



BOARD OF SECONDARY EDUCATION , B K ROAD,ODISHA, CUTTACK-1

TENDER CALL NOTICE

No. 7007 / (Eng. Section) dt. 19.11.25

Tender Papers in sealed cover in the prescribed Format are invited from the intending registered Transportation Agencies having valid Reg. No., PAN Card, valid up to date GST & IT clearance Certificate for transportation & unloading of Text Books to different Nodal Centers within the State (District Education Officer / District Welfare Officer /Block Education Office points / Zonal offices of B.S.E., Odisha for the Academic Session, 2026-27. The Tender Paper can be obtained from the office of the undersigned on payment of Rs.11800 [Rs.10000 + GST@18%] (Rupees Eleven thousand eight hundred) only in cash on any working day from dt.21.11.2025 to dt.09.12.2025 between 11.00 a.m. to 3.00 p.m. or can also be downloaded from the website - www.bseodisha.nic.in. by payment of Rs.11800 [Rs.10000 + GST@18%] through D.D. to be submitted along with technical Bid. The last date for submission of Tender Paper at the office of the Secretary, Board of Secondary Education, Odisha, B.K.Road, Cuttack- 753001 is dt.09.12.2025 up to 2.00 p.m. The same shall be opened on dt.10.12.2025 at 11.30 a.m. in Committee Room of BSE, Odisha, Cuttack .

The authority reserves the right to reject any or all tenders without assigning any reason thereof.

S. 19.11.2025
SECRETARY

Memo No. 7008 (Engg. Section) dt. 19.11.25

Copy submitted to the Joint Director (Advertising), I & PR Deptt., Govt. of Odisha, Bhubaneswar for information and to take immediate step for publication of this Notification in one edition of the Odia Local Daily Newspaper "The Prameya" in one issue only utilizing space (12 Cm. x 8 Cm.) inside page for publication on dt.21.11.2025 positively for information of all concerned at the approved rate. A complimentary copy shall be sent to the Finance Officer, BSE, Odisha, Cuttack along with the bill in duplicate for pass and payment.

S. 19.11.2025
SECRETARY
B.S.E., Odisha, Cuttack

Memo No. 7009(5) / (Engg. Section) dt. 19.11.25

Copy forwarded to:-

1. The Finance Officer / Asst. Secy, Finance / Asst. Secy, Accounts-II / I.A. for information and necessary action.
2. Office Notice Board for wide publication.

S. 19.11.2025
SECRETARY
B.S.E., Odisha, Cuttack



BOARD OF SECONDARY EDUCATION ,B K ROAD, ODISHA, CUTTACK-1
INSTRUCTION TO TENDERER

1. Tenderers are required to fill up the Technical Bid & keep it in one envelop along with other requisites & super scribe it as "**Technical Bid**". Similarly Financial Bid should be kept in another envelop & super scribe it as "**Financial Bid**". Both the sealed envelops shall be kept in another envelop & super scribe as "**Tender for Transportation of Text Books**",

Tender call Notice No- dt-

Tenderers are required to submit EMD of Rs.1,75,000/- (Rupees One lakh seventy five thousand) only in shape of Demand Draft drawn in favor of the Secretary, Board of Secondary Education, Cuttack payable at Cuttack along with the tender.

2. Tenderers are required to submit true copy of PAN Card and I.T. Clearance Certificate, GST Clearance Certificate obtained from the appropriate authority along with the tender.
3. If the Tender Paper are to be downloaded from the Website of the BSE the cost of the Tender Paper Rs.11800 [Rs.10000 + GST@18%] (Rupees Eleven thousand eight hundred) only shall be submitted along with the tender in shape of Demand Draft drawn in favour of Secretary, Board of Secondary Education, Odisha, Cuttack payable at Cuttack.
4. The vehicles must be in good running condition with up to date fitness certificates, Insurance and all Odisha permit.(A undertaking regarding this to be given)
5. The driver of each vehicle must have valid Driving License and good track record of not intoxicated with alcohol etc.(A undertaking regarding this to be given).
6. The authority reserves the right to transport the Text Books by other means of conveyance for timely completion of the work at the time of exigency.
7. The bill should be submitted after completion of the assignment for payment.
8. A letter of confirmation in this regard will be sent within 7 days from the date of acceptance of the lowest Tender.
9. The payment will be allowed from starting point to Destination , but not for the return journey.



TERMS AND CONDITIONS

1. Tenderers are required to fill up the Technical Bid & keep it in one envelop along with other requisites & super scribe it as "Technical Bid". Similarly Financial Bid should be kept in another envelop & super scribe it as "Financial Bid". Both the sealed envelopes shall be kept in another envelop & super scribe as "Tender for transportation of Text Book", Tender call Notice No- dt-
2. The tenderer shall deposit E.M.D. of Rs-1,75,000/- (Rupees One lakh seventy five thousand) only in shape of Demand Draft drawn on any Nationalized Bank in favor of the Secretary, Board of Secondary Education, Odisha, Cuttack payable at Cuttack. Tender without accompanying E.M.D. shall be rejected.
3. The E.M.D. of unsuccessful tenderer(s) will be refunded after finalization of tender. No interest shall be paid on EMD deposit.
4. All columns of Technical Bid and Financial Bid must be filled in properly.
5. The Tenderer should furnish the number of vehicles that the Transport Agency possesses. (specify the No. of 10 wheeler, 6 wheeler & 4 wheeler possess) in compliance to point no. 13 of terms & condition.
6. Tender without vehicle Number as above and other requisites such as copy of PAN Card, up to date I.T. Clearance Certificate & GST Clearance Certificate of last month/quarter shall be rejected.
7. The rate should be quoted exclusive of GST, but inclusive of Toll Gate charges , fuel and driving charges and any other expenses .
8. Over writing, insertion, addition, alteration and erasing on Tender Paper should be avoided. This may cause disqualification. Corrections if any on tender paper, in either or the bids should be duly attested by the tenderer.
9. Rate for transportation of each category of vehicle should be quoted per Km. basis (one side) only and should be written both in figures and words.
10. The Financial Bids of all the tenderers will be opened whose Technical Bids are found in order.
11. L-I will not be the only criterion for award of tender. Experience / expertise in the field and credibility of the firm, for transportation of Text Books may be taken in to consideration for qualification of Financial Bid.
12. The successful tenderer shall have to execute an agreement & deposit Performance security money amounting to Rs-2,60,000/- (Rupees two lakh sixty thousand) only in shape of DD drawn on any Nationalized Bank pledged in favour of the Secretary, Board of Secondary Education, Odisha, Cuttack payable at Cuttack within 07(seven) days from the date of award of tender. In case the contract is awarded to more than one bidder the performance security to be paid by each such bidder to be calculated proportionately , as decided by BSE & to be binding on the bidders. The EMD and/or performance security money shall be refunded without interest after successful completion of the assignment. In case of award of contract to be made to more than bidder the performance security to be paid by each shall be calculated on the proportionate value of the contract awarded to each such bidder.

13. Minimum 10 nos. of vehicles or more (04 wheeler, 06 wheeler, 10 wheeler) should be in the name of the firms / valid authorization / both the conditions . (Tenderer has to submit an undertaking in this regard expressing the status of ownership/possession/authorization).
14. The tenderer must have completed successfully at least one assignment for any Govt./PSU/Reputed private agency within last 2 year. Appropriate work assignment orders from any Central / State / Reputed private agency to be attached.
15. If the tenderer fails to execute the agreement and does not deposit security money within the stipulated date, the EMD will be forfeited and award of tender shall be cancelled and the next eligible tenderer shall be awarded with the work, as suited by law. If the tenderer failed to carry out the work as per requirement of Board , after receiving the work order, the EMD and/or P.S. to be fortified along with other action as deemed fit , may be taken by BSE.
16. After due formalities stated above, final order shall be placed with the Transport Agency.
17. The transportation of Text Books would be made as per specified date & time, which would be intimated later on by the Authorities of BSE.
18. Board shall have the power to refuse / accept any tender that contravenes the "**Terms & Conditions**".
19. Payment shall be made after the transportation of Text Books is over & on submission of bill along with other relevant documents as required.
20. TDS shall be deducted at the time of payment of bill.
21. If the tenderer fails to deliver the Text Books within time as specified in the work order, authority of the Board reserves the right to forfeit the security deposit &/or EMD and take action as deemed proper. In that situation BSE reserves the right to complete the assignment from any other agencies , the extra cost ,if any to be bear by the default bidder.
22. The tenders shall be opened in presence of the tenderers or their authorized representatives if present , as per the schedule date/time/ venue.
23. The vehicles must be in good running condition with up to date Tax Clearance and fitness Certificates, Insurance and all Odisha permit.
24. The driver of each vehicle must have valid Driving License and good track record of not intoxicated with alcohol etc.
25. The tenderer shall bear all risk responsibility and extra cost in case of break down or damage of any part of vehicle and should ensure timely delivery of Text Books at the destination.
26. President, Board of Secondary Education, Odisha, Cuttack shall have the power to amend any of the terms & conditions of the tender.
27. In the event of any dispute arising in execution of the tender, the decision of the President, Board of Secondary Education, Odisha shall be final & binding on the Tenderer.
28. Any dispute related to this tender and arising out of terms and conditions thereof, will be subject to jurisdiction of Court at Cuttack only.
29. Payment will be allowed from starting point to destination, but not for return journey.
30. The quoted rates are inclusive of fuel, driver and Toll Gate charges, but exclusive of GST.
31. The tenderer needs to unload the consignment at the delivery point at the earliest of reaching at his/her own responsibility . The rate of unloading for 1000 no. of books (300 kg)s to be mentioned along with the "rate of quotation" (not exceeding Rs. 80/-) in 3(b) of financial bid. No detention / extra payment will be made except unavoidable situations suggested by competent officer of the receiving district / point.

32. The date and timing of reporting & requirement of vehicle for lifting will be intimated by the section before date of lifting.
33. Vehicle agency will have to keep good liaising with the Engineering & TBSS Section & with the district/block concern with DWO/DEO/BEO for smooth delivery of Text Books.
34. Loading of books will be done by the Board by its own which will be witnessed by the agency in taken of confirmation of the weightage/quantity of books.
35. The transporter must not be debarred / black listed from any institution of Central / State Govt.(A undertaking regarding this to be given).

DECLARATION

I have gone through the Tender Notice, both the bid formats, instruction, terms and conditions of the Tender and understood fully and agreed. I am submitted the undertaking that :-

1. The vehicles provided by me are in good running condition with updated fitness certificate, insurance and all Odisha Permit.
2. The Drivers of each vehicle are having valid Driving License, good track record of not in intoxication of alcohol etc.
3. That I have the required minimum 10 numbers of vehicles in my possession /valid authorization.
4. I am not debarred/ blacklisted from any Central/ State Govt. Institution.

Date:-

**Signature
& seal of the Tenderer**



BOARD OF SECONDARY EDUCATION, B.K.ROAD, ODISHA, CUTTACK-1

TECHNICAL BID

Tender Call Notice No.-

(Eng. Section) dt:-

- 1- Name and address of the transport Agency along with photo copy of Registration Certificate from appropriate authority :-
- 2- Name and address of the Proprietor/Director :-
- 3- PAN No. (photo Copy of PAN Card to be enclosed) :- Yes / No
- 4- Photo copy I.T. Clearance Certificate /receipt of deposits of last Qtr. (to be enclosed) :- Yes / No
- 5- GST Registration along with Clearance Certificate/receipt of deposits of last month/ Qtr. :- Yes / No (Photocopy to be enclosed)
- 6- Details of EMD :- D.D. No Dt
- 7- (Draft to be attached) Rs. If Tender Paper purchased against Payment of Cash :- C.R. No- Dt- (Original Cash receipt to be enclosed)
- 8- In case of Tender Paper downloaded From the Website :- D.D. No..... Dt- (Cost of Tender Paper in shape of D.D. to be attached) Rs-
- 9- Experience in the field of transportation of goods (Work Orders from any Central/ State/ Reputed Private Institution) to be attached.
10. Vehicle Nos. along with photocopies of Fitness Certificates / Insurance and All Odisha permit are to be attached.(extra sheet to be attached)

Date:-

**Signature
& seal of the Tenderer**



BOARD OF SECONDARY EDUCATION, B.K.ROAD, ODISHA, CUTTACK-1
FINANCIAL BID

Tender Call Notice No.- (Eng. Section) dt:-
SPECIFICATION

1. Name & Address of the Transport Agency along with photo copy of Registration Certificate.
2. GST No. -
3. (a)

Rate to be offered per K.M				
Sl. No	Type of Vehicles	Loading capacity for nos. of Books	Kilometer (One Side Rate)	Rate in (Figure & Word)
1	10 Wheeler	47,000 – 50,000 14 to 16 MT	Covering more than 301 Km.	
			Covering 201 Km. to 300 km	
			Covering up to 200 Km.	
2	06 Wheeler	35,000 – 37,000 10 to 12 MT	Covering more than 301 Km.	
			Covering 201 Km. to 300 km	
			Covering up to 200 Km.	
3	06 wheeler	28,000–32,000 6 to 10 MT	Covering more than 301 Km.	
			Covering 201 Km. to 300 km	
			Covering up to 200 Km.	
4	04 wheeler	12,000- 16,000 4 to 6 MT	Covering more than 301 Km.	
			Covering 201 Km. to 300 km	
			Covering up to 200 Km.	
5	04 wheeler	10,000- 12,000 0 to 4 MT	Covering more than 301 Km.	
			Covering 201 Km. to 300 km	
			Covering up to 200 Km.	
6	06 wheeler (Local)	35,000 – 37,000 10 to 12 MT	For Cuttack	
			For Bhubaneswar	
			For Khurda	
			For Jagatsinghpur	
			For Dhenkanal	
7	04 wheeler (Local)	12,000- 16,000 4 to 6 MT	For Cuttack	
			For Bhubaneswar	
			For Khurda	
			For Jagatsinghpur	
			For Dhenkanal	

L1 Bid will be decided based on the rates quoted by the firms at 3(A) Sl. No. 1 to 7. Bidders will be assigned the Work Order based on the L-1 rate under each individual category. BSE reserves the right to select the modules of transport on each route, i.e. - whether to allot 4/6/10 wheeler vehicle, depending on its requirement.

3.(b)

1	Rate of unloading charges 1000 books rate (will not be the criteria of deciding L-1 rate but the successful bidder must undertake the assignment).	Rate not exceeding Rs. 80/-
---	--	-----------------------------

Notes:- Rate offered inclusive of Toll Gate/Fuel/ Driver Charges, but exclusive of all Taxes. No payment will be allowed for return journey.

Signature
& seal of the Tenderer