

BOARD OF SECONDARY EDUCATION , ODISHA, KATAKA

TENDER CALL NOTICE

No- ⁴²⁶⁷ (Engg. Section)/ Dt. 17. 08. 26

Tender Papers in double 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 Certificate etc, for supply of closed containers for transportation of confidential materials of OSSTET-2026 to different Exam Centres of B.S.E., Odisha, Kataka. The Board reserves the right to extend the assignment of similar other Exams to the selected bidder during the year 2026 basing on the performance of the bidder. For further details please visit our website www.bseodisha.nic.in & www.bseodisha.ac.in

The last date for receipt of Tender –	dt. 09/09/2026	at 3.00 p.m.
Pre-bid meeting	dt. 24/08/2026	at 11.30 am
Opening of Technical Bid -	dt. 10/09/2026	at 11.00 a.m
Opening of Financial Bid -	dt. 10/09/2026	at 03.00 p.m

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

Sd/-Secretary

Memo No. ⁴²⁶⁸ (Engg. Section) dt. 17. 08. 26

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 two nos. of widely circulating (**The Samaj / The Times Of India**) all odisha edition in **one issue only utilizing space (12 Cm.x 6 Cm) inside page for publication on dt.18/08/2026** 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.


SECRETARY
B.S.E., Odisha, Cuttack

BOARD OF SECONDARY EDUCATION, ODISHA, KATAKA

TENDER CALL NOTICE

No- 4267 (Eng. Section)/ Dt. 17. 08. 26

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Smt. 17.8.2016
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Smt. 17.8.2016
SECRETARY
B.S.E., Odisha, Cuttack

Memo No. 4269(5) (Engg. Section) dt. 17. 08. 26

Copy forwarded to:-

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

Smt. 17.8.2016
SECRETARY
B.S.E., Odisha, Cuttack

BOARD OF SECONDARY EDUCATION , ODISHA, KATAKA

INSTRUCTION TO TENDERER

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

Tenderers are requested to submit **EMD of Rs.15,000/-** (Rupees fifteen thousand) only in shape of Bank Draft drawn in favour of Secretary, Board of Secondary Education, Odisha, Cuttack, payable at Cuttack along with the tender.

The E.M.D. of unsuccessful tenderer(s) will be refunded soon after finalization of tender basing on the written request. No interest shall be paid on EMD deposit.

2. Tenderers are required to submit one photo copy of PAN Card and I.T. Clearance Certificate, GST Clearance Certificate/ receipt of deposit of last qtr, etc. obtained from the appropriate authority along with the tender.
3. Tender Paper are to be downloaded from the Website mentioned at the tender call notice, the cost of the Tender Paper **Rs-4,720/- (4,000/- + 18% GST)** (Rupees four thousand seven hundred twenty)only shall be submitted along with the tender(Technical bid envelope) in shape of Bank Draft drawn in favour of Secretary, Board of Secondary Education, Odisha, Cuttack, payable at Cuttack.
4. All columns of Technical Bid and Financial Bid must be filled in properly.
5. 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 Technical or Financial bids should be duly attested by the tenderer.
6. The President shall have the right to reject any tender without assigning any reason thereof.

TERMS AND CONDITIONS

1. The Transporter must provide vehicles approximately 03 days prior to the Examinations date (Schedule for supply of vehicle will be provided by BSE). The vehicle assigned, after delivery of confidential materials must remain at last destination and return after collecting the confidential materials after the Examination over. The Tenderer should quote the rate **per KM. for to & fro** journey. The Tenderer must supply minimum 10 nos. of vehicles (04-wheeler, closed containers of different capacity) per day to complete the assignment as per the schedule to be provided by the BSE.
2. The Confidential Materials shall be despatched to different Examination Centres across the State **through Closed Containers only**.
3. The tenderer must produce ownership / valid authorisation from transport agencies regarding minimum 5 number of 4 wheelers of closed container under its valid possession along with the technical bid.
4. Tender documents submitted without ownership / valid authorisation proof from registered transport agencies shall be rejected.
5. The closed Containers must be in good running condition with up-to-date Tax Clearance, fitness certificates, Insurance coverage, pollution certificates and all Odisha permits. (An undertaking regarding this to be given by the transporter).
6. The driver of each vehicle must have valid Driving License and good track record of not intoxicated with alcohol etc. (An undertaking regarding this to be given by the transporter).
7. If any deviation or false information found in later stage, BSE(O) reserves the right to take any appropriate action as deemed fit and to be bound by the transporter.
8. Board will not be accountable to any type of loss of person/property if any due to any type of accidents if occurs while transportation of Confidential materials.
9. BSE(O) reserves the right to transport the confidential materials by other means of conveyance for timely completion of the work at the time of exigency. The transporter cannot question it for any legal or financial point of view.
10. The rate should be quoted exclusive of all taxes but including cost of fuel, driver and Toll Gate charges etc.
11. Rate for transportation of each category of vehicle for **(to & fro)** journey, should be quoted per Km. only and should be written both in figures and words.
12. The Financial Bids of all the tenderers whose Technical Bids are found in order and are qualified, only will be opened.

13. The successful tenderer shall have to execute an agreement & deposit Performance security money amounting to 30,000/- (Rupees thirty thousand) only in shape of DD pledged in favour of Secretary, Board of Secondary Education, Odisha, Kataka payable at Kataka within 07(seven) days from the date of award of work order. The amount of performance security will be decided by B.S.E. and will be bound by the Tenderer. The performance Security will be refunded without interest, after completion of the assignment.
14. In case the contract is awarded to more than one bidder the performance security to be paid by each such bidder will be calculated proportionately, as decided by BSE.
15. If the tenderer fail to execute the agreement and does not deposit performance security money within the stipulated date, the EMD will be forfeited, and award of tender shall be cancelled, and next eligible tenderer may be awarded with the work if considered and approved by Board and as suited by law.
16. The tenderer must have completed successfully at least one assignment of work in any Central / State Govt. Institutes / PSU / Autonomous Bodies / Universities within Odisha during last 07 years. Appropriate work assignment orders to be attached.
17. After fulfilment of all the above terms and conditions, final order shall be placed with the Transport Agency along with the process of execution of assignment.
18. The transportation of confidential material should be made as per specified date & time as intimated by BSE. The Category of closed containers required on each date & time of reporting of vehicles at BSE Headquarter would be intimated later by BSE. The transporter or his representative must be present while loading of the confidential material to certify the initial kilometre reading, logbook maintenance, loading value and other necessary documentations as required by BSE.
19. Board shall have the power to refuse / accept any tender without assigning any reason thereof.
20. The bills are to be submitted after completion of the assignment for payment along with the required documents as per the Work Order.
21. Payment shall be made after the transportation of confidential materials is over and submission of bill with logbooks duly certified by messenger of Board along with other relevant documents as specified in the work order failing which the bills may not be processed.
22. TDS shall be deducted at the time of payment of bills as fixed by the Govt. from time to time.
23. If the tenderer fails to deliver the confidential materials within time as specified in the work order or fails to provide the closed containers as required the authority of the Board reserves the right to forfeit the security deposit and take action as deemed proper. In that case Board reserves the right to carry out the assignment by any other suitable means.

24. The tender shall be opened in presence of the tenderers or their authorized representatives, who will present, on the schedule date/time/venue as specified in the tender documents.
25. The tenderer shall bear all risks, responsibility and also extra cost in case of break down or damage of any part of container and should ensure timely delivery of confidential materials at the destination without fail by using separate vehicle with due permission of BSE.
26. The vehicles/driver/Route once assigned/authorised on a specific route/assignment cannot be changed en-route or before completion of assignment, without the permission of Authorities of BSE, failing which BSE reserves the right to take appropriate action, as deemed fit. The vehicle assigned once in a route can't be reused for any other work before completion of the particular assignment.
27. If any advance amount is required by the agency, the same may be considered on provision as per OGFR -2023 norms.
28. Board of Secondary Education, Odisha, Cuttack shall have the power to amend any of the terms & conditions of the tender in case of exigency.
29. As the examination process is a time-bound matter, if at any stage it requires transportation of confidential materials at a short notice/immediately & the transporter is not in a situation of complying it immediately or unable to provide the required numbers of vehicles fully/partly, BSE reserves the right to transport the confidential material fully/partly by any other suitable means.
30. Detention charges and night halt may be considered if the vehicle detained with a genuine case/unavoidable situation/both basing on the report of authorised persons from BSE(O) basing on the situation. The Detention charges and night halt to be calculated based on Boards norm.
- In some cases, vehicle may be detained at the last destination after delivery, for collection of Answer Books after the Examination is over. In such case the detention charges and night halt charges may be considered, for that day(s) it detained idle without any journey, basing on the report of authorised persons from BSE as per the approved rate of the Board.
31. In the event of any dispute arising in execution of the tender, the decision of the Board shall be final & binding on the Tenderer.
32. Any dispute related to this tender and arising out of terms and conditions thereof, will be subjected to jurisdiction of Court at Cuttack only.
33. Subletting of contract is not allowed.
34. If the successful bidder at any stage found to be associated with BSE earlier, any pending bills/vouchers/work orders etc. cannot be inter-mingled with the EMD/performance security/work schedules of this tender by the bidder.

TECHNICAL BID

Tender Call Notice No-

(Engg. 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/ deposit receipt of last qtr./Month (to be enclosed) : Yes / No
- 5- GST Registration along with Clearance Certificate/deposit receipt of last qtr./Month: (Photocopy to be enclosed) Yes / No
- 6- Details of EMD B.D.No Dt (Draft to be attached)- Rs.
- Cost of Tender Paper :- B.D. No..... Dt-
- 7- Documents regarding ownership / authorisation from transport Agencies of having minimum 5 number of 4 wheelers of closed containers under the valid possession of the bidder.
 - In case of own vehicle, the vehicle Registration Nos. and copy of the Registration Certificate required to be submitted.
 - In case of Authorization from other Transport Agency, the authorization letter from that Transport agency having the Registration nos. of vehicle concern required to be submitted.
- 8- Experience of assignment of works for any Central / State Govt. Institutes / PSU / Autonomous Bodies / Universities within Odisha during last 07 years. Relevant Work Order / Work Completion Certificate to be submitted.

Signature
& seal of the Tenderer

FINANCIAL BID

Tender Call Notice No-

(Eng. Section) dt:-

SPECIFICATION

1. Name and address of Transport Agency:

2. GST No.

Sl. No	Type of closed container	Particular of KM for coverage	Rate to be offered per K.M. for (to and fro) journey	Remarks
1	4 wheelers closed container (4 to 6 ton material loading) Capacity	More than 301 kms (To & Fro)	Rs. Rupees	
		Covering 201 to 300 kms (To & Fro)	Rs. Rupees	
		Covering up to 200 kms (To & Fro)	Rs. Rupees	
2	4 wheelers closed Container(2 to 4 ton material loading capacity) (Pickup Van type)	More than 301 kms (To & Fro)	Rs. Rupees	
		Covering 201 to 300 kms (To & Fro)	Rs. Rupees	
		Covering up to 200 kms (To & Fro)	Rs. Rupees	
3	4 wheelers closed Tata Ace / Milk Van (less than 2 ton material loading capacity)	Covering 201 to 300 kms (To & Fro)	Rs. Rupees	
		Covering up to 200 kms (To & Fro)	Rs. Rupees	
4	4 wheelers closed container (4 ton material loading) Capacity	For Cuttack Town (To & Fro)	Rs. Rupees	
	4 wheelers closed Container(2 to 4 ton material loading capacity)	For Cuttack Town (To & Fro)	Rs. Rupees	
	4 wheelers closed Tata Ace / Milk Van (less than 2 ton material loading capacity)	For Cuttack Town (To & Fro)	Rs. Rupees	

Signature
& seal of the Tenderer

Note: 1. The rate to be quoted should be exclusive of GST but inclusive of cost of fuel, driver and Toll Gate Charges etc.

2. Work will be assigned to the L-1 bidder qualified under each individual category as specified in financial bid.

3. L-1 in any individual category does not automatically create the right for work assignment in favour of a bidder.

Qualified as L1 bidder means the tenderer will empanel with BSE for the assignment as per the Tender Call Notice. Work will be assigned based on the requirement of BSE for the particular Examination concern as well as other examinations which will be the sole discretion of BSE.

4. President, Board of Secondary Education, Odisha, Cuttack shall have the power to amend any of the terms & conditions of the tender in case of exigency.

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 not blacklisted/debarred by any Central/State Govt. Institute. I am submitting the undertaking that: -

1. The closed Containers must be in good running condition with up-to-date Tax Clearance, fitness certificates, Insurance coverage, pollution certificates and all Odisha permits.
2. The driver of each vehicle must have valid Driving License and good track record of not intoxicated with alcohol etc.
3. That I have produced documents regarding ownership / valid authorisations from the registered transportation agencies to provide required number of closed containers of different categories as per the requisition of B.S.E., Odisha, Cuttack in time.
4. I am not debarred/ blacklisted from any Central/ State Govt. Institution.

Date:

**Signature
& seal of the Tenderer**


Secretary
B.S.E., Odisha, Cuttack