



GOVERNMENT OF ORISSA

**HOUSING AND URBAN DEVELOPMENT
DEPARTMENT
DOCUMENTS FOR DOUBLE COVER**

DETAILED TENDER CALL NOTICE

**FOR THE
CIVIL WORK - OTHERS
UNDER
BALASORE MUNICIPALITY**



OFFICE OF THE BALASORE MUNICIPALITY, BALASORE.

No. 2814/

Date: 12/05/2026/

E-Procurement Notice

BID Identification No.BM_04_2026_27

Bid Documents consisting of Work, Estimated Cost, Cost of Tender Paper, EMD, time of completion, Class of contractors and the set of terms and conditions of contract and other necessary documents can be seen in Govt. website i.e. <https://tendersodisha.gov.in/nicgep/app>

- | | |
|---|--|
| 1. Name of the Work | : Civil works as mentioned in DTCN |
| 2. No. of works | : 07 Nos. |
| 3. Estimated Cost | : As per Work List |
| 4. Period of Completion | : As per DTCN |
| 5. Date and Time of Bidding | : 14-05-2026 to 29-05-2026 |
| 6. Last date and time for receipt | : 29-05-2026 up to 5.00 pm |
| 7. Bids received online shall be opened on | : 30-05-2026 from 11.00 am onwards |
| 8. Name and address of the Officer Inviting Bid | : Executive Officer, Balasore Municipality |

Further details can be seen from the e-procurement portal i.e. <https://tendersodisha.gov.in/nicgep/app>.

**Executive Officer
Balasore Municipality**

Memo No. 2815/

Dt. 12/05/2026/

Copy forwarded to the I & PR Department, Odisha, Bhubaneswar with a request to publish the above Notice in two respective dailies once in one edition for wide publication as per I & PR rate up to maximum 50 Sq.cm. size. on or before Dt. 14-05-2026 Complimentary copy of the Newspapers containing the tender call Notice may be sent to this office for reference and record and necessary payment.

**Executive Officer
Balasore Municipality**

Memo No. 2816/

Dt. 12/05/2026/

Copy to the Office Notice Board for wide publication and Accountant, Balasore Municipality for information and necessary action.

**Executive Officer
Balasore Municipality**

Memo No. 2817/

Dt. 12/05/2026/

Copy to the Executive Engineer, R.W Division, Balasore /Irrigation Division, Balasore/ R & B Division, Balasore/ Executive Engineer, Drainage Division, Balasore for necessary information and necessary action.

**Executive Officer
Balasore Municipality**

WORK LIST

Sl.No	Name of the Work	Estimated Cost (With GST)	Amount (Without GST) Put to tender	Cost of Tender Paper including [in Rs.]	EMD	Time of Completion [in days]	Class of Contractor
1	2	3	4	5	6	7	8
1	Construction of Drain with Cover Slab and Culvert from Telenga Sahi Sai Temple to Railway Culvert in Ward No 19 and 20	60,00,000	50,84,746	10,000	50,847	60	B or Equivalent
2	Construction of Drain with Cover Slab and Culvert from Adya Shakti Temple to Motiganj Masjid Culvert via Congress Office in Ward No 26	60,00,000	50,84,746	10,000	50,847	60	B or Equivalent
3	Construction of RCC Drain with Cover Slab from Angargadia Fly over Bridge to Railway Nayanjudi in Ward No 20	60,18,000	51,00,000	10,000	51,000	60	B or Equivalent
4	Construction of Drain with Cover Slab and Culvert at Bhaskarganj Area in Ward No 21	80,00,000	67,79,661	10,000	67,797	60	B or Equivalent
5	Construction of Mahanala Drain from Kali Mandap to Nika Mahal Culvert in Ward No 11	85,08,000	72,10,169	10,000	72,102	60	B or Equivalent
6	Construction of Drain with Cover Slab and Culvert from OT Road Odisha Cycle Store to LIC Office Mahanal via Tax Colony and Patel Colony in Ward No 17	90,00,000	76,27,119	10,000	76,271	60	B or Equivalent
7	Construction of Mahanala Drain from Nika Mahal Culvert to River Budhabalanga in Ward No 11	98,34,000	83,33,898	10,000	83,339	60	B or Equivalent

INSTRUCTION TO BIDDER

Detail of documents to be furnished.

1. Scanned copies of the following documents to be up-loaded in PDF format in the Website i.e. <https://tendersodisha.gov.in/nicgep/app>.

a. Paper Cost and EMD in online mode

b. Valid **Registration** Certificate

c. Valid **GST** certificate

d. **PAN** Card

e. Affidavit

f. Scan copy of duly filled Information Sheet [This sheet is mandatory. Non submission of the sheet may cause rejection of the bid].

g. The "Online bidder" shall digitally sign on all statements, documents, certificates uploaded by him, owning responsibility for their correctness/authenticity as per IT ACT 2000. If any of the information furnished by the bidder is found to be false/fabricated/bogus, his EMD/bid Security shall stand forfeited and his registration in the portal shall be blocked and the bidder is liable to be blacklisted.

INSTRUCTION TO BIDDERS FOR ONLINE BIDDING

1. The bidder shall transfer online the cost of bid paper (non-refundable) and the Earnest Money deposit / Bid Security of the amount specified for the work in the work list.
2. Only those bidders who successfully remit their Cost of Tender Paper and Earnest Money Deposit on submission of bids would be eligible to participate in the tender/ bid process. The bidders with pending or failure payment status shall not be able to submit their bid. Tender inviting authority, State Procurement Cell, NIC, the designated Banks shall not be held responsible for such pendency or failure.
3. The Original documents are to be produced before the undersigned as and when required. Engineering contractor who is desirous to avail the facility of exemption of EMD is required to submit the affidavit in original to the effect that he/she has not yet availed the facility for more than two works during the current financial year. Name of the two works and authority to which the tender is being submitted must be mentioned in affidavit failing which; the tender will be liable for rejection.

DETAILED TENDER CALL NOTICE

INVITATION OF TENDERS

1. Tenders for the works- Sale and receipt through online and the bid will be opened by the Executive Officer, Balasore Municipality or his authorized subordinate in the office of the Executive Officer, Balasore Municipality on dated 30-05-2026.
2. DTCN is not to be uploaded by the bidder. Only those tenderers who are willing to accept all the terms and conditions of this detailed tender call notice need submit the tenders. Joint Venture/Consortium agreements/M.O.,Us are not allowed to participate in the Bid.
3. DTCN is not to be uploaded by the bidder. The bidder has to only agree/disagree on the conditions in the DTCN. The bidders who disagree on the conditions of DTCN cannot participate in the bid.
4. Uploaded documents of valid successful bidders will be verified with the original before signing the agreement. The valid successful bidder has to provide the originals to the concerned authority on receipt of such letter, which will be sent through registered post/Speed Post.
5. Tenderers have to pay earnest money as required as indicated (the amount specified in the tender notice), at the time of submitting the tender.
6. The Initial security deposit should be submitted in shape of pledged NSC/TD/POSB/KVP/Deposit receipt of Scheduled Bank.
7. In the case of Govt. Undertaking, Co-operative Societies, Diploma or Degree holders in Engineering, SC and ST contractors, physical handicapped contractors who are registered with the Dept. the rules framed by Govt. from time to time about earnest money deposit, initial security deposit will apply. Provided the contractors belonging to the relevant category should be mentioned in R.C book by the issuing authority.

8. Request for transfer/adjustment of earnest money deposit from other works will not be entertained.
9. Security Deposit @ 5% , GST _TDS @ 2%, IT_TDS as applicable & Labour Cess @ 1 % will be deducted from the bill.
10. Royalty will be deducted as per the Govt. provision in analysis of rate.
11. Each tenderer is to be expected to inspect the site of the proposed work to know the exact working condition before date of opening. The Successful Bidders are required to deposit the Additional Performance Security (APS) as given below when the bid amount is less than the estimated cost put to tender.

SI No	Range of difference between the estimated cost put to tender and Bid amount	Additional Performance Security to be deposited by the successful bidder
i.	Below 10.00%	No. Additional Performance Security
ii.	From 10.00% and above & Below 20.00%	The Additional Performance Guarantee/Security percentage shall be incremented by 0.1% for every percentage of bid price below 10% of the project cost put to bid starting at 11% with the additional bid performance guarantee being 0.1% and this additional performance guarantee percentage shall be applied on the bid price:
iii.	From 20% and above	The additional performance guarantee percentage shall be incremented by 0.2% for every percentage of bid price below 20% of the project cost put to bid in addition to 1% of the bid price and this additional performance guarantee percentage shall be applied on the bid price. The Additional Performance Guarantee/ Security shall be treated as part of the performance security.

In such an event, the bidders who have quoted less bid price/rates than the estimated cost put to tender shall have to deposit Additional Performance Security (as per above table) in shape of Demand Draft / Term Deposit Receipt pledged in favour of the Executive Officer, Balasore Municipality at the time of execution of agreement.

12. The written agreement in Municipal Form No. Will to be entered into between the successful tenderer here-in-after called the contractor and the Balasore Municipality shall be the foundation of the rights of both the parties and the contract shall be deemed to be incomplete until the agreement has been first signed by the contractor and then by the proper officer authorized to enter into the contract on behalf of the State Govt.
13. The Earnest Money Deposit of the unsuccessful tenderers who are not awarded with the work will be refunded on application after the tender is finalized.

14. Combined BID security for more than one work is not acceptable.
15. Tender may not at the direction of the competent authority be considered unless accompanied by attested Xerox copies or attested Xerox copies or attested true copies of the IT CC or GST clearance and the original certificates are to be produced before the tender opening authority as and when required for verification.
16. All the rates and prices in the tender shall cover all taxes viz Central or State Sales Tax, GST, Octroi, any other local taxes, ferry, tollages charges and royalties and any other charges.
17. The contractor shall produce necessary receipts in support of payment of royalty and taxes for the materials supplied by them for the work failing which royalty taxes as applicable will be deducted from their bills.
18. The work is to be completed in all respects within the period mentioned as above from the date of written order to commence the work.
19. After opening the tenders the 2nd lowest bidder will be counted as 1st lowest bidder if a 1st lowest bidder withdraws himself from the tender. The EMD received along with the tender shall be forfeited and credited to the Municipal Fund and action will be taken as per Provision laid.
20. Preference to SC/ST contractor will be given as per decision of the council in force at the time of finalization of tender by the tender committee.
21. If L-1 bidder does not turn up for agreement after finalization of the tender, then the EMD deposited by bidder at the time of submission of bid shall be forfeited. In that case, the L-2 bidder, if fulfills, other required criteria would be called for drawing agreement for execution of work subject to the condition that L-2 bidder negotiates at par with the rate quoted by the L-1 bidder otherwise the tender will be cancelled.
22. The affidavit regarding submission of details of bid documents/availing exemption of EMD/ISD, availing SC/ST benefit etc. Should be submitted in original along with tender documents for each work at the time of verification of documents. The affidavit should mention Contractor Name, Regd. No., DTCN No./ BID Identification No, Work Name/ SL No. in which participating. It should be addressed to Executive Officer, Balasore Municipality.
23. Single benefit will be provided to the handicapped contractors with SC/ST license except the contractors belonging to Engineering back ground.

The authority reserves the right to reject any or all tenders without assigning any reason thereof.

**Executive Officer
Balasore Municipality**

**SAMPLE FORMAT FOR
BIDDERS CONTACT INFORMATION**

Name of the Bidder : _____

Class : _____

Address : **At-** _____
P.O. _____
Dist. _____
Pin: - _____

Telephone No. : _____

Mobile No. : _____

E-mail Id : _____

Government of Odisha Government e-Procurement System of NIC
Do's and Dont's for online Payment for Bidders

S. No.	Scenario	Do's	Don'ts
		<ul style="list-style-type: none"> • In case of any query on status of the transaction, the bidder will have to quote the Account number as given in the challan along with the Unique Reference Number (URN) as generated by the bidder's bank after initiating the RTGS/NEFT transaction to the Helpdesk. The bidder may also note the exact time at which the bidder had initiated the transaction and quote the same to the Bank Helpdesk official. • The bidders are advised to make the payment of exact amount as given in the challan. In case the bidder makes a payment lower than the amount mentioned in the challan, the bidder will not receive a success response for the payment made. If the bidder makes a payment higher than the amount mentioned in the challan, the bidder will get a success response if all the other parameters are correct. But, the bidder will have to wait till tender opening to get refund of the excess amount paid. • The bidder will have to generate a new challan whenever the bidder is attempting to make payment for a new tender. 	<ul style="list-style-type: none"> • The bidder may end up not being able to submit the bid in case of some technical issue or delay in settlement, etc. if the payment is made on the final day fixed by the Department for tender submission
2.	<p>When bidder makes payment through Payment gateway/ Internet banking</p>	<ul style="list-style-type: none"> • In case status of the transaction is pending after the bidder has executed the transaction and his/her account has been debited through internet banking, the amount will get refunded back to the bidder within approximately 3 working days. 	<ul style="list-style-type: none"> • The bidder is advised to wait a while after completing the transaction in case of a delay in success response. The bidder should not click on refresh button after doing the transaction in case of delay in response.

		<ul style="list-style-type: none"> If the bidder has not received success status after completing the transaction due to any technical issues at the bank end, the bidder may wait a while and re-attempt another transaction through Internet banking or RTGS- NEFT. It may be noted that as soon as the bidder attempts a new transaction, the existing transaction will be come in valid. 	
3.	If the bidder wants to change of mode of transaction from Internet banking to NEFT/RTGS or vice versa.	<ul style="list-style-type: none"> The bidder may change the mode of payment from Internet banking to RTGS/NEFT or vice versa, if the bidder is not able to get a success response for the transaction done. As the bidder has the liberty to change the mode of payment at any time before freezing the bid, all the payments made against the tender will be valid. Once the E-Procurement system gets a SUCCESS response against any one of the payments made, the bidder can freeze his/her bid and thereafter rest of the payments made against the same tender will be refunded into the bidders account in due course. 	<ul style="list-style-type: none"> The bidder should not change payment mode without waiting for sufficient time after making an NEFT transaction since the settlement happens as per various settlement cycles during the day. In case the bidder has made the payment late during the day, it is advisable for the bidder to wait till next day morning when the NEFT settlement happens to check the status of the transaction and accordingly take the next step.
4.	For EMD Refunds	<ul style="list-style-type: none"> The refund of EMDs will be paid to the bidders to the account from which the EMD transaction got initiated by the bidder. Accordingly, for internet banking transactions, the EMD will be refunded back to the internet banking account from which the bidder initiated the transaction. If the bidder has made EMD payment through RTGS/NEFT mode, the refund will go back to the account from which the RTGS/NEFT transaction got initiated. 	<ul style="list-style-type: none"> The bidder need not claim or do anything to get the EMD amount refunded back. The amount will get refunded back into the bidder's account on an automatic mode as soon as the Department opens the tender and instructs the bank to initiate the refund.

		<ul style="list-style-type: none"> • The EMD refunds to the bidders, who made the payment through Internet banking will reach the bidder's account in approximately 3 working days and will depend upon how fast the bidder's bank credits the amount back to the bidder's account as per the bank's process. • In the case of EMD refund for payments made through RTGS/NEFT mode, the amount will get refunded back on the same day on which the EMD refund gets initiated by ICICI Bank. • In case of any delay in EMD refunds getting credited to the bidder's account, the bidder may contact ICICI Bank's helpdesk and give necessary details as required for by the bank. 	
5	Cash Payments	Not Applicable	<ul style="list-style-type: none"> • Cash Payments through Branches are never allowed as handling refunds is not possible
6.	Helpdesk	<ul style="list-style-type: none"> • For any queries or issues on EMD payments made through Internet banking or Payment gateway, • For any queries or issues on EMD payments made through RTGS/NEFT mode, • For any queries on EMD refunds, Help Desk Nos: 7205000695 e-mail ids :alina.pati@icicibank.com Saudamini.panda@icicibank.com marunakumar.mishra@icicibank.com 	

Please note: Bidder may please note that the average time taken for settlement of NEFT transaction is 2-3 hours during normal working hours. Bidders are advised to make the payment at least one day in advance to the last day to take care of any exigencies.