DELHI PUBLIC SCHOOL, PARADIP REFINERY

No-DPSPR /01202627 **Dates 20.11.2026**

NOTICE INVITING TENDER

Sealed tenders are invited in Two Bid systems (Part-I:Technical Bid & Part-II: Price Bid) from bonafide experienced Bidders of financial standing & reputation, and fulfilling the pre-qualification requirements stated as hereunder for carrying out the following work:

1	Name of Work	**(Providing Upkeep and support service at DPS Paradip Refinery, IOCL Township, Paradip)**
2	Tender No./Type of Tender	DPSPR/01202627/Open Tender/Two Bid
3	Time schedule/Contract period	01(One) Years, Extendable by one year on mutual consent at same rates, terms and conditions.
4	Tender Fee	Rs.1000/- to be deposited by DD in favour of Delhi Public School, Paradip Refinery, Payable at IOCL Township Pardip.
5	Tender Sale Period	Tender Documents (Not transferable) shall be issued to the Tenderers on all working days from **20.11.26 to 26.11.26** upto 5.00 pm
6	**Pre-qualification criteria**	**The intending tenderers shall have to furnish the below mentioned proof of their pre-qualification and experience along with the techno-commercial bid. Copies submitted in support of credentials shall be self attested. Documents supporting pre-qualification criteria shall be checked at the time of techno-commercial evaluation of the offer.**
7	**Minimum Annual Turn over**	**Rs. 35.87 Lacs** Proof of annual turnover shall be submitted in form of audited balance sheet of any of the last Three preceding financial years i.e. FY- 2023-24, 2024-25 & 2025-26. .
8	Copy of Other self attested documents to be submitted along with techno-commercial bid.	1. Audited Balance Sheet and P & L 2. Power of attorney in favor of persons authorized to sign the tender document. Copies of all the documents submitted shall be self-attested. 3. PAN Card, 4. PF code allotment letter & ESI allotment letter 5. Labour License
9	Tender Issuing and Receiving Authority	Principal Delhi Public School, Paradip Refinery, IOCL Refinery Township, Paradip-754141
10	Last date of submission of tender	**28.11.2026** up to **5.00 PM** at DPS Paradip Refinery, Principal office, PO- Paradipgarh, Via-Kujang, Dist-Jagatsinghpur, Pin-754141
11	Mode of submission	Tender shall be submitted in two bids Technical Bid and Price Bid in a sealed envelope super scribed with the name of work, Tender No (NIT), Date of opening and bidders name and address and e-mail id.
12	Earnest Money Deposit (EMD)	Rs 60,000/- to be deposited by DD in favour of Delhi Public School, Paradip Refinery, Payable at Paradip or in form of bank guarantee from a schedule bank. Registered MSMEs are exempt from EMD.
13	Tender opening date	Date for opening of tender **30.11.2024 at 11.00 AM.** A representative of tenderer can be present at the time of opening the Tender form.
14	Goods Service Tax	GST is exempted.

15	Minimum value of completed single work order	Against completed value of similar work, the intending tenderer must have executed as main or as sub-contractor (i) Three (03) similar completed works each costing not less than the amount equal to **Rs. 17.93 Lacs** OR (ii) two (02) similar completed works each costing not less than the amount equal to **Rs. 23.91 Lacs** OR (iii) one (01) similar completed work costing not less than the amount equal to **Rs. 29.89 Lacs** within the qualifying period i.e., during any of the last 07(Seven) years ending on 31.03.2026 Intending tenderer must submit necessary documentary evidence in the form of detailed Work order (s), schedule of rates, completion certificate(s) clearly specifying the details like description of the work, completed value of the work, starting and completion dates of the job. In case of sub contract jobs, the bidder is to submit a copy of TDS certificates for the job along with their offer. The value of the similar works as indicated above is exclusive of Service Tax. Notes: 1. The completion certificate, submitted by the bidder shall separately indicate the service tax amount included in the value of completed job OR a separate certificate from the respective client, mentioning the service tax amount if any, included in the value of the completed job under consideration should be submitted by the bidder. 2. In case GST amount / component is not specified in the submitted completion certificate, then the amount equivalent to rate of applicable service tax for the subject tender shall be deducted from the value of completed job mentioned in the completion certificate to arrive at the value of the completed job without service tax.
16.	Similar Nature of Work	Similar Work shall mean “Tenderers must have experience for supply of manpower. “
Notes:	**I)**	Tender may be finalized based on credentials submitted along with Techno-commercial bid only without any correspondence with bidders in case of deficient PQ document. Bidders are required to go through the Notice Inviting Tenders (NIT) & Tender Document carefully and enclose all required along with Techno- commercial (unpriced) Bid in order to avoid rejection
	II)	Delhi Public School, Paradip Refinery reserves the right to cancel the tender in part or full / extend the due date of Tender submission etc. without assigning any reason thereof.
	III)	Bidders are to quote their most competitive rates. Delhi Public School Paradip Refinery, Paradip reserves the right to negotiate the rates as and when deemed fit.
	IV)	Legal dispute, if any, shall only be within the jurisdiction of local Court situated at Jagatsinghpur, Odisha
	V)	Use of white/erasing fluid for correcting the rates is banned. Wherever the rates are corrected with white/ erasing fluid, the bids will be summarily rejected.



Date: 20-11-2026

PRINCIPAL
Delhi Public School
Paradip Refinery.