

OPEN TENDER NOTICE
for Procurement of Programmable Digital Hearing Aids
No. 342 /DDRC

Date: 07.10.2025

The Tender aims to approve successful bidder that will be responsible for supply of Programmable Hearing Aids (BTE) required by the DDRC, Bhadrak. The details of items, eligibility criteria and submission can be downloaded from website <http://www.crsrorg.in>

1. Availability of Tender details:
From 07.10.2025 onwards in the web site www.crsrorg.in
2. Last Date and time for submission of the Tender:
By speed post/ Registered post / courier in all working days on or before 24.10.2025 up to 3.00 PM
3. Opening of Tender:
At 4.00 PM on 24.10.2025 at DDRC, Bhadrak

This Tender does not entail any commitment on the part of DDRC, Bhadrak either financial or otherwise. DDRC, Bhadrak reserves the right to accept or reject any or all Tenders without incurring any obligation to inform the affected applicants of the grounds. The Tender Bids will be finalized based on the information provided.


Nodal Officer DDRC, Bhadrak.

TENDER DOCUMENT

IMPORTANT INFORMATION TO THE BIDDER

Sl. No.	Item	Description
1	Availability of Tender document	www.crsrorg.in From 07.10.2025 to 24.10.2025
2	Date and time for submission of the Tender documents by speed post/Registered post / courier/ hand	In all working days on or before 24.10.2025 up to 3:00 PM
3	Tender Processing Fee	Rs.1,000/- (Rupees One Thousand) only in shape of Demand Draft /Bankers Cheque drawn in any nationalized/scheduled bank favoring District Disability Rehabilitation Centre payable at Bhadrak (Non Refundable)
4	Earnest Money Deposit	Rs.10,000/- (Rupees Ten Thousand) only in shape of Demand Draft /Bankers Cheque drawn in any nationalized/scheduled bank favoring District Disability Rehabilitation Centre payable at Bhadrak
5	Date, time and venue of opening of Tender Bids	4:00 PM of 24.10.2025 at DDRC, Bhadrak
6	Indenting Authority	Nodal Officer, DDRC, Bhadrak.
7	Expected date of completion of supply of all intended materials	Within 1month from the date of receipt of work order.

OPEN TENDER FOR SUPPLY OF EQUIPMENT AND MATERIALS
REQUIRED UNDER DIFFERENT SCHEMES

District Disability Rehabilitation Centre (DDRC), Bhadrak invites bid from the Original Equipment Manufacturer (OEM) / OEM authorized venders for supply of equipment and materials under different schemes.

1. Eligibility Criteria:

The bidder must have

- a) Minimum turnover of Rs. 50.00 lakh in any one year in last three financial years.
- b) Valid GST registration certificate.
- c) Registration certificate from competent Authority for manufacturing.
- d) BIS license of the equipment to be supplied.
- e) Authorization certificate from the OEM in case of OEM authorized venders.
- f) Supplied such items to NGO/GO /PSU/ Autonomous body etc.
- g) Three years' experience in the field of supply of such items.
- h) Certificate of after post/sale services availability.

2. Application Procedure:

- a) The Bid has been invited under two bid systems i.e. Technical Bid and Financial Bid. The interested bidders are advised to submit two separate sealed envelopes super scribing "Technical Bid for supply of equipment" and "Financial Bid for supply of equipment". Both sealed envelopes should be kept in a bigger sealed envelope super scribing "Hearing Aids".
- b) **Technical & Financial Bid:** The Bidder has to fill up the Technical bid Form (Format-A) & submit it with a separate envelope with all self-attested documents as mentioned in point-2 (f). The technical Bid should be serially page marked. Similarly, the Financial Bid form has to be filled up as per prescribed form (Format-B) and to be submitted in separate sealed envelope. The cost should be inclusive of all taxes, all charges, levies, cost of packing, transportation cost, delivery at point, cost of accessories, controls, programming, customized modifications etc. except GST. GST is to be quoted separately in the Financial Bid form.
- c) The Bid should be addressed to the Nodal Officer, District Disability Rehabilitation Centre (DDRC), Prasanti Bhawan, Dahanigadia, PO- Charampa, Bhadrak, Odisha.

d) The Bid document shall be downloaded from website www.crsrorg.in from 07.10.2025 to 24.10.2025

e) **Earnest Money Deposit (EMD):** The bidder has to submit EMD amounting to Rs.10,000/- (Rupees Ten thousand only). The EMD (refundable -without interest), in shape of Demand Draft/Bankers cheque from any Nationalized or Scheduled Bank drawn in favour of District Disability Rehabilitation Centre, Bhadrak, failing which the tender shall be rejected summarily. The EMD of the un-successful bidders shall be refunded within 30 days after award of contract. The EMD shall be forfeited in the event of withdrawal of the tender once submitted OR in case of a successful bidder fails to execute the agreement within specified period. The EMD of successful bidder shall be refunded after receipt of Performance security.

f) The interested Bidder are to enclose self-attested photocopies of the following valid documents in the Technical Bid envelope

- i. Registration certificate/ any such equivalent certificate in support of formation / recognition of the bidder/ bidder's organization obtained from the Government Authority. In case of sole proprietor/individual, document showing its constitution as per law.
- ii. Copy of PAN card.
- iii. Copy of GST registration certificate.
- iv. Copy of the Audited Statement of accounts duly certified by CA (Balance Sheet, Profit Loss A/C or Income ExpenditureA/c etc. as applicable) for the last three financial years.
- v. EMD as mentioned in para-02 (e) of the Tender document in shape of Demand draft/Bankers cheque.
- vi. Tender Document duly signed and sealed by the authorized person of the bidder in each page as a token of acceptance of all terms and conditions of the Bid.
- vii. Declaration as per format C.
- viii. Registration certificate from competent Authority for manufacturing.
- ix. BIS license of the Equipment to be supplied.
- x. Authorization certificate in original from the OEM in case of OEM authorized venders.
- xi. Purchase order/agreement/document in support of supplying to NGO/GO /PSD/ Autonomous body etc.
- xii. 03 years of experience in the field of supply of equipment.
- xiii. Certificate of post-sale services availability
- xiv. Power of attorney in case of authorized signatory

3. The successful bidder has to produce valid GST Clearance Certificate & Income Tax Return for the last three Financial Year before signing the contract.

4. The Bidder who meets the qualitative requirements specified in the Technical Bid will only be considered for participating in the Financial Bid. Financial Bid of the technically disqualified bidders will not be opened.

5. Submission & opening of Tender Bid:

- a) The interested Bidders may submit the Bid document complete in all respects along with EMD and other requisite documents on or before 24.10.2025 up to 3.00 PM addressed to Nodal Officer, District Disability Rehabilitation Centre, Dahanigadia, PO-Charampa, Bhadrak, Odisha by registered Post/ Speed Post/ Courier. DDRC shall not held responsible for any postal delay.
 - b) The Authority may, at its discretion extend the dateline for submission of bids by amending the bid documents in which case all rights and obligations rest on the authority.
 - c) Late Bidders: Any bid received by the authority after the prescribed time and date line for submission of bids will not be opened and considered. Thus the same is deemed to be rejected.
 - d) The Technical bids shall be opened at 4.00 P.M. on 24.10.2025 in the office of DDRC, Bhadrak in the presence of the authorized representatives of the bidders, if any, who wish to be present on the spot at that time.
 - e) The Financial Bid of only those bidders will be opened whose Technical bids are found in order. The Financial BID will be opened after technical evaluation.
6. Requirement & Specifications: The list of items and its specifications required to be procured by DDRC are given below. The exact numbers of items in each category will be determined as per actual requirement. The detailed list of items along with their specifications and quantities are enclosed at **Annexure-1**.
7. Warranty period should be for minimum of 02 years.
8. Evaluation of BID & award of Contract.
- a) The Procurement Committee will evaluate the Technical BID & Financial BID. Firstly, the technical bid of the bidders will be evaluated. The document / papers asked in the technical bid will be verified. There after Financial Bid of technically qualified bidders will be considered for opening.
 - b) Opening of Financial Bid: The names of the technically qualified bidders after evaluation will be declared in the meeting. Financial Bid of only technically qualified bidders will be opened in the meeting. The rate quoted by the bidders will be declared in the meeting.
9. Acceptance or Rejection of the Bids:
- a) Authority reserves the right to accept or reject any bid and to reject all bids at any time without assigning any reason thereof.
 - b) Any bid with incomplete information is liable for rejection.
10. Award of Contract:
- a) The contract will be awarded to the Bidder / Bidders substantially responsive to the Bid document & who has / have offered the lowest evaluated cost.

- b) If a special situation arises, where the lowest evaluated responsive bidder is not in a position to supply the full quantity required, the remaining quantity as far as possible be ordered on the next higher responsive bidder (s) at the rate offered by the lowest evaluated responsive bidder, after obtaining specific approval from the competent Authority on the specific recommendation of the Procurement Committee. Decisions of the Nodal Officer, DDRC is final & binding to all the bidders in this regard.

11. Signing of Contract:

- a) The successful bidder/s whose bid has been accepted will sign an agreement with the concerned within 07 (Seven) days of issue of the purchase order.
- b) Failure by the bidder to comply with the requirement of above mentioned clause, the offer shall be rejected and the bidder shall have no claim further.

12. Delivery Schedule: The materials are required to be supplied within 1month from the date of receipt of purchase order. The items so supplied shall be test checked at the time of delivery.

13. Release of payment. The payment will be released within 1month after receipt of the required reports / Papers/ documents as under:

- (i) Satisfactory completion of the supply
- (ii) GST Invoice in duplicate
- (iii) Receipt of receive & stock entry certificate
- (iv) Required random post-delivery inspection (PDI) report and
- (v) On fulfillment of all other conditions of the agreement.

No advance payment shall be made or no payment shall be entertained on negotiation.

14. Liquidation Damages: The entire supply is to be completed within 1 month from the date of receipt of the purchase order. If the selected bidder fails to supply the materials within the stipulated days without any valid reasons, liquidation damages @ 10% of the contract value shall be imposed for the delayed period under orders of the appropriate Authority. If the successful bidder supplies the materials whose quality does not commensurate with the specification mentioned in the Bid, penalty as deemed proper will be imposed. The Authority reserves the right to forfeit the EMD & debar the bidder from participating in any other bids.

15. Bid validity period: The bid validity period is 45 days from the date of opening of the bid. Accordingly the bidder shall submit the Bid.

16. Regular monitoring & supervision through after sales service has to be ensured by the selected bidder.

17. The Authority reserves the right to modify any term in the bid document at the time of execution of contract, if felt necessary.

18. Corrigendum/Addendum, if any, will be uploaded in the website

19. No advance payment will be made to the successful bidder.

20. All disputes relating to the contract is subject to the jurisdiction of the Court at Bhadrak.

APPLICATION-TECHNICAL BID
For Supply of Equipment

1.Name of Bidder:

2.Details of Tender Processing Fee DD No. _____ date _____ of Rs. _____ drawn on Bank _____

3. Details of Earnest Money Deposit: DD No. _____ date _____ of Rs. _____ drawn on Bank _____

4. Name of Proprietor/ Partner / Director:

5. Full Address of Registered Office:

Telephone No. : _____ Fax No.: _____ E-Mail Address : _____

6. Full Address of Operating / Branch Office:

Telephone No. : _____ Fax No.: _____ E-Mail Address : _____

7. Name & Telephone No. of Authorized Officer/ Person to liaise: _____

Check List

Sl. No	Name of the document /papers	Status (Submitted/ not submitted)	Page no (if submitted)
1	Registration certificate / any such equivalent certificate in support of formation / recognition of the bidder / bidder's organization obtained from the Government Authority. In case of sole proprietor / individual, document showing its constitution		
2	Copy of PAN card.		
3	Copy of GST registration certificate.		
4	Copy of the Audited Statement of accounts duly certified by CA {Balance Sheet, Profit Loss A/C or Income Expenditure A/c etc.) for the last three Financial year.		
5	EMD as mentioned in para-02 (e) of the scope of work of the Tender document in shape of Demand draft/Bankers cheque.		

6	Tender Document duly signed and sealed by the authorized person of the bidder in each page as a token of acceptance of all terms and conditions of the Bid.		
7	Declaration as per format C.		
8	Registration certificate from competent Authority for manufacturing.		
9	BIS license of the Equipments to be supplied.		
10	Authorization certificate in original from the OEM in case of OEM authorized venders.		
11	Purchase order/agreement/ document in support of supplying Equipments to NGO/GO /PSU/ Autonomous body etc.		
12	03 years of experience in the field of supply of equipment.		
13	Power of attorney in case of authorized signatory.		

Place:

Date:

BIDDER'S OFFICIAL SIGNATORY

Name & Designation with Rubber Stamp/ Official Seal of the Firm

Format-B

APPLICATION - FINANCIAL BID
For Supply of Equipment

Name of Bidder: _____

(Separate pages may be used for different types of equipment)

1. Name of Equipment as per specification

Sl. No.	Name of Equipment with Specification	Rate per Piece (A)	GST per Piece (B)	Total (A+B)
1.				

The rate mentioned at (a) above is inclusive of all taxes, all charges, levies, cost of packing, transportation cost, delivery at point, cost of accessories, modifications etc. except GST. GST is quoted separately.

Place:

Date:

BIDDER'S OFFICIAL SIGNATORY
Name & Designation with Rubber Stamp/
Official Seal of the Firm.

Declaration

- I, Shri _____ Son/ Daughter/ Wife of Shri _____
Proprietor / Director/ Authorized Signatory of the bidder, mentioned above, am competent to sign this declaration and execute this RFP document;
- 2.I have carefully read and understood all the terms and conditions of the Tender and undertake to abide by them,
3. The information / documents/papers furnished along with the above application are true and authentic to the best of my knowledge and belief. I /We, am / are well aware of the fact that furnishing of any false information / fabricated document would lead to rejection of my RFP at any stage besides liabilities towards prosecution under appropriate law.
4. Certified that my firm has well established mechanism for supply & delivery of Equipment.
5. Certified that the entire supply will be completed within the time line given in the Bid document.
6. I also certify that our firm has not been black listed by any Central / State Government / PSUs / Boards / Corporations / Autonomous Body under administrative control of Central or State Govt. etc.
7. This is also certified that neither myself nor my organization will be indulging in any corrupt practices so far as this bidding is concerned.

Place:

BIDDER'S OFFICIAL SIGNATORY

Date:

**Name & Designation with Rubber Stamp/
Official Seal of the Firm.**

Annexure-I

DEPARTMENT OF AUDIOLOGY

Sl. No.	Name Of The Equipment	Quantity (Nos.)
01.	Programmable Digital Hearing Aids (BTE) Channel-12	130