05 Dec 2021**.

(d) Positioning of minimum of two Tailors at Bhubaneswar for a min period of 05 days from **06 Dec 2021 to 11 Dec 2021** for refitting of uniform and blazer.

3. Timeline. Besides quality, timely delivery of items as at Appendix 'A' is of paramount importance and hence the Bidder is clearly notified that suitable penalty charges would be levied because of late delivery. The detail of penalty clause is dealt separately at 'Terms and Conditions' at **Appendix 'B'**.

4. Eligible Bidder. Eligible bidder will be the one who satisfies the following conditions:-

(a) Not black listed or under process of being black listed by any of NCC Gp HQ/ Dte across India.

(b) Has previous experience in kitting NCC cadets for TSC/RDC. Proof to be provided along with the bids.

(c) Regular Tax Payer. Income-tax Verification Certificate in the prescribed form from the Income-tax Offices of the Circle Ward or District where he is assessed or assessable to income-tax.

(d) GST registered Vendor.

5. **Two Bid System.**

(a) Under the two-bid system, all Bidders are requested to quote for **Technical bid and Commercial bid separately in two different envelopes**. The two envelopes will be super scribed in BOLD and in RED colour as “**Quotation for RDC-2022-Technical Bid**” and “**Quotation for RDC-2022-Commercial Bid**”. Both the envelopes along with the covering letter and other necessary documents will put in a single sealed envelope and deposited at **NCC Group Headquarters Cuttack, SO-15, Cantonment Road, Cuttack-753001** either by Post or by hand before the expiry of due date and time.

(b) The format of technical bid is attached at **Appendix ‘C’**. While quoting in the technical bid, compliance for brand name explicitly specified in the tender only be given and any attempt to include any other brand not asked for would result in summary rejection of tender. Technical bid **WILL NOT** contain any reference to cost.

(c) The format for commercial bid is given at **Appendix ‘D’**. Rates of items to be quoted both in figures and words in English Language only. Wherever discrepancy is noticed between the two rates, the amount in words will be considered as final. Any erasure, cutting and overwriting will be duly authenticated by the person responsible for tender and with business stamp. The commercial bid will include GST as applicable.

6. **Tender Details.** Tender document is available for download free of cost from Odisha Directorate Website (nccorissa.org). If application is collected personally from 1 (O) Bn NCC Cuttack the cost of the documents is Rs 250/-.

(a) **Address for Submission of Tender.** Tender will be submitted at the following address through post or by hand :

NCC Group Headquarters Cuttack  
SO-15, Cantonment Road,  
Cuttack-753001

(b) **Last Date.** Last Date of Receipt of Tender at above mentioned address is **01 Nov 2021, 1630h**. Tender can be submitted by post or can be dropped by person on or before due date. Late receipt of tender even due to postal delay will not be accepted.

(c) **Tender Box.** One Tender box has been placed at NCC Group HQ Cuttack, SO-15, Cantonment Road, Cuttack-753001 Premises from 11 Oct 2021 onwards for receiving tenders. The tender box would be available for submission of bids between 1030 h to 1630 h on all working days.

7. Date of Opening of Technical and Commercial Bid. Tenders will be opened on **06 Nov 2021, 1200h** at NCC Group Headquarters Cuttack. **All Bidders/ representative are requested to be present on 06 Nov 2021 latest by 1130h alongwith all the samples proposed to be supplied as list attached as Appendix 'A'.** Representative is required to bring identity card and authority letter from the owners/company without which they will not be permitted to participate in the bid. Technical Bids without samples will be rejected.
8. Initially Technical Bids will be opened and samples will be checked. Only those venders who have qualified in the Technical Bid, their Commercial Bids will be opened.
9. The Board of officers constituted for opening of tender and for deciding the award of tender reserves the right of rejecting any tender without assigning any reason what so ever and the decision in the matter will be final. **The lowest tender may not necessarily be accepted if the quality does not conform to the specification.**
10. Price Negotiation Committee (PNC). Price Negotiation will be carried out by committee as nominated by NCC Group Headquarters Cuttack on **06 Nov 2021**. The approved/selected bidder should be present on the day (**06 Nov 2021**) at NCC Group Headquarters Cuttack for finalization of tender and award of contract. No representation in this regard will be accepted.
11. Performance Security Deposit. The Performance Security Deposit at the rate of 5% of the project value is to be paid by means of Demand Draft/ Banker's Cheque drawn in favor of NCC Group Headquarters Cuttack, payable at Cuttack and will be submitted on award of the contract. No other mode of payment is being accepted.
12. The terms and conditions for the supply/purchase of said stores are given in **Appendix 'B'** attached.
13. Check list for Submission of Bids.
  - (a) Forwarding letter in company letter head giving details of PAN & GST Number.
  - (b) Technical bid in sealed envelope as per format at Appendix 'C'.
  - (c) Commercial bid in sealed envelope as per format at Appendix 'D'.
  - (d) Income-tax verification certificate in the prescribed form from the Income-tax Offices of the Circle Ward or District where he is assessed or assessable to income-tax.
  - (e) Photocopy copy of PAN Card.
  - (f) Agreement between Bidder and Purchaser as per format given at Appendix 'E'.
  - (g) Authorization letter to be brought with photo affixed duly attested by the bidder on the day of opening of Tender ie, on **06 Nov 2021**.

14. Summary of Timelines.

<b>S No</b>	<b>Event</b>	<b>Date</b>
(a)	Last date for submission of tender at NCC Group Headquarters Cuttack (Odisha Directorate).	01 Nov 2021 1630hrs.
(b)	Opening of Bids at NCC Group Headquarters Cuttack (Odisha Directorate).	06 Nov 2021 1200hrs
(c)	Price Negotiation at NCC Group Headquarters Cuttack (Odisha Directorate).	06 Nov 2021
(d)	Last day of Delivery of Items at Bhubaneswar	05 Dec 2021

15. Contact person for clarification of Tender details.

Commanding Officer  
1 Odisha Battalion NCC  
Mob No 9425171761  
Email address: 1odishabncc@gmail.com

**STRENGTH OF CADETS IN ODISHA CONTINGENT FOR RDC 2022**

Category of Cdts	ARMY	AIR	NAVY	TOTAL
SD (Boys)	24	05	05	34
SW (Girls)	14	03	03	20
<b>TOTAL</b>	<b>38</b>	<b>08</b>	<b>08</b>	<b>54</b>

**ITEMS REQUIRED FOR RDC - 2022 BOYS AND GIRLS (54 Cdts)**

S.No.	UNIFORM	A/U	Total Qty
1	Shirt & Trouser (Uniform) PWPC Khaki for Army Cdts	Pairs	114
2	Shirt (Uniform) PWPC Light Blue and Trouser Navy Blue for Air Cdts	Pairs	24
3	Shirt (Uniform) PWPC White and Trouser LBG for Navy Cdts	Pairs	24
4	Socks Woolen Black	Pairs	216
5	DMS Boot (Mont Blanc)	Pairs	108
6	Leather Belt With Metal Buckle-Black (Army& Air)	Set	46
7	Leather Belt With Metal Buckle-White (Navy)	Set	08
8	Beret Dark Green	Nos	54
9	NCC Badges for Cap- Big	Nos	54
10	Hackles -Red	Nos	108
11	Jersey Pullover Woolen Black (Navy)	Nos	08
12	Jersey Pullover Woolen OG(Army)	Nos	38
13	Jersey Pullover Woolen Grey ( Air)	Nos	08
14	Lanyard (Thick)	Nos	54
15	Arms Title Zari Thread (Army, Air, Navy)	Pairs	54
<b><u>TRACK SUITS</u></b>			
16	Track Suits With NCC Logo Zali (Suppar Polly)	Set	54
17	T-Shirt White, Blue	Nos	108
18	Sports Socks White	Pairs	108
19	Sports Shoes	Pairs	54
<b><u>MUFTI (GIRLS)</u></b>			
20	Blazer-Colour-Maroon	Nos	20
21	Silk Saree, Silk Blouse With Inner Lining, Petticoat	Set	20
22	Saree Pin	Nos	20
23	NCC Logo Monogram	Nos	20
24	Socks-Skin Colour Woolen	Pairs	20
25	Shirt TC White	Nos	20
26	Pant Steel Grey	Nos	20
27	Mufti Shoes for Girls (Belly)	Pairs	20
28	Cosmetic Kit	Nos	20
29	Hair Net	Nos	20
<b><u>MUFTI(BOYS)</u></b>			
30	Blazer Navy Blue	Nos	34
31	Pant Steel Grey	Nos	34
32	Shirt TC White	Nos	34
33	NCC Logo Monogram	Nos	34
34	Tie NCC Colour	Nos	34
35	NCC Tie Pin	Nos	34
36	Mufti Shoes for Boys	Pairs	34
37	Mufti Belt	Nos	34

<b>S.No.</b>	<b><u>UNIFORM</u></b>	<b>A/U</b>	<b>Total Qty</b>
<b><u>ACCOUTREMENTS</u></b>			
38	NCC Scarf With Vertical Woven Zari	Nos	54
39	NCC Kamarband With Woven Zari/Jhallar	Nos	54
40	Spats White-Terrycot Cloth	Pairs	54
41	Name Plates Bilingual	Nos	108
42	Hand Gloves Cotton White With NCC Border	Pairs	108
43	Hand Gloves Woolen Black /OG	Pairs	54
<b><u>MISC ITEMS</u></b>			
44	Woolen Hi- Neck Scarf	Nos	54
45	Stroller 26 ”	Nos	54
46	Cap With NCC Logo	Nos	54
47	Thermo Wear Full Body (Upper & Lower)	Pairs	108
48	Monkey Cap Woolen(Balcalava)	Nos	54
49	Sashes Red	Nos	08
50	Embroidery Badges For Blazer	Nos	54
51	Towel White	Nos	54
52	House Wife Kit	Nos	54

TERMS AND CONDITIONS

1. Eligible Bidder. Eligible bidder will be the one who satisfies the following conditions:-
  - (a) Not a black listed or under process of being black listed by any of NCC Gp HQ/Dte across India.
  - (b) Have previous experience of kitting NCC cadets for TSC/RDC. Proof to be provided along with the bids.
  - (c) Regular Tax Payer. Income-tax verification certificate in the prescribed form from the Income-tax Offices of the Circle Ward or District where he is assessed or assessable to income-tax.
  - (d) GST Registered vendor.
2. High Standard of workmanship, quality of material and timely supply are the prime requisites of the supply.
3. The tenderer shall submit his bid in two parts namely Technical and Commercial bid in two separately sealed envelopes. Taxes incl GST etc as applicable will be included separately in the commercial bid.
4. Each bid must be accompanied with samples of all materials asked in the **Appendix 'A'** in a sealed cardboard box duly pasted with his firm's seal/letter head on top of box. The samples can also be brought for scrutiny on the day of opening of Bids to be followed by TNC/PNC.
5. All items, which are not supplied as per samples, order are liable to be rejected at the discretion of Board of Officers. Accepted Samples during the opening of Tender will be retained for quality checking by the Officer nominated by NCC Group Headquarters Cuttack (Odisha Directorate), till completion of the camp. It is the vendor's responsibility to collect the samples from NCC Group Headquarters Cuttack after the RDC Camp.
6. No increase in price because of any statutory increase in or fresh imposition of custom duty, excise duty, GST or duty levied in respect of stores will be accepted once the bid is submitted.
7. The tender rates will be valid up to 28 Feb 2022 for all quantities as mentioned in Appx 'A'.
8. The decision to accept fully or in part or reject a tender in full or part finally rest with the Tender opening Board of officers.
9. On award of the contract, the acknowledgement of supply order should be furnished within seven days of receipt of the supply order along with Security Deposit @ 5% of Contract value through DD payable at SBI Cuttack. Non-acceptance of supply order will result in contract being awarded to next eligible bidder.

10. The delivery of all items must be completed by 05 Dec 2021 at Camp Site, Bhubaneswar. The supplier has to ensure fitting of all clothing items at camp site. No separate transport charges will be paid.

11. The Board of Officers detailed by this NCC Group Headquarters Cuttack, will carry out inspection of stores being supplied by the bidder as well as monitor the quality of stitching being carried out.

12. The Kitting Officer, 1 Odisha Battalion NCC, Cuttack has the authority to change the quantity of items demanded as per requirement at a later date.

13. Liquidated Damages.

(a) For late delivery of items- Part or full later than 05 Dec 2021. 5% of the contracted value for each full day. The amount will be deducted from the amount due to the Bidder. The bidder will be Black Listed if the items are not supplied by stipulated time.

(b) For late delivery of items for RDC- Part or full from 05 Dec 2021. The items will be brought at market price the amount will be deducted from amount due to the Bidder. The Bidder is liable to pay extra amount more than the contracted amount in view of the risk purchase.

(c) In case stores supplied at the time of the delivery period are found not acceptable, the purchaser is entitled to cancel the same and risk purchase at the cost and expense of the bidder, which would be deducted from the amount due to the bidder.

14. Arbitration Clause.

(a) All disputes arising between the partners as to the interpretation, operation, or effect of any clause in this tender document or any other difference arising between the Bidder and NCC Group Headquarters Cuttack (Odisha Directorate), which cannot be mutually resolved, shall be referred to for arbitration by Group Cdr, NCC Group Headquarters, Cuttack (Arbitrator 1), Failing him, DDG, NCC Dte, Odisha will be the final arbitrator and whose decision shall be binding on both the parties.

(b) All disputes will be resolved at Cuttack.

15. Warranty and Guarantee. The stores supplied under this order / tender shall be deemed warranted by the contractor against defective material, workmanship, finish and performance for the period for at least three months from the date of receipt of the stores. In case stores supplied are found defective, same shall be, replaced immediately as per approved samples by the bidder at his risk and cost.

16. All stores will be supplied to the Camp Site at Bhubaneswar by the contractor under his own arrangement. No extra transportation cost will be given or item will be collected from any other station.

17. The process of final payment of bills may take from one to two months on completion of camp.



18. Specification of items wherever not mentioned must be obtained from the Presiding Officer/Officer in charge, prior to quoting the rates:-

NCC Group Headquarters Cuttack  
SO-15, Cantonment Road,  
Cuttack-753001  
Email-gphqcuttack@nccorissa.org

19. Any notice to the bidder shall be deemed sufficient if given or left in writing at his usual or last known place, abode, or business or through E-mail or SMS.

20. In the event of any breach on the part of the bidder, the contract shall be terminated by the NCC Group Headquarters Cuttack without compensation to the contractor upon giving seven days notice to the contractor.

21. The contract or any part share of interest in it is not to be transferred or assigned by the Contractor directly or indirectly to any persons or persons whomsoever without the written consent of the Group Cdr NCC, Group Headquarters Cuttack.

22. GST as applicable and Income Tax @ 2% will be deducted at source under Sec 194c of IT Act. Bidders are requested to furnish GST No. on the Tender Form.

23. The opening of bids and Price Negotiation Committee will be held at NCC Group Headquarters Cuttack on 06 Nov 2021. The details or changes if any will be communicated to the bidding parties. All bidders are requested to mention their correct address, telephone number as well as email id for the same.

**FORMAT FOR TECHNICAL BID KITTING OF  
CADETS- RDC 2022: TECHNICAL BID**

We undertake to supply best quality items as per brand and quality given under:-

<b>S.No.</b>	<b>UNIFORM</b>	<b>Qty</b>	<b>Complied</b>	<b>Remarks</b>
1	Shirt & Trouser (Uniform) PWPC Khaki for Army Cdts		Yes/No	
2	Shirt (Uniform) PWPC Light Blue and Trouser Navy Blue for Air Cdts		Yes/No	
3	Shirt (Uniform) PWPC White and Trouser LBG for Navy Cdts		Yes/No	
4	Socks Woolen Black		Yes/No	
5	DMS Boot (Mont Blanc)		Yes/No	
6	Leather Belt With Metal Buckle-Black (Army& Air)		Yes/No	
7	Leather Belt With Metal Buckle-White (Navy)		Yes/No	
8	Beret Dark Green		Yes/No	
9	NCC Badges for Cap- Big		Yes/No	
10	Hackles -Red		Yes/No	
11	Jersey Pullover Woolen Black (Navy)		Yes/No	
12	Jersey Pullover Woolen OG(Army)		Yes/No	
13	Jersey Pullover Woolen Grey ( Air)		Yes/No	
14	Lanyard (Thick)		Yes/No	
15	Arms Title Zari Thread (Army, Air, Navy)		Yes/No	
	<b><u>TRACK SUITS</u></b>			
16	Track Suits With NCC Logo Zali (Suppar Polly)		Yes/No	
17	T-Shirt White, Blue		Yes/No	
18	Sports Socks White		Yes/No	
19	Sports Shoes		Yes/No	
	<b><u>MUFTI (GIRLS)</u></b>			
20	Blazer-Colour-Maroon		Yes/No	
21	Silk Saree, Silk Blouse With Inner Lining, Petticoat		Yes/No	
22	Saree Pin		Yes/No	
23	NCC Logo Monogram		Yes/No	
24	Socks-Skin Colour Woolen		Yes/No	
25	Shirt TC White		Yes/No	
26	Pant Steel Grey		Yes/No	
27	Mufti Shoes for Girls (Belly)		Yes/No	
28	Cosmetic Kit			
29	Hair Net			
	<b><u>MUFTI(BOYS)</u></b>			
30	Blazer Navy Blue		Yes/No	
31	Pant Steel Grey		Yes/No	
32	Shirt TC White		Yes/No	
33	NCC Logo Monogram		Yes/No	
34	Tie NCC Colour		Yes/No	
35	NCC Tie Pin		Yes/No	
36	Mufti Shoes for Boys		Yes/No	
37	Mufti Belt		Yes/No	

	<b><u>ACCOUTREMENTS</u></b>	Qty	Complied	Remarks
38	NCC Scarf With Vertical Woven Zari		Yes/No	
39	NCC Kamarband With Woven Zari/Jhallar		Yes/No	
40	Spats White-Terrycot Cloth		Yes/No	
41	Name Plates Bilingual		Yes/No	
42	Hand Gloves Cotton White With NCC Border		Yes/No	
43	Hand Gloves Woolen Black /OG		Yes/No	
	<b><u>MISC ITEMS</u></b>			
44	Woolen Hi- Neck Scarf		Yes/No	
45	Stroller 26 ”		Yes/No	
46	Cap With NCC Logo		Yes/No	
47	Thermo Wear Full Body (Upper & Lower)		Yes/No	
48	Monkey Cap Woolen(Balcalava)		Yes/No	
49	Sashes Red		Yes/No	
50	Embroidery Badges For Blazer		Yes/No	
51	Towel White		Yes/No	
52	House Wife Kit		Yes/No	

(Signature)  
Name of authorized Person  
Designation

**Place:**

**Date:**

With company seal

Note: To be submitted separately in sealed envelope

**FORMAT FOR COMMERCIAL BID KITTING OF  
CADETS- RDC 2022: COMMERCIAL BID**

We undertake to supply the following items as per the brand indicated and rates quoted below:-

<b>S.No.</b>	<b>UNIFORM</b>	<b>AU</b>	<b>Qty Reqd</b>	<b>Rate/ pc Incl Stitching</b>	<b>Total Amount</b>
1	Shirt & Trouser (Uniform) PWPC Khaki for Army Cdts				
2	Shirt (Uniform) PWPC Light Blue and Trouser Navy Blue for Air Cdts				
3	Shirt (Uniform) PWPC White and Trouser LBG for Navy Cdts				
4	Socks Woolen Black				
5	DMS Boot (Mont Blanc)				
6	Leather Belt With Metal Buckle-Black (Army& Air)				
7	Leather Belt With Metal Buckle-White (Navy)				
8	Beret Dark Green				
9	NCC Badges for Cap- Big				
10	Hackles -Red				
11	Jersey Pullover Woolen Black (Navy)				
12	Jersey Pullover Woolen OG(Army)				
13	Jersey Pullover Woolen Grey ( Air)				
14	Lanyard (Thick)				
15	Arms Title Zari Thread (Army, Air, Navy)				
	<b><u>TRACK SUITS</u></b>				
16	Track Suits With NCC Logo Zali (Suppar Polly)				
17	T-Shirt White, Blue				
18	Sports Socks White				
19	Sports Shoes				
	<b><u>MUFTI (GIRLS)</u></b>				
20	Blazer-Colour-Maroon				
21	Silk Saree, Silk Blouse With Inner Lining, Petticoat				
22	Saree Pin				
23	NCC Logo Monogram				
24	Socks-Skin Colour Woolen				
25	Shirt TC White				
26	Pant Steel Grey				
27	Mufti Shoes for Girls (Belly)				
28	Cosmetic Kit				
29	Hair Net				
	<b><u>MUFTI(BOYS)</u></b>				
30	Blazer Navy Blue				
31	Pant Steel Grey				
32	Shirt TC White				
33	NCC Logo Monogram				
34	Tie NCC Colour				
35	NCC Tie Pin				
36	Mufti Shoes for Boys				
37	Mufti Belt				

	<b><u>ACCOUTREMENTS</u></b>	<b>AU</b>	<b>Qty Reqd</b>	<b>Rate/ pc Incl Stitching</b>	<b>Total Amount</b>
38	NCC Scarf With Vertical Woven Zari				
39	NCC Kamarband With Woven Zari/Jhallar				
40	Spats White-Terrycot Cloth				
41	Name Plates Bilingual				
42	Hand Gloves Cotton White With NCC Border				
43	Hand Gloves Woolen Black /OG				
	<b><u>MISC ITEMS</u></b>				
44	Woolen Hi- Neck Scarf				
45	Stroller 26 "				
46	Cap With NCC Logo				
47	Thermo Wear Full Body (Upper & Lower)				
48	Monkey Cap Woolen(Balcalava)				
49	Sashes Red				
50	Embroidery Badges For Blazer				
51	Towel White				
52	House Wife Kit				

**AGREEMENT OF TERMS AND CONDITIONS**  
**(IN LETTER HEAD OF BIDDER)**

To,

NCC Group Headquarters Cuttack  
SO-15, Cantonment Road  
Cuttack-

Dear Sir,

1. Reference to NCC Group Headquarters Cuttack (Odisha Directorate), Bhubaneswar Tender Notice No.....dated .....
2. I..... of ..... hereby contract and agree in to the conditions mentioned in the above mentioned tender document.
3. I have fully read and understood the contents of 'Terms of Conditions' at Appendix 'B' to the tender document and I agree to it.
4. I accept Group Commander NCC Group Headquarters Cuttack (Odisha Directorate), as the sole arbitrator and DDG Odisha Directorate as the final arbitrator for any disputes regarding interpretation, operation, or effect of any clause in this tender document or any other difference arising between the Bidder and the Board of Officers, which cannot be mutually resolved.

Thanking you,

Yours faithfully,

**Signature**

(Name of Authorized person  
to enter into Contract)

Date:

Designation

Place:

Note: With company seal