

## NOTICE INVITING TENDER

FOR

Supply of Relief Materials

Tender No: 1668 / RC /DMU/007/ 2020

Dated: 29/12/2025

The Honorary Secretary, IRCS-OSB, Red Cross Bhavan, Unit-IX, Bhubaneswar, Odisha invites suitable rates from registered and reputed Firms/manufacturers /suppliers having valid GST Registration, PAN, and relevant trade licenses for supplying of relief materials as per our specification mentioned below. The Tender should be submitted in the office of the Honorary Secretary, IRCS-OSB, by eligible Firms/ Manufacturer's/ suppliers, fulfilling the said specifications.

Sl. No	Name of the Item	Qty. Required	Approx. cost per piece	E.M.D (2%) in INR	Cost of Tender Documents	Period of completion	Supply Location
1	2	3	4	5	6	7	8
1	Saree of good quality(Cotton)	2000		2% of the total quoted value	Rs. 6000/-	07 days from the date of issue of supply order.	Red Cross Bhavan , Unit – IX, Bhubaneswar-751022 (Including transportation, loading & unloading Charges)
02	Blanket (Woolen)	4000					
03	Mosquito Net	2000					
04	Bed Sheet	3000					
05	Lungi	2000					
06	Gamuchha	2000					

1. Specifications as per Annexure – I
2. Mode of Submission of tender: Tender should be submitted by courier/ speed post in person to be dropped in the Tender Box placed in the O/o The Honorary Secretary, Indian Red Cross Society, Odisha State Branch, DMU, Red Cross Bhawan, Unit – IX, Bhubaneswar, 751022 within due date and time.



3. a) The tender call notice can be seen & be down loaded from official web site of IRCS-OSB ([www.odisharedcross.org](http://www.odisharedcross.org)). The bidder who down load the bidding document from the internet site will have to pay the cost of bid document i.e. **[Rs. 6000/-]** in shape of demand draft from any nationalized bank payable at Bhubaneswar in favour of Honorary Secretary, IRCS-OSB ,Bhubaneswar and submit the demand draft in separate envelopmarked 'cost of the bidding document downloaded from internet ' with bid documents. The authority will not responsible , if any portion of the approved documents available in the office of Honorary Secretary , IRCS-OSB , Bhubaneswar is excluded or modified. The download facility will be available up to last date of sale of tender papers. The cost of bid documents is non refundable.

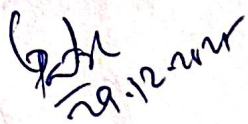
b)The copy of registration certificates, GST Registration Certificate, PAN Card, Firm Registration / Trade License, Affidavit declaring of No family relationship with IRCS officials &Not blacklisted by any Govt./PSU/Autonomous body,as enclosed at Annexure-II and all the necessary required documents/papers should be produced. The Bidders/Agencies should not write any conditions or make any changes addition, alteration and modification, otherwise tenders may be cancelled. The bidders have to sign all the pages of the Tender Documents i.e. as token of acceptance of the terms and conditions .Failure to submit any document will result in **rejection of the bid**.The Bidder should produce the original documents to **Honorary Secretary, IRCS-OSB, Unit – IX,Bhubaneswar, Odisha** for verification with the Tender. Otherwise their tender will be rejected.

#### 4. Critical Dates :-

Sl. No.	Description	Critical Dates
(i)	Start date for tender paper sale	: 31 <sup>st</sup> December, 2025
(ii)	End date of tender paper sale	: 9 <sup>th</sup> January, 2026
(iii)	Last date & time of seeking clarification.	: 9 <sup>th</sup> January, 2026 till 12.00Noon
(iv)	Last date &time for submission of	: 9 <sup>th</sup> January, 2026 till 2.00 PM
(v)	Date & time of opening of Tender.	: 16 <sup>th</sup> January, 2026 at 3.00 PM



5. The offer for the supply shall remain open for acceptance for a period of 90 (Ninety) days from the date of opening of tender. If any Tender withdraws his/ her tender before the said period or makes any modifications in the terms and conditions of the tender, the said earnest money shall stand forfeited.
6. The EMD to be deposited with the tender should be 2% of the total tender amount (not for individual amount)
7. Tender will be opened by the Purchase Tender Committee in presence of bidders or their authorized representatives. Only one authorized representative per bidder is permitted.
8. Sample(s)/Catalogue(s) to be produce by the bidder during evaluation of Tender for better clarification otherwise tenders may be rejected. Supplies must strictly conform to Annexure-I specifications. Inferior or non-conforming materials will be rejected outright.
9. The material to be supplied at Red Cross Bhavan , Unit – IX, Bhubaneswar- 751022 Including transportation Charges and labour charges for loading and unloading.
10. Applicable statutory deductions will be made as per rules. Payment shall be released after complete supply and acceptance by the competent authority.
11. Any dispute shall be subject to Bhubaneswar jurisdiction only.
12. Further, any corrigendum can be seen from our office website only [www.odisharedcross.org](http://www.odisharedcross.org) .
13. Authority reserves the right to reject any or all the tenders without assigning any reasons thereof.

  
HONORARY SECRETARY  
IRCS-OSB

**Honorary Secretary**  
**Indian Red Cross Society**  
**Odisha State Branch**



**Indian Red Cross Society, Odisha State Branch, MMU**

**Letter No - 1668/RC/DMU/007/2020**

**Dt. 29/12/2025**

**Tender Call Notice**

IRCS-OSB-Bhubaneswar invites sealed quotations from registered and reputed Firms/manufacturers /suppliers for supply of Relief materials like -BLANKET(W), BED SHEET, MOSQUITO NET, SAREE, LUNGHI & GAMUCHHA as per our Specifications. The Tender documents containing the details may be purchased from IRCS, OSB-DMU or may be downloaded from **IRCS-OSB** website on payment of Rs.6000/- (non-refundable) **between 31<sup>st</sup> December, 2025 to 9<sup>th</sup> January, 2026**, in shape of Cash /Demand Draft on any working day during office hours. However the initial details of the tender can be referred from the official website [www.odisharedcross.org](http://www.odisharedcross.org), Notice Board of IRCS-OSB.

*(Signature)*  
29.12.2025

**Honorary Secretary**  
**Honorary Secretary**  
**Indian Red Cross Society**  
**Odisha State Branch**





Indian Red Cross Society, Odisha State Branch  
Disaster Management Unit

Price Bid:

Sl	Item Description	Size/ Specification/ Brand	Rate Quoted per Piece in figure (INR)	Rate Quoted per Piece (in word)
01	Saree of good quality (Cotton) 2000 Pcs			
02	Bed Sheet (Cotton) – 3000 Pcs			
03	Lunghi(Cotton) – 2000 Pcs			
04	Gamuchha(Cotton) – 2000 Pcs			
05	Blanket(Woolen) – 4000 Pcs			
06	Mosquito Net- 2000Pcs.			
Total Amount				

1. Total Cost of the Tender=Rs. \_\_\_\_\_/- In words ( Rupees \_\_\_\_\_ only).
2. Deposited EMD @ 2% of the total Quoted amount :Rs. \_\_\_\_\_/- ( Rupees \_\_\_\_\_ only) deposited in shape of Demand Draft drawn in favor of Honorary Secretary IRCS-OSB, Payable at Bhubaneswar.
3. The Rate quoted above is inclusive of all taxes and inclusive of transportation cost to the office of IRCS-OSB, Bhubaneswar.

Signature of the Tenderer with date & seal

Annexure -1

Specification details of the following RELIEF Materials.

1. Saree
  - a. Cotton
  - b. Free Size (12 ft)
2. Bed Sheet
  - a. Cotton
  - b. Size = 6X3 ft
  - c. Single
3. Lungi / Gamucha
  - a. Cotton
  - b. Free Size
4. Mosquito Net:
5. Blanket
  - a. Woolen
  - b. Double Size



Honorary Secretary

**IRCS-OSB**  
Honorary Secretary  
Indian Red Cross Society  
Odisha State Branch



## **Annexure-II**

### **AFFIDAVIT FOR NON-BLACKLISTING DECLARATION**

1. The undersigned also here by certified that neither my/our firm/company/individuals (with details address)\_\_\_\_\_nor any of its constituent partners have abandoned any Central/ State Government/ other agency of State/Central Govt. for any kind of fraudulent activities nor any contract awarded to us for such works have been rescinded during the last five years prior to the date of this bid.
2. The undersigned hereby authorize(s) and request(s) any Bank, Person, Firm or Corporation to furnish pertinent information as deemed necessary and as requested by the Indian Red Cross Society-Odisha State Branch(IRCS-OSB)to verify this statement or regarding my (our) competency and general reputation.
3. The undersigned do hereby certify that all the statements made are true and correct.

(Signature of Bidder)

Name of Firm with Seal

Date:

Mob.