



**ODISHA STATE CIVIL SUPPLIES CORPORATION LTD.,
PLOT NO. C/2, NAYAPALLI, BHUBANESWAR- 12.**

Letter No. P-II/31/2019/ 1451 /Dated 30.1.19

From

**Sri Saroj Kumar Samal, OAS
Managing Director.**

To

All Collectors.

Sub: - Appointment of Handling Contractor for handling of foodgrains at Rice Receiving Centre-cum-Departmental Storage Centre (RRC-cum-DSC) - Handling Contractor.

Madam/Sir,

In inviting a reference to the subject cited above, I am to say that the contract period of existing Handling Contractor appointed under Departmental Storage Operations will come to an end on 31st March'2019.

2. Sample Tender documents for appointment of Handling Contractor for the year 2019-21 is enclosed herewith.
3. **New Handling Contractor will be appointed for a period from 1st April'2019 till 31st March 2021.**
4. District Tender Committee shall be constituted with the following members in finalizing the selection of the Handling Contractor.

a) Collector & District Magistrate	Chairman
b) District Labour Officer / Assistant Labour Officer	Member
c) District Social Welfare Officer	Member
d) Regional Transport Officer	Member
e) CSO-cum-District Manager, OSCSC Ltd.	Member Convener

Collector may nominate any other Officer as member of the Committee, as s/he thinks fit.

5. The Guideline / Instructions for finalization of tender process is enclosed at **Annexure-I**. These Guideline / instructions may be referred for issue and receipt of Tender Paper and to finalize the tender in appointing Handling Contractor.
6. Sample Tender Call Notice is also enclosed at **Annexure-II** for publication in local edition of atleast 02 Odia dailies widely circulated in the district. The notice shall also be displayed in the Notice Board of the Collectorate, Office of the Sub-Collector, all BDOs of the district & CSO-cum-DM, OSCSC Ltd.
7. The sample Tender Paper is enclosed at **Annexure-III**. It is also available in the Corporation website (www.oscsc.in) under the link "Sample Tender Document for

Appointment of Handling Contractor". Necessary information required to be filled in the Tender Paper like district name, district website, dates, places etc. may be duly filled up before publishing the same.

8. The Tender Paper shall be received through **Registered Post/ Speed Post/ Courier service only**. The tender paper shall not be received in the "Tender Box" or in any other mode.
9. Handling Contractor shall be appointed for each RRC-cum-DSC irrespective of its management by OSCSC/OSWC/CWC.
10. Selected tenderers shall execute an agreement before handling of stock. The Sample Agreement Paper is enclosed at **Annexure-4**.
11. The tender document may be hosted in the district website.

I am to request you to complete the tender process as per the dateline mentioned below without any rescheduling, so that new contractor can be in place by 1st April'2019 positively.

Important Datelines	
Issue of advertisement at district level	By 02.02.2019
Sale of tender papers	From 04.02.2019 to 18.02.2019
Receipt of tender papers	By 18.02.2019 up to 5 P.M.
Opening of Technical Bid	On 19.02.2019 at 3 P.M.
Opening of Price Bid	On 20.02.2019 at 3 P.M.
Execution of Agreement	By 25.02.2019

Enclosure:

- | | |
|---|------------------|
| (i) Guideline/Instructions for finalization of tender | - (Annexure-I) |
| (ii) Sample Tender Call Notice | - (Annexure-II) |
| (iii) Sample Tender Paper | - (Annexure-III) |
| (iv) Sample Agreement Paper | - (Annexure-IV) |

Yours faithfully,


Managing Director

Memo No. 1452 /Dt. 30.1.19

Copy forwarded for information & necessary action to:

1. The Commissioner-cum-Secretary to Government, FS & CW Department, Bhubaneswar.
2. All CSO-cum-District Managers, OSCSC. Ltd.


Managing Director