

Office of the Superintendent,
S.V.P.P.G. Institute of Pediatrics, SCB Medical College,
(Health & F.W. Department, Govt. of Odisha)
Katak – 753002, Tel/Fax: 0671 – 2508978
e-mail : svppgip_Cuttack@rediffmail.com
www.svppgip.org

Order No: 4470 / SVPPGIP, Cuttack

Date: 22/07/2026

Sealed Tenders are invited for supply of office contingency articles and computer peripherals for SVP PGIP, Kataka-2 for the year 2026-27. The bid will be received by Registered/Speed post only. The details date of submission of tender paper (list of articles), date of opening of technical bid, date of opening of price bid and the terms and conditions can be found in the tender paper by downloading from the website www.svppgip.org. The tender paper received after the due date & time (12.08.2026 at 5pm) will not be entertained. The rate quoted by the tendered will be valid till completion of this financial year 2026-27 or till the validity of this tender, whichever is later. No change will be made in between. Each tender must be accompanied by valid GST certificate and must be contained an earnest money deposit amounting to Rs. 2,000/- (Rupees Two Thousand) only in shape of Demand Draft duly pledged in favour of this Superintendent, SVP PGIP, Kataka. No tender will be considered without such earnest money deposit. The undersigned has every right to accept or reject any or all tenders without assigning any reason thereof. Notwithstanding anything contained to the contrary elsewhere in this order, the terms & conditions in the Tender Documents shall prevail over any discrepancies that may be there herein.


Superintendent,
SVPPGIP, Cuttack

Memo No. 4471 S.V.P.P.G.I.P, Cuttack

Dtd 22/07/2026

Copy to the director (I&PR) to Govt. of Orissa, Bhubaneswar for information and is requested to publish this notice at least two widely circulated Oriya daily news paper (preferably in Sambad, Samaja, Dharitri). The estimated value of the tender is approximately Rs.20 lakhs per FY.


Superintendent,
SVPPGIP, Cuttack

Memo No. 4472 S.V.P.P.G.I.P, Cuttack

Dtd 22/07/2026

Copy to the Administrative Officer/ Dy. Superintendent/ Accounts Officer/Notice board, SVP PGIP, Kataka for information and necessary action.


Superintendent,
SVPPGIP, Cuttack

TENDER PAPER FOR PURCHASE OF CONTINGENCY ITEMS
(THROUGH TWO BID SYSTEM)

(For the Year 2026-27)

COST OF TENDER PAPER: Rs. 2000/- (Two thousand only)

LAST DATE FOR RECEIPT OF TENDER: 11.08.2026 up to 5 P.M.

DATE OF OPENING OF TENDER (Both technical & price bid): 12.08.2026 at 3.30pm

PLACE OF OPENING OF TENDER: OFFICE OF THE SUPERINTENDENT,
SVP PG INSTITUTE OF PAEDIATRICS,
KATAKA -753002

ADDRESS FOR COMMUNICATION &

RECEIPT OF TENDER DOCUMENTS: SUPERINTENDENT,
SVP PG INSTITUTE OF PAEDIATRICS,
KATAKA -753002

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TERMS & CONDITION:

1. A complete set of bidding documents may be downloaded by the Bidders directly from the WEBSITE available from 22.07.2026 at www.svppgip.org to participate in this tender. The Tender paper cost fee of drawn in favour superintendent, SVPPGIP, Kataka payable at Kataka.
2. It is a two bid tender & bidder (s) are to submit their tender in separate sealed covered envelopes for technical bid and commercial bid by super scribing cover "A" (Technical Bid) & cover "B" (Price Bid) and both the covers should be put into a third cover, which should be super scribed as **"TENDER FOR SUPPLY OF OFFICE CONTINGENCY & COMPUTER PERIPHERALS"** and also mention the contact no. & E-mail ID.
3. Those suppliers interested to supply contingency articles should have their office inside Orissa state.
4. The tender will be received by the undersigned on or, before 11.08.2026 up to 5 p.m. and will be opened on 12.08.26 at 3.30p.m. in presence of the tenderer or their authorized representatives. If the tenderer or, their representatives fail to turn-up at the time of opening of the tenders that will not bar the authority to open the tender. Tenders received beyond the schedule date and time shall not be taken into consideration.
5. There are 5 segments such as Clothing, Computer peripherals, FMCG, Footwear and Office Stationeries under which different articles will be procured by the undersigned and this tender is intended. (ANNEXURE-A)
6. **A bidder can bid for any of the items of any particular segment or all items in all segment for which this tender is invited. The details of items furnished at Annexure A of this tender schedule.**
7. The supplier has to provide sample of all the non branded items, (returnable after finalization of the bid process) if tender committee desire to test the quality. Failing to provide the same on the desired date of the committee, the said item may not be considered.
8. **EMD & Security Deposit.**
 - 8.1 The tender should furnish **EMD amount Rs. 25000/- in shape of Bank Draft** duly pledge in favour of the undersigned. The EMD of the unsuccessful firm will be returned to the concern bidder.
 - 8.2 The selected firms has/have to submit a deposit of Rs. 30000/- in the form of DD (drawn in favour of superintendent, SVPPGIP ,Kataka) as performance security, which will be released after complete of validity of tender & satisfactory performance against the order without interest. This security amount will be forfeited if the firm does not accept the purchase order or does not supply completely within the due date the against purchase order.
 - 8.3 The EMD amount of successful tenderer will be forfeited, if he/they does/do not accept the purchase order or does not supply completely accepting the purchase order within the stipulated period and the firm/s will be bar to participated institution tender for three years.
 - 8.4 The selected firm has to complete the supplies within 7days from the date of issue of purchase order depending on the situation. If the reason of delay is found justified by the superintendent, SVPPGIP, Kataka, the selected firm may be allowed another seven days on considering the application of the concern firm. No further delay in any circumstances will be allowed.

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9. If the supplied item/s are not up to standard quality the firm shall have to replace with good quality. If the firm fails to replace then the approval will be cancelled and the bill against such items will not be entertained.
10. The tender paper should be clearly written without any overwriting.
11. The bidder qualifies in the technical bid against submission of all requisite documents as per Sl. No. 12.1 to 12.09 can only be participated in price bid.
12. The tender should furnish the following documents along with its technical bid. **(COVER-A)**
- 12.1 Copy of GST registration Certificate.
- 12.2 Copy of GST return at least for the month June 2026.
- 12.3 Photo copy of Pan Card of firm/ proprietor.
- 12.4 Copy of C.A audited /GST return of last year (2024-25) return over 10 lakhs or more.
- 12.5 Copy of Pan Card of the proprietor.
- 12.6 Copy of last one year IT return. (AY 2025-26 or FY 2024-25)
- 12.7 **EMD AMOUNT Rs. 25000/- in shape of Bank Draft** duly pledged in favour of the undersigned.
- 12.8 Declaration through affidavit before Notary public/ Executive magistrate regarding non black list by any state Govt. Or Central Govt. Organization.
- 12.9 Copy of supply orders on supply of goods to any government organization through GeM or any tender procedure will be an advantage in case of equal rate quoted by the bidders.
- 13. PRICE BID (COVER – B) :-**
- 13.1 The firm shall quote the price with details specification of the product with its trade name against the items specified in Annexure A of this tender schedule. If any particular brand or specification will be decided on spot by the tender committee and if L-1 bidder of same item quoted with other brand, he/she shall be negotiated with L -1 rate against the chosen brand.
- 13.2 The price must be written in both word and figure. If any difference between word & figure is detected the amount in words will be taken into consideration. Any correction of the price written in word will not be considered for price evaluation for the concern item.
- 13.3 The sample of items under clothing segment should be furnished along with the price bid.
- 13.4 The Authority may ask to submit the sample of any item and this need to be submit within three working days of opening of price bid or any date finalised by the authority (whichever is later). Failing of submit of the sample by the stipulated date, the price bid of the concern item will be finalised based on the sample and may not be with L-1 quoted rate.
- 13.5 If any particular product found suitable for the hospital use and the same product is not coming under L-1 rate quoted by the bidder, on spot the L-1 rate will arrive by open quotation among the bidders. If any of the responsive bidders found absent on that day the rate will finalised among the present bidders.
14. If the lowest eligible bidder fails to supply in schedule time & the particular time, L₂ & L₃ firms agree to match the L₁ rate in all cases including the aforesaid clause.
15. There should not be any change in quoted price till the end of financial year **2026-27** or one year from the date of finalization of the tender whichever is later. On satisfactory of the performance of the suppliers, the period may be extended for further one year from the date of finalization of the tender whichever is later. On satisfactory of the performance of the supplier, the period may be extended for further one year with the prevailing contract.

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16. Each and every page /pages of the tender document should be serially numbered and duly signed by the tendered with stamp. Overwriting the price in the bid document will lead to cancellation of the concern bid.

17. PRICE EVALUATION :

17.1 There are five segments such as stationary, FMCG, Clothing, Computer peripherals & Foot wear and under each segment, the concern articles are mentioned. The bidder has liberty to participate in any item. The L-1 quoted rate will be generally awarded subject to confirming the quality if any by the Committee members.

17.2 The cost of item quoted by the bidder is inclusion of the transportation, packing, and forwarding at site of General store, SVPPGIP, Kataka but excluding only GST.

17.3 The fulfilment of clauses as mentioned in 12 & 13 of this tender schedule.

18. PAYMENT

18.1 Payment will be made after complete supply of the ordered item/s

18.2 The payment may delay due to unavailability of fund and have to wait till fund available from Government. The firm should not stop supply or pressure for payment.

19. GENERAL CONDITIONS :

19.1 The bid will be received through Regd. post/speed post only. In the event of date being declared as a holiday for the purchaser's office, the due date submission of bids and opening of bids will be the following working date & time or as decided by purchaser.

19.2 The authority reserves the right to accept /reject all the bids or any part thereof without assigning any reason thereof.

19.3 No conditional tender shall be accepted.

19.4 The qualified firm has to deposit security amount of **Rs.30, 000/- as performance security which will be release after complete of validity of tender without interest.** The EMD amount of the successful bidder will be adjusted against the concern performance security amount.

19.5 The authority is not bound to accept the lowest rate with compromising of quality/technical reason.

19.6 If the firm submitted any information or documents found to be false or misleading at any stage the tender will be rejected.

19.7 To ensure sustained supply without any interruption the tender inviting authority reserves the right to split orders for supplying the requirements among more than one tenderer if the lowest eligible bidder fails to supply in scheduled time and L₂ & L₃ firms agree to match the L₁ rate.

20. REJECTION OF TENDER

Any deviation to the aforesaid term and condition (SI 1 to 19) shall liable for rejection of the bidder in this tender process

The authority /committee reserve the right to accept in full or part and reject any or all the tenders without assigning any reason thereof.

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Supintendent
SVPPGIP, Cuttack

ANNEXURE A

ANNEXURE A

Sl. No	Name of the article	Description	Unit	Name of the brand & specification	Rate in Rs.	
					In Figures	In Words
I. COMPUTER PERIPHERALS						
1	Pendrive (HP/Sony/Moserbear)	128GB, 256GB and 512GB	each			
2	Computer Antivirus for 3/Syrs Quick Heal Total Security)	for Ten users for 3 years	each			
		for Five users for 3 years	each			
		for Ten users for 5 years	each			
		for Five users for 5 years	each			
3	UPS with atleast one hour backup and minimum of one year warranty	600 VA, 360w 230v				
4	UPS Battery with installation	12v	each			
5	Computer Keyboard	Wired/Wireless of Top brand	each			
6	Blank CD Preferable Moser bear	Best quality rewritable	each			
7	Mouse (i-ball/ logitech)	Wired	each			
		Wireless	each			
8	Mouse Pad	Mouse Pad with Anti-slip Rubber base. CLADD Vegan Leather Mouse Pad With Wrist Rest. Tuzker Gel Mouse Pad With Wrist Rest Memory Foam.	each			
9	Refilling of Cartridge	HP 12A,88A, 137A,28A,110A,32A,410A, 30A,152A & 152X toner cartridge .	each			
ii. Clothing						
1	Cotton Towel for officer chair (premium quality) 500gsm	500 gsm onwards	each			
2	Cotton Hand Towel (Premium quality) 200gsm	200 gsm onwards	each			
3	Doctor's gown	To be used in ICU. Light, Breathable and Durable Fabric, Fafric-100% cotton or spun type, Colour-Green/Purple/Pink	each			
4	Surgeon gown	To be used in OT. Light, Breathable and Durable Fabric, Fafric-100% cotton or spun type, Colour-Green/Purple/Pink	each			
5	Sister's gown	To be used in OT & ICU. Colour. Light, Breathable and Durable Fabric, Fafric-100% cotton or spun type, Colour-Green/Purple/Pink	each			
6	Patient Mother's gown	Material-poly cotton, Colour-sky blue, Size-Free size	each			

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Sl. No	Name of the article	Description	Unit	Name of the brand & specification	Rate in Rs.	
					In Figures	In Words
7	Doctor's Pant & Shirts	To be used in OT & ICU. In all adult size, Fafric-100% cotton or spun type Light, Breathable and Durable Fabric, Fafric-100% cotton or spun type, Colour- Green/Purple/Pink	each			
8	Sister's Pant & Shirts	To be used in OT & ICU. In all adult size, Fafric-100% cotton or spun type Light, Breathable and Durable Fabric, Fafric-100% cotton or spun type, Colour- Green/Purple/Pink	each			
9	OT green cloth sheet	Colour-green, Material-cotton, Size- length 1meter & width 1 meter.	each			
iii. Office Stationary						
1	Dustbin with foot operating cover	12 ltr., Dimension (40 x 19cm x 40cm)	each			
2	Plastic Bocket	Solid and Sturdy 15ltr.	each			
3	Exercis Book ITC/ Oxford	100/300//500 pgs minimum of 80 gsm	each			
4	Cash Book	500 pages with hard cloth binding	each			
5	Arch file(card board material)	Hold of to 500 sheets of A4 size paper, files have a lever arch clip that hold pages securely. Designed to keep certificates, property documents, pictorial leaflets & specially those which are larger than legal size document. High quality Box files which open 180 degree allows filing very easily., 14 inch x 10 inch	each			
6	Torch	Medium size handy torch Super Bright white light 1W LED Advantage: 3X battery life 4X Torch life Heavy duty rechargeable Battery bigger Head siz for beter light output Powered by Heavy duty Rechargeable Battery Easy plug & play charging Overcharge protection. Charging indicator Easy slide switch Durable & Scratch resistant ABS Body sling	each			
7	Glass Tumbler Set	PREMIUM BOROSILICATE GLASS: These Crystal-Clear Lowball & Old-Fashioned Glasses are made form Heat-Resistance High Borosillicate Glass, BPA-free,Food grade, Highly Durable and Exceptional Clarity. High Borosillicate glass is far more durable than traditional glass, and won't easily break, set of 6 glass water tumbler, measures 6.5mm diameter x 120mm" H, each has a 350ml capacity.	each			
8	Table Glass	8mm transparent per sq.ft.	each			
9	Lock (7 lever)	31/41/51/65/55 mm	each			
10	Plastic Mug (1ltr.)	Top Brand	each			
11	Shop case (plastic)	Top Brand	each			

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Sl. No	Name of the article	Description	Unit	Name of the brand & specification	Rate in Rs.	
					In Figures	In Words
12	Glass Thumber Cover	Premium Flexible Coasters / Made of soft Food-grade polymer / Made of insulating material which can retain heat for sometime / Formal & Stylish texture / Diameter 10 cms- set of 6				
13	Battery	AA(R6) 1.5v	each			
14	Battery AAA	AAA (R 3) 1.5v	each			
15	Battery	Big(dry cell,R20), 1.5v	each			
16	Battery AA	Medim (dry cell R14 1.5v)	each			
17	A4 paper Copier	75GSM	each			
18	Marker Pen(Black/Green/Red/ Yellow)	Top branded, bold tips, for all surfaces	each			
19	Permanet Marker (white/Black)	Permanent on most hard-to-mark all surfaces, Quick drying, thin tip	each			
20	Marker Pen (White/Black)	Thin tip for all surface	each			
21	Thermoflask	750ml/1000ml, leak proof, rust free, vacuum insulated steel flask with inside outside stainless steel, grade 304, All plastic components are BPA free, 1year manufacturer's warranty	each			
22	Stapler (kangaru)	Medium No.10 Big No. 24/6	each			
23	Stapler Pin (kangaru)	Medium No.10 Big No. 24/6	each			
24	Calculator (Casio/ Citizen)	Small & Medium size with warranty	each			
25	Steel Scale	Big size 12inches	each			
26	Paper Punching Machine one hole	Removable Chip Tray, Capacity: 20 sheets , All Metal Construction , Punching Dia: 4.5mm	each			
27	Paper Punching Machine two hole	Removable Chip Tray, Capacity: 22 sheets , All Metal Construction , Punching Dia: 5.5mm	each			
28	T Pin	Stainless steel, 2.5cm	per pkt.			
29	Use & throw Ball point pen (Blue/ Black/Red)	Soft tip smooth writing for everyday use 0.7mm tip size	per pkt.			
30	Paper Tag(10x1)	8 inch length (cotton thread) of 100 numbers	per pkt.			
31	File Board	540 GSM recycle card board, cloth tape to cover and binding thread	each			
32	Clip Board	Made up of Acrylic which is durable plastic; study stainless steel metal clip with a strong spring closure and rubberized corners that can holds 50-7- sheets of regular paper, Transparent, Dimensions-14x 9.5 inches suitable for A4 size paper.	each			

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Sl. No	Name of the article	Description	Unit	Name of the brand & specification	Rate in Rs.	
					In Figures	In Words
33	Cover File	Size: 35 cm x 26 cm (length x breadth), Compatible paper size- A4, colour of the files may vary according to availability, The file is pasted from inside with cloth-so as to increase durability, Light weight and easy to carry. 540GSM	each			
34	Doormat (coir/plastic)per sq.ft.	with one inch width	each			
35	Eraser- white (pen)	Top brand	each			
36	Wall Clock (Ajanta)	Dimenssion (32.3 x 4.7 x 32.3)cm	each			
37	White Board Marker Pen	Top brand	each			
38	Notice Board pin (push pin)	Stainless steel	each			
39	Bull dog clip	Stainless steel	each			
40	Paper holding binding clip	Storing and long-lasting, reusable black binder clip, 1/4"(1.2cm.) wide size	each			
41	Notice Board	2ft x 2ft, pin up display	each			
42	Rubber & pencil cutter	Top brand	each			
43	Paper flags	Five coloured	each			
44	Gum Bottle(pedlite/ camel)	200ml	each			
45	High lighter	Top brand	each			
46	white ink correction pen(kores)	Top brand	each			
47	Scizer for cutting paper	17cm of best quality	each			
48	Scizer for cutting cloth	Material Stainless Steel; Blade Material Stainless Steel; Item Dimensions LxWxH 10x10x8 Cm Item Weight 143 Grams	each			
49	Stamp pad(small/medium)	Top brand	each			
50	Carbon Paper	Top brand Size-210 x 330 mm	each			
51	Stamp pad ink	Top brand	each			
52	Pencil (Dark) 4HB	Top brand	each			
iv. FMCG (Cleaness Items)						
1	Surf Excel/ Tide Detergent Powder	100gm/ 1kg	each			
2	Lifebuoy Soap	25 / 55/ 125 gm	each			
3	Coconut Oil	50/100 gm	each			
4	Liquid (Mosquito repellent.)	Top brand	per bottle			
5	Mosquito & Fly Spray Killer Spray	650 ml(Top brand)	each			
6	Room freshener Spray	Room freshener spray (200ml), Easy push and spray mechanism for convenience, gentle fragrance	each			

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Sl. No	Name of the article	Description	Unit	Name of the brand & specification	Rate in Rs.	
					In Figures	In Words
6	Liquid Handwash Dispenser Bottle Pump	Top brand; Protects from 99.9% illness causing germs. Recommended by Indian Medical Association (IMA), Net Quantity 200.0ml Soap Free, PH Balance, gentle fragrance	each			
7	Mop	Wet mop, light weight, multi purpose cleaning mops with adjustable aluminium handle. Height min 100cm to 180cm: length 75cm to 103cm.				
		Squeeze Twist Mop. Self-Wringing Mechanism: This mop is equipped with a self-wringing mechanism that allows you to twist and squeeze out excess water from the mop head without the need to manually wring it out. This feature makes the cleaning process faster and more convenient. Easy Squeeze Design: The mop is designed for easy squeezing, ensuring that you can effortlessly wring out water from the mop head with minimal effort, reducing strain on your hands and wrists during cleaning. Strong Water Absorption Ability: The mop head is made from high-quality fibers or microfibers with strong water absorption ability. This allows the mop to effectively absorb spills, dirt, and grime from the floor, leaving it clean and dry. Durable Construction: The mop is constructed from durable materials that are designed to withstand frequent use and provide long-lasting performance. This ensures that the mop remains effective for multiple cleaning sessions. Versatile Use: The twist mop is suitable for use on various types of flooring, including hardwood, tile, laminate, and vinyl. It can be used for both wet and dry mopping, making it a versatile cleaning tool for different areas of the home or commercial spaces. Adjustable Length: Some twist mops come with an adjustable handle length, allowing you to customize the mop to your preferred height for comfortable cleaning. Easy Maintenance: The mop is designed for easy maintenance, with detachable and machine-washable mop heads that can be cleaned and reused multiple times, reducing waste and saving money on disposable cleaning products.	each			
		Dry mop, light weight, multi purpose cleaning mops with adjustable aluminium handle. Height min 100cm to 180cm: length 75cm to 103cm.	each			

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Sl. No	Name of the article	Description	Unit	Name of the brand & specification	Rate in Rs.	
					In Figures	In Words
9	Harpic	disinfectant toilet and bathroom cleaner Similar with harpic specification, packaging of atleast 1Litre	each			
10	Dust pan	Dustpan Set Brooms and Fiber and Metal with Long Handle for Floor Cleaning, General Sweeping	each			
11	Wiper	Long Handle Floor Cleaning Wiper Squeegee - Heavy Duty Extendable Adjustable Rotating Handle, Silicone Blade Water Scraper for Bathroom Floors. The wiping blade shall be made available and the cost of the same should be mentioned.	each			
12	White Raw Phenyl	• Appearance: transparent to milky liquid. • Odor: Sharp, characteristic pine oil smell. • pH Level: Generally between 6.5 and 8. • Solubility: Miscible with water, forming a milky emulsion. • Density: Around 0.96 kg/m³. • Ingredients: Pine oil, emulsifier (like Turkey Red Oil or OP 95), and potentially other chemicals for stability and cleaning properties. • Purity: Can vary, with some grades claiming 99% purity. • Form: Typically a concentrate, requiring dilution with water. • Applications: Floor cleaning, toilet cleaning, and other general cleaning and disinfecting tasks. • Shelf Life: Varies, but often around 1-2 years.	each			
13	Floor Cleaner liquid	Antimicrobial Floor Cleaner with fragrance (Benzylkonium Chloride Solution 5% v/v, 5 liter Jar. Common use for floor as well as toilet surface				
14	Toilet Brush	Strong, sturdy nylon bristles which cleans every nook and cranny effectively; Angular design to reach & clean under the rim easily; Comfortable handle provides secure grip.				
15	Floor Brush	Best for spot cleaning, stairwells, and tight corners. Opt for long-handled, lightweight aluminum poles and stiff but non-marring bristles to remove stubborn stains without damaging grout or tiles				
16	Colin	Similar to Colin i.e a streak-free, surfactant-based formulation designed to dissolve dirt, grease, and fingerprints on smooth surfaces like mirrors, tabletops, and appliances. Packaging of 1 Liter atleast.				

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Sl. No	Name of the article	Description	Unit	Name of the brand & specification	Rate in Rs.	
					In Figures	In Words
v. FOOT WEAR						
1	Slipper	Reputed top branded; Sole: Ethylene Vinyl Acetate; Closure: Slip On Fit Type; Snug; Shoe Width: Medium; Upper Material: EVA, Size-6,7,8,9,& 10	each			
2	Cross designed shoe for male & female	Incredibly light,water-friendly,Ventilation ports add breathability and help shed water and debris,Easy to clean and quick to dry Pivoting heel straps for a more secure fit Lightweight, Flexible,360 degree comfort. Similar like crocs shoe.	each			

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