



DHARANIDHAR UNIVERSITY, KEONJHAR
(Formerly D.D. Autonomous College, Estd-1957)
PIN-758001, Keonjhar, Odisha

No. 4211 /Date 15.10.2026

SHORT TENDER CALL NOTICE

Sealed tenders are invited from registered & reputed agencies for supply of various goods for physical infrastructure of Incubation Centre at Dharanidhar University, Keonjhar, Odisha in the prescribed format as per the Shedule-1 of the tender document. The details of various items and terms and conditions can be downloaded from <https://dduniversity.ac.in> on payment of Rs.5000/- (Rupees Five thousand only) (non-refundable) in shape of DD in favor of Comptroller of Finance, Dharanidhar University, payable at Keonjhar. The sealed tender (Superscribing Tender reference No. & Items for Incubation Centre) with all supporting documents should reach the Office of the Registrar, Dharanidhar University, Keonjhar-758001, Odisha by Speed Post on or before Dt.09/11/2026 (5:00 PM) which will be opened on 16/11/2026 at 3:30 PM in presence of bidders or their authorized representatives.

The undersigned reserves the right to accept or reject any or all tenders without assigning any reason thereof and will not be responsible for any postal delay. No correspondence on this regard will be entertained.


15.10.26
Registrar

Dharanidhar University, Keonjhar

Memo No. 4212 /Date: 15.10.2026

1. Copy to P.S to VC for kind information of the VC, Dharanidhar University, Keonjhar.
2. Copy to Chairman, PG Council, Dharanidhar University, Keonjhar for information.
3. Copy to COF for information with a request to meet the expenses from the funds received from Govt.
4. Copy to Director R&D and Chairman Purchase Committee for information.
5. Copy to OIC, Website for uploading the short tender call notice along with bid document.


15.10.26
Registrar

Dharanidhar University, Keonjhar

DHARANIDHAR UNIVERSITY, KENDUJHAR

(Formerly DD Autonomous College, Estd. 1957)

TWO-BID TENDER DOCUMENT

FOR PROCUREMENT, SUPPLY, INSTALLATION AND COMMISSIONING OF FURNITURE AND ALLIED EQUIPMENT FOR ESTABLISHMENT OF INCUBATION & ENTREPRENEURSHIP CENTRE

Tender Reference No.	DDU/INCUBC/01
Date of Issue	16/10/2026
Approximate Tender Value	Rs 15.00 Lakh (including GST & all other taxes)
Earnest Money Deposit (EMD)	2% of the Tender Value in INR
Performance Security Deposit	3% as applicable under prevailing rules
Tender Fee	Rs 5000/- (Rupees Five Thousand only)
Bid Submission Deadline	09-11-2026; 5:00 PM
Bid Opening Date & Time	16-11-2026; 3:30PM
Place of Submission	Office of the Registrar, Dharanidhar University, Kendujhar, Odisha

1. NOTICE INVITING TENDER

Dharanidhar University, Kendujhar, Odisha invites sealed tenders, as applicable, from eligible manufacturers, authorised dealers, distributors, system integrators and/or experienced suppliers for supply, delivery, installation, testing and commissioning of furniture and allied equipment required for the Establishment of the Incubation & Entrepreneurship Centre including allied positioning and support facilities at Dharanidhar University, Kendujhar.

The procurement shall be conducted through a Two-Bid System comprising (i) Technical Bid and (ii) Financial Bid. The Financial Bid of only those bidders who are found technically responsive shall be considered.

2. SCOPE OF PROCUREMENT

The scope includes supply, transportation, unloading, assembly/installation, testing, commissioning, demonstration, warranty support and handover of the items specified in Schedule-I. Unless otherwise stated, quoted rates shall include all applicable taxes, duties, freight, insurance, installation and incidental charges.

3. TWO-BID SYSTEM

Bid-I: Technical Bid – eligibility documents, statutory registrations, manufacturer/authorisation documents, technical compliance statement, specifications, catalogues/datasheets, warranty and undertaking documents.

Bid-II: Financial Bid – item-wise prices in the prescribed BOQ/Price Schedule. The bidder shall quote complete rates for the required scope. Conditional or incomplete financial bids may be rejected.

Technical and Financial Bids shall be submitted in separate covers/envelopes clearly superscribed “TECHNICAL BID” and “FINANCIAL BID”.

4. ELIGIBILITY AND QUALIFICATION REQUIREMENTS

Technical Criteria		
Sl No.	Description	Required Supporting Document
1	The Bidder shall be a State PSU / Central PSU / Private Firm or Undertaking possessing demonstrated experience and	Certificate of Incorporation, Article of Association, Memorandum of Association

	technical competence in the field of Procurement, Supply, Installation of Furnitures and Allied Equipments for Educational Institutions and Allied Building Works	
2	Bidder should have track preferable record of providing 7 years' experience in Supply and Interior Planning activities with Educational Institute/ University, Research Institute	Work Orders from Competent Authority
3	The Bidder should have successfully completed at least one project costing not less than 30 Lakhs in last 07 years	Project completion Report (certified from competent authority to be attached)
4	Bidder must have requisite and adequate qualified Technical & Non-Technical Manpower for implementation of Infrastructure Planning	List of such qualified Technical & Nontechnical manpower with their Name, Qualification and date of Appointment
5	The bidder should have valid Permanent Account Number (PAN), Memorandum of Association (MOA) & Articles of Association (AOA)	Respective Certificates to be enclosed.
6	Power of Attorney (PoA) duly executed in favour of the authorized signatory, or a Board Resolution passed by the Board of Directors authorizing the person signing the bid and all related bid documents on behalf of the bidder.	Power of Attorney (PoA)/Self-Declaration to be enclosed.
7	The bidder should not have been blacklisted by any Govt. Organization or Government Institution or Government PSUs etc.	Self-declaration
8	The Bidder must possess a valid registration with the Employees' Provident Fund Organization (EPFO) and the Employees' State Insurance Corporation (ESIC).	Copy of (a) Registration of Employee's Provident fund Organization Certificate (b) Employees' State Insurance Corporation (ESIC) Certificate
9	The bidder should be an assesses under income Tax Act and Goods and Services Tax Act	Self-declaration in the shape of Affidavit. In addition, the bidder is further required to provide details of proceedings pending against him/ her/ them as on the date of submission of Bid with regard to any civil, criminal or tax liability
10	The Bidder should have a minimum annual average turnover of Rs. 5.00 Crore for last 3 years	Copy of Turnover Certificate from the Statutory Auditor or chartered accountant certifying the same and IT Returns for 3 assessment years.
11	The Bidder should have a minimum positive Net Worth Rs.1.5 crore for the last 03 (three) years.	Net Worth Certificate to be attached
12	The bidder must possess a valid Goods and Service Tax (GST) Number registered in the State of Odisha.	GST Certificate.
13	The bidding organisation should have a registered office in Odisha.	Valid Address Proof.
14	The bidder shall possess valid certifications for the following ISO standards, issued by an accredited certification body. • ISO 9001:2015 • ISO 14001:2015 • ISO/IEC 20000-1:2018	ISO Certificates to be enclosed.

	• ISO/IEC 27001:2022	
15	The bidder should have Udyam (MSME) Registration, NSIC Registration or Startup India Certificate recognised by DPIIT.	Respective Certificates to be enclosed.

5. BID SECURITY / PERFORMANCE SECURITY

EMD, if applicable, shall be furnished in the amount and form specified in the Notice Inviting Tender. The successful bidder shall furnish Performance Security/Security Deposit, if prescribed, within the stipulated period. The exact amount, validity and acceptable instruments shall be as specified by the University in the NIT/Letter of Award. MSME and Startups of Odisha are exempted from EMD.

6. Tender Fee

A non-refundable Tender Fee of **Rs 5000/-** (Rupees Five thousand only) shall be payable by all prospective bidders towards the cost of the Bid Document. The Tender Fee shall be paid in the form of a Demand Draft / Pay Order drawn in favour of Comptroller of Finance, Dharanidhar University, Keonjhar, payable at Keonjhar and shall be submitted along with the Bid documents at the time of submission. Bids received without the requisite Tender Fee shall be summarily rejected and shall not be considered for evaluation. The Tender Fee is not adjustable against any payment due under the Contract and shall under no circumstances be refunded to the bidder, whether the bid is accepted or rejected.

7. TECHNICAL BID – DOCUMENT CHECKLIST

Sl. No.	Category	Description	Remarks	Submitted	
				Yes	No
1	Technical	The Bidder shall be a State PSU / Central PSU / Private Firm or Undertaking possessing demonstrated experience and technical competence in the field of Procurement, Supply, Installation of Furniture and Allied Equipments for Educational Institutions and Allied Building Works	Registration Certificate		
2	Technical	Bidder should have track preferable record of providing 7 years' experience in Supply and Interior Planning activities with Educational Institute/ University, Research Institute	Work Orders		
3	Technical	The bidder should have successfully completed at least one project costing not less than Rs. 30.00 Lakhs in the last three years.	Project Completion Report		
4	Technical	The bidder must have requisite & adequate qualified Technical & Non-Technical Manpower for implementation of Infrastructure Development Projects.	List of Staffs		
5	Technical	The bidder should have valid Permanent Account Number (PAN), Memorandum of Association (MOA) & Articles of Association (AOA)	Copies of PAN, MOA, AOA		

6	Technical	Power of Attorney (PoA) duly executed in favour of the authorized signatory, or a Board Resolution passed by the Board of Directors authorizing the person signing the bid and all related bid documents on behalf of the bidder.	Copy of PoA		
7	Technical	The bidder should not have been blacklisted by any Govt. Organization or Government Institution or Government PSUs etc.	Self Declaration Affidavit		
8	Technical	The bidder or the authorized representative should not have been convicted in the last five years or any charge should not have been filed for an offence involving moral turpitude in respect of which proceedings are pending before any court of law or judiciary.	Self Declaration Affidavit		
9	Technical	The bidder must possess a valid Goods and Service Tax (GST) Number registered in the State of Odisha.	Copy of GST		
10	Technical	The bidding organisation should have a registered office in Odisha.	Copy of Address Proof		
11	Technical	The bidder shall possess valid certifications for the following ISO standards, issued by an accredited certification body. • ISO 9001:2015 • ISO 14001:2015 • ISO/IEC 20000-1:2018 • ISO/IEC 27001:2022	Copies of ISO certifications		
12	Technical	The bidder should have Udyam (MSME) Registration, NSIC Registration, or Startup India Certificate recognised by DPIIT.	Registration Documents		
13	Financial	The bidder should have a minimum average annual average turnover of Rs. 5 Crore for the last 3 years.	Turnover Certificate by CA		
14	Financial	The bidder shall furnish an alternative statement as to the existence of any potential conflict of interest on the part of the bidder due to prior/current or proposed agreement/engagement with client.	Prescribed Self declaration form from the Bidder		
15	Financial	The bidder should have a positive Net Worth of Rs. 1.5 Crore.	Net Worth Certificate by a CA Firm		
16	Financial	Self-Declaration that the bidder has no relative in the organization.	Self-Declaration		

8. TECHNICAL EVALUATION

Technical evaluation shall be carried out on a pass/fail compliance basis against the tender requirements. The University may seek clarification, demonstration, sample, inspection or additional documentary evidence where permitted under applicable procurement rules. Such clarification shall not be used to permit a material alteration of the bid.

Only technically responsive bidders shall be considered for opening/evaluation of the Financial Bid. The University reserves the right to accept or reject any bid in accordance with applicable rules and the terms of this tender.

9. PRICE QUOTATION AND FINANCIAL EVALUATION

Prices shall be quoted item-wise in Indian Rupees. The bidder shall clearly indicate basic price, GST and other applicable charges, and the final all-inclusive amount. The total quoted value shall include delivery, installation, commissioning, transportation, insurance and all incidental charges unless specifically excluded in the BOQ.

The Financial Bid shall be evaluated on the basis prescribed in the NIT and applicable procurement rules. The University may seek arithmetic correction of errors in accordance with the applicable tender rules.

10. DELIVERY, INSTALLATION AND ACCEPTANCE

Delivery shall be made at Dharanidhar University, Kendujhar, Odisha, within 30 days from the date of issue of the Purchase Order/Letter of Award. Installation and commissioning, where applicable, shall be completed within 30 days of delivery. The supplier shall coordinate with the University for site readiness and demonstration.

Items shall be inspected upon delivery. Acceptance shall be subject to conformity with the approved specifications, make/model, quantity and satisfactory installation/testing. Any defective, damaged or non-conforming item shall be replaced by the supplier at no additional cost.

11. WARRANTY AND AFTER-SALES SERVICE

Unless a longer warranty is offered by the bidder/manufacturer, the minimum warranty shall be as specified in the relevant item specification or NIT. Warranty shall cover manufacturing defects and functional failures under normal use. The supplier shall provide contact details of its authorised service centre/service engineer and shall attend warranty complaints within 7 working days of notification.

12. PAYMENT TERMS

Payment shall be released after satisfactory delivery, installation/commissioning, inspection and submission of the required invoice, warranty documents and other supporting documents, subject to applicable University rules and availability of funds.

13. FORCE MAJEURE

Neither party shall be liable for failure or delay in performance caused by events beyond its reasonable control, subject to prompt written notice and documentary support and to the conditions specified in the Purchase Order.

14. TAXES AND STATUTORY COMPLIANCE

The supplier shall be responsible for compliance with GST, income tax, labour laws, transport requirements and other applicable statutory obligations. Tax deductions at source and other statutory deductions shall be made by the University as applicable.

15. GENERAL CONDITIONS

- The bidder shall carefully examine all tender conditions and specifications before submission.
- Any deviation from the prescribed technical specifications shall be clearly stated in the Technical Compliance Statement.
- Alternative makes/models shall be accepted only where the tender permits equivalent products. The bidder shall establish equivalence through documentary evidence.
- The University may verify the credentials, product specifications, authorisation and past performance of the bidder.
- Canvassing in any form shall render the bid liable for rejection.

- The University reserves the right to increase/decrease quantities or omit items, subject to applicable procurement rules and tender conditions.
- All disputes shall be subject to the jurisdiction of District Court, Keonjhar.
- The successful bidder shall execute the agreement/accept the Purchase Order within the prescribed time.

17. SCHEDULE-I: SCHEDULE OF REQUIREMENTS AND TECHNICAL SPECIFICATIONS

Source specification reproduced from the University's requirement list. Bidders shall quote against each line item/set as applicable.

Code	Item	Qty.	Technical Specification
F-01	Workstations Desk	20	Dimensions: 2.5 x 3.0 x 2.5 ft (LxWxH); Fabricated Plywood; White.
F-02	Modular Desktop Partition Board	20	Dimension: 30 x 50 cm; PVC; White.
F-03	Ergonomic Chairs	40	Revolving office chair with armrest; adjustable height; dimensions 39 x 18 x 20 inch.
F-04	Ottoman Sitting Cube Stool	60	Fabric cushioned; dimensions 30 x 30 x 30 cm.
F-05	Whiteboards	2	Non-magnetic with heavy duty metal stand; dimension 4 x 3 ft.
E-01	Projector with stand	1	Android with Wi-Fi enabled; 1920 x 1080p up to 4K; 30 inches to 300 inches diagonal.
E-02	Home Theatre Projector Screen	1	Motorised; 4:3 ratio picture format; UHD-3D-4K compatible (White); 7 ft x 5 ft.
E-03	Speakers & Microphone	1	5.2 Dolby Home Theater Speaker 900W for TV with 2 subwoofer satellite speakers, soundbar; 2 hand microphones; 1 receiver; 1 power adapter; 2 phono-to-phono cords; 4 AA batteries.
E-04	Wi-Fi Router	3	IPv6 compatible; AP/RE/WISP modes; parental control; guest network; wireless security encryption; router/access point/range extender/WISP modes; single-band; 5 ports; range 1000 sq ft; 64/128/152-bit WEP/WPA/WPA2/WPA-PSK/WPA2-PSK; maximum upstream transfer rate 300 Mbps.
E-05	1 Year Internet Access Subscription	2 Access Areas	30–100 Mbps speed; unlimited data; fibre connection with Ethernet connectivity available; suggested facilitators: JIO, Airtel.
E-06	2000VA/24V Inverter with 2 Battery Set	1	Pure sine wave; 2000VA/24V; double battery, each 12V; peak load 1600W; output 220V in inverter mode; running load as specified; inverter 30 x 32.6 x 28.4 cm; battery 50.5 x 22.0 x 30.8 cm.
E-07	Videography and Photography Equipment	1 Set	Canon EOS R50 V RF-S14-30 mm mirrorless camera; Dual Pixel CMOS AF II; 24.2MP APS-C CMOS sensor; up to 15FPS; portable aluminium tripod (max 165 cm, min 61.5 cm); 4-channel wireless microphone system; softbox with mount and stand.
E-08	Printer cum Scanner	1	Epson EcoTank Monochrome M3170 all-in-one duplex Wi-Fi ink-tank printer, White.
E-09	Inverter Split AC	4	1.5 Ton Split AC with 5 Star BEE Rating (suggested); cooling coverage 111–150 sq ft; indoor unit 100 x 29.5 x 23 cm, 11 kg; outdoor unit 78.1 x 55.7 x 28.1 cm, 26 kg.

Code	Item	Qty.	Technical Specification
E-10	CCTV Camera with 4 Channel DVR	1 Set	2.4MP 4-channel DVR; 2.4MP 4 bullet cameras with audio recording, night vision, built-in MIC audio, crystal IR LEDs, motion detection; 1TB HDD; 4CH SMPS; CCTV cable; BNC/DC.
E-11	CCTV Camera with 3 Channel DVR	1 Set	2.4MP 3-camera Full HD CCTV security kit with DVR, audio mic, HDD & cable set; 500GB; 3-channel.
E-12	Biometric Attendance Machine	2	eSSL K90 Pro; dimensions 185 x 140 x 30 mm.

18. TECHNICAL COMPLIANCE STATEMENT

Code	Item	Tender Specification	Bidder's Offered Make/Model & Specification	Complied (Yes/No) / Deviation
F-01	Workstations Desk	20	Dimensions: 2.5 x 3.0 x 2.5 ft (LxWxH); Fabricated Plywood; White.	
F-02	Modular Desktop Partition Board	20	Dimension: 30 x 50 cm; PVC; White.	
F-03	Ergonomic Chairs	40	Revolving office chair with armrest; adjustable height; dimensions 39 x 18 x 20 inch.	
F-04	Ottoman Sitting Cube Stool	60	Fabric cushioned; dimensions 30 x 30 x 30 cm.	
F-05	Whiteboards	2	Non-magnetic with heavy duty metal stand; dimension 4 x 3 ft.	
E-01	Projector with stand	1	Android with Wi-Fi enabled; 1920 x 1080p up to 4K; 30 inches to 300 inches diagonal.	
E-02	Home Theatre Projector Screen	1	Motorised; 4:3 ratio picture format; UHD-3D-4K compatible (White); 7 ft x 5 ft.	
E-03	Speakers & Microphone	1	5.2 Dolby Home Theater Speaker 900W for TV with 2 subwoofer satellite speakers, soundbar; 2 hand microphones; 1 receiver; 1 power adapter; 2 phono-to-phono cords; 4 AA batteries.	
E-04	Wi-Fi Router	3	IPv6 compatible; AP/RE/WISP modes; parental control; guest network; wireless security encryption; router/access point/range extender/WISP modes; single-band; 5 ports; range 1000 sq ft; 64/128/152-bit WEP/WPA/WPA2/WPA-PSK/WPA2-PSK; maximum upstream transfer rate 300 Mbps.	
E-05	1 Year Internet Access Subscription	2 Access Areas	30–100 Mbps speed; unlimited data; fibre connection with Ethernet connectivity available; suggested facilitators: JIO, Airtel.	
E-06	2000VA/24V Inverter with 2 Battery Set	1	Pure sine wave; 2000VA/24V; double battery, each 12V; peak load 1600W; output 220V in inverter mode; running load as specified; inverter 30 x 32.6 x 28.4 cm; battery 50.5 x 22.0 x 30.8 cm.	
E-07	Videography and Photography Equipment	1 Set	Canon EOS R50 V RF-S14-30 mm mirrorless camera; Dual Pixel CMOS AF II; 24.2MP APS-C CMOS sensor; up to 15FPS; portable aluminium tripod (max 165 cm, min	

Code	Item	Tender Specification	Bidder's Offered Make/Model & Specification	Complied (Yes/No) / Deviation
			61.5 cm); 4-channel wireless microphone system; softbox with mount and stand.	
E-08	Printer cum Scanner	1	Epson EcoTank Monochrome M3170 all-in-one duplex Wi-Fi ink-tank printer, White.	
E-09	Inverter Split AC	4	1.5 Ton Split AC with 5 Star BEE Rating (suggested); cooling coverage 111–150 sq ft; indoor unit 100 x 29.5 x 23 cm, 11 kg; outdoor unit 78.1 x 55.7 x 28.1 cm, 26 kg.	
E-10	CCTV Camera with 4 Channel DVR	1 Set	2.4MP 4-channel DVR; 2.4MP 4 bullet cameras with audio recording, night vision, built-in MIC audio, crystal IR LEDs, motion detection; 1TB HDD; 4CH SMPS; CCTV cable; BNC/DC.	
E-11	CCTV Camera with 3 Channel DVR	1 Set	2.4MP 3-camera Full HD CCTV security kit with DVR, audio mic, HDD & cable set; 500GB; 3-channel.	
E-12	Biometric Attendance Machine	2	eSSL K90 Pro; dimensions 185 x 140 x 30 mm.	

19. FINANCIAL BID / PRICE SCHEDULE

The bidder shall fill the following schedule. All amounts shall be in INR.

Code	Item	Qty.	Unit	Basic Unit Rate	GST / Taxes	Other Charges	Total Amount
F-01	Workstations Desk	20	Nos./Set				
F-02	Modular Desktop Partition Board	20	Nos./Set				
F-03	Ergonomic Chairs	40	Nos./Set				
F-04	Ottoman Sitting Cube Stool	60	Nos./Set				
F-05	Whiteboards	2	Nos./Set				
E-01	Projector with stand	1	Nos./Set				
E-02	Home Theatre Projector Screen	1	Nos./Set				
E-03	Speakers & Microphone	1	Nos./Set				
E-04	Wi-Fi Router	3	Nos./Set				
E-05	1 Year Internet Access Subscription	2 Access Areas	Nos./Set				
E-06	2000VA/24V Inverter with 2 Battery Set	1	Nos./Set				
E-07	Videography and Photography Equipment	1 Set	Nos./Set				
E-08	Printer cum Scanner	1	Nos./Set				

Code	Item	Qty.	Unit	Basic Unit Rate	GST / Taxes	Other Charges	Total Amount
E-09	Inverter Split AC	4	Nos./Set				
E-10	CCTV Camera with 4 Channel DVR	1 Set	Nos./Set				
E-11	CCTV Camera with 3 Channel DVR	1 Set	Nos./Set				
E-12	Biometric Attendance Machine	2	Nos./Set				
	TOTAL BID VALUE						

Amount in words: Rupees _____ only.

Price validity: _____ days from the last date of submission.

20. BIDDER DECLARATION

I/We hereby certify that I/We have examined the tender document and the Schedule of Requirements, understood the specifications and conditions, and agree to supply the quoted items in accordance with the tender requirements. I/We certify that the information and documents submitted are true and complete and that I/We have disclosed all material deviations, if any.

Name of Bidder / Firm	
Authorised Signatory	
Designation	
Date & Place	
Seal & Signature	

21. ACCEPTANCE / PURCHASE ORDER

The successful bidder shall be issued a Letter of Award/Purchase Order and shall comply with all conditions stated therein. The final contract shall incorporate the accepted Technical Bid, Financial Bid, Purchase Order and applicable tender conditions.

Sd/-
Registrar
Dharanidhar University, Kendujhar