Government of Odisha
Forest, Environment and Climate Change Department, Odisha

ବାଲେଶ୍ୱର ବନ୍ୟଜୀବ ବନଖଣ୍ଡ,ବାଲେଶ୍ୱର
OFFICE OF THE DIVISIONAL FOREST OFFICER
BALASORE WILDLIFE DIVISION

At/PO: KURUDA, Dist: BALASORE, PIN – 756056, ODISHA
Control Room No: 94376-91870 e-mail- dfo.balasorewl@odisha.gov.in

Bid Identification No. DFO, BWD 05/2025-26, Dated. 02nd March, 2026

TENDER CALL NOTICE

The Divisional Forest Officer, Balasore Wildlife Division invites sealed Quotation to be received only in **"OFF LINE"** mode in **Double Cover System** for Procurement of Binocular (Nikon Monarch M7 10x42) /White Flash Trap Camera/ Mirror less camera with zoom lens with standard accessories as in **Annexure-I** from eligible Firms/Vendors/Suppliers.

Nature of the Work		Procurement of **Binocular (Nikon Monarch M7 10x42) /White Flash Trap Camera/ Mirror less camera with zoom lens with standard accessories** as in Annexure-I
Estimated Cost		Depending upon funds availability
Tender Paper Cost		Rs. 1,000/- (One Thousand) only. The Non-refundable Tender Document Cost should be deposited in shape of Demand Draft from any Nationalized Bank drawn in favour of Divisional Forest Officer, Balasore Wildlife Division, Balasore, Balasore payable at Balasore.
EMD		Earnest Money Deposit (EMD) of Rs. 10,000/- (Rupees Ten Thousand) only shall be submitted along with Tender. EMD shall be in shape of Demand Draft from any Nationalized Bank drawn in favour of Divisional Forest Officer, Balasore Wildlife Division, Balasore, Balasore payable at Balasore. The EMD will be refunded to the unsuccessful bidder. The EMD for the successful bidder will be released only after completion of the Tender period.
Date & Time of availability of the bid document		05.03.2026 to 12.03.2026 (11.00 AM)
Availability of Tender Paper	Website	**https://balasore.odisha.gov.in** or **https://odishaforest.in/**
	Office	Can be obtained from the O/o the Divisional Forest Officer, Balasore Wildlife Division, Balasore.
Last date Time for receipt of bids		Up to 01.00 PM of 12.03.2026
Receipt of Bid Documents		Through Registered / Speed Post / Courier Service to Divisional Forest Officer, Balasore Wildlife Division, At/PO: Kuruda, Dist: Balasore, Pin – 756056, Odisha, Control Room No: 94376-91870 and can also be dropped in the Tender Box placed in the Office of the Divisional Forest Officer, Balasore Wildlife Division, Balasore.
Date & Time of Bid opening		03.00 PM of 12.03.2026
Note:- The undersigned reserves all the rights to accept or reject any or all Tenders without assigning any reason thereof.		

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Divisional Forest Officer
Balasore Wildlife Division, Balasore

PRE-REQUISITE TO PARTICIPATE IN THE TENDER PROCESS

01. The Bidders/Vendors/suppliers should have registered with the State Government registered, Central Government/ other Licensing Authorities for supply of items as required on production of definite proof from the appropriate authority.

02. The Bidders/Vendors/suppliers should have valid GST Registration with the competent authority.

03. The Bidders/Vendors/ suppliers should have Permanent Account Number (PAN) registered with competent authority

04. The Bidders/Vendors/suppliers should have authorization from the concerned Dealer/Firm/Company to supply the good/materials.

05. The Bidders/Vendors/suppliers must have a valid Bank Accounts number in any Bank

06. Bidders/Vendors/suppliers must have operational area within the State Odisha.

TERMS AND CONDITIONS

01. Offering the best price by firms/suppliers/ supply house/ manufacturers should be submitted in the prescribed Form provided in the Tender documents.

02. Bidders are to submit the **TECHINAL BID (ANNEXURE-II)** and **FINANCIAL BID (ANNEXURE-III)** in two separate Sealed cover and **both cover to be enveloped in one Cover.** The **outer cover must be superscribed with the name of the Tender** and dropped in the drop box or sent thorough the postal or courier service.

The respective envelop are to be superscribed as

a. Technical Bid (Inner Envelope)

b. Financial Bid (Inner Envelope)

c. Name of the Tender (Outer Envelope)

03. Bidders who participate in the bid can witness the opening of bids. Authorized representative shall produce Letter of Authorization in ANNEXURE-V. If the office happens to be closed for any administrative reason on the last date of opening of the bids as specified, the bids will be opened on the next working day at the same time and venue.

04. The Authority will not be held responsible for any postal delay or other inconvenience during bidding process,

05. The authority reserves the right to cancel any or all bids without assigning any reason thereof.

06. Any Addendum/corrigendum will be hosted exclusively on the Websites mentioned supra and are requested to check it periodically during the bidding process.

07. The Intending bidders are required to furnish their e-mail address and cell phone number in order to inform them any message relating to the tender.

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08. Mere quoting lower price shall not automatically entitle and bidder to be awarded the contract. The Tender Evaluation Committee reserves the discretionary right to finalize the bid based on the overall quality, specifications and brand reputation of the offered item. Priority will be given on cost effective basis i.e. lowest price for the same brand and model.

09. The bidders/Vendors/Suppliers have to submit a no relationship certificate with their bidding documents as in ANNEXURE-IV.

10. The bidders must deposit their sample of the product to be supplied to the office of the undersigned with proper acknowledgement for quality assurance which will be finalized by the committee after opening of the financial bids on another date to be intimated on to the successful bidders in the technical.

11. The bidders/vendors/Supplier will have to attend the office of the undersigned on the date intimated later on for checking of quality assurance by the committee.

12. The list of articles put to tender represents a tentative requirement for various forestry management tasks and is subject to procurement based on need and the availability of funds. The purpose of the bid is to empanel a list of bidders for different articles to streamline the procurement process. Selection as a bidder for any article does not guarantee supply, as it depends on the allocation of funds to the Division during the financial year and may change according to the guidelines issued by the Government of Odisha from time to time.

13. The Quoted price should remain valid for 1 (one) month from date of opening.

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Annexure-I

Requirement Proposal for Supply/ Installation of Items

Sl No	Item	Quantity
01	Binocular (Nikon Monarch M7 10x42)	05
02	White Flash Trap Camera	52
03	Mirror less camera with zoom lens with standard accessories	02

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Annexure-II

TECHNICAL BIDS

(To be submitted in a separate sealed cover by the bidders)

01	Name of the Bidders/ Vendor/ Firm	
02	Address for communication	
03	Permanent Address	
04	Mobile No. (WhatsApp)	
05	Valid Email Id of the Proprietor or contact no.	
06	Tender Paper Cost	
07	EMD	
08	Aadhar Card No. (Copy to be enclosed)	
09	Permanent Account Number (PAN) (Copy to be enclosed)	
10	Income Tax Return filed for last three years, if yes please attach the document	
11	GST rectum filed for last three years, if yes please attach the document	
12	GSTIN registration number (Copy to be enclosed)	
13	Name of the authorized representative (Copy to be enclosed)	
14	Authorization from the Firm/Company Dealer- (Copy to be enclosed)	
15	Experience in installation/supplying of the product in any Forest Division of Odisha or any other State (Copy to be enclosed)	

Signature with seal of the
Proprietor/Vendor/Supplier

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Annexure-III

FINANCIAL BID

(To be submitted in a separate sealed cover by the bidders)

FORMAT FOR FINANCIAL PROPOSAL

Price should be quoted inclusive of cost of supply, installation, transportation & all taxes.

Sl No.	Name of the Equipment	Amount in INR per Item **excluding** GST (Words & Figure)	Amount in INR per Item **including** GST (Words & Figure)
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			

(Note : In case of any difference in amount between figures and words, the amount in words shall be applicable)

This offer is being made by us after taking into consideration of all the terms and conditions stated in the Tender document, all risks and contingencies and all other conditions that may affect the financial proposal. We agree to keep our offer valid for 01 (year) from the due date of bid opening of this Financial Proposal.

Signature with seal of the
Proprietor/vendor/Supplier

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Annexure-IV

CERTIFICATE OF NO RELATIONSHIP

I/We hereby certified that I/we am/ are related/not related (*) to any Forest officer of the forest, Environment & Climate Change Department, Govt of Odisha 1/ we am are aware that, if the fact subsequently proved to be false, my/ our contract will be rescinded with forfeiture of Security Deposit and I / we shall be liable to compensate for any loss or damage resulting from such cancellation.

I/we also note that non-submission of this certificate will render my/our tender liable for rejection.

(*) Strike out which is not applicable.

Signature with seal of the
Proprietor/ Vendor/Supplier

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Annexure-V

LETTER OF AUTHORIZATION FOR ATTENDING BID OPENING

Tender No:_____

To,

The Divisional Forest Officer, Balasore Wildlife Division.

Sub: Authorization for attending bid opening on..... (Date) in the Tender for Supply of Procurement..... under Balasore Wildlife Division, Balasore.

Dear Sir,

Following persons are hereby authorized to attend the bid opening for the tender mentioned above on behalf of(Bidder) in order of preference given below.

Specimen Signature Name of Authorized Person

Orde. of Preference
1.
2.

Signature of Bidder

Note:

1. Only one representative shall be allowed.
2. Permission for entry to the hall, where bids will be opened, will be refused in case authorization as prescribed above is not produced.

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