



ODISHA STATE CO-OPERATIVE HANDICRAFTS CORPORATION LTD.

D-2/3 & 4, Industrial Estate, Rasulgarh, Bhubaneswar-751010

Ph-0674-2975390, GSTN:- 21AAAAO0096K2ZQ

E-mail : oschcutkalika@gmail.com

Website: www.utkalikaodisha.in


Letter No. 324

Date 22/01/2026

Short Quotation Call Notice


Sealed quotations are invited from reputed lorry owners/transport operators for hiring of lorry for transportation of materials from Odisha State Co-Operative Handicrafts Corporation Ltd. (Utkalika), D- 2/3 & 4, Rasulgarh Industrial Estate, Rasulgarh, Bhubaneswar-751010 to all District Headquarters of Odisha including loading & un-loading charges. The lorry should be in good running condition with valid permits, insurance, and fitness certificate. Interested parties may submit their quotations along with vehicle details to the undersigned on or before up to 12.30 P.M. on 30.01.2026 by either by Hand or by Speed Post/ Registered Post/ Courier and which will be opened at 4.00 P.M. on the same day. For this purpose, 5.00 Mt. full body cover having body length of 20' (ft) & height of 6' (ft) or more is required. Bids received by any other mode or after scheduled date and time shall not be entertained. For more details, please visit official website of Utkalika www.utkalikaodisha.in.

The authority reserves the right to accept / reject any or all quotations without assigning any reason thereof.


22.1.2026
General Manager

Memo No. 325 Date 22/01/2026

Copy to Office Notice Board / Website www.utkalikaodisha.com/
www.utkalikaodisha.in for wide circulation.


22.1.2026
General Manager

Tender Call Notice for providing transportation to Utkalika for supplying of wedding gifts to different districts

Sealed tenders (Two Bid System) are invited from reputed, experienced, and financially sound transporters/firms for transportation of MKBY wedding gift packages from Utkalika Head Office, Bhubaneswar to all 30 District Headquarters in Odisha.

1. Scope of Work:

Transportation of MKBY wedding gift packages (500-1000 kg per district batch) from Utkalika HO to District Head Quarters.

2. Data sheet

Particulars	Details
Name of Work	Transportation of MKBY Gift Packages
Estimated Value	As per requirement
Tender Fee	Rs. 1,000/- (Non-refundable)
EMD	Rs. 20,000/-
Contract Period	One year (extendable)
Last Date of Submission	30.01.2026, 12:30 PM
Date of Opening of technical bid	30.01.2026, 03:00 PM
Date of Opening of financial bid	30.01.2026, 04:00 PM

3. Eligibility Criteria:

The bidder shall be a registered transporter/firm with:

- Minimum three (3) years' experience in goods transportation across Odisha
- Valid PAN, GST registration, Valid Trade license
- No blacklisting by any Government/PSU organization in last 5 years
- Minimum 5 tons covered vehicles (500-1000 kg capacity) with valid RC, insurance, fitness, PUC
- Average annual turnover Rs.20 lakhs (FY 2023-24 & 2024-25)

Key Requirements:

- Delivery to the point of destination of the concerned district within 02 days.
- 100% transit insurance will be borne by Utkalika. However, the transporter shall provide all necessary documents / certificates for lodging Insurance Claims.
- GPS tracking system may be preferable.
- Proper loading/unloading, packaging done by the agency.
- Compliance with Motor Vehicles Act & traffic rules

4. Technical Bid – Documents Required:

- Registration Certificate of firm.
- PAN, TAN & GST Registration.
- Experience Certificates (3+ similar types of contract jobs)
- List of vehicles with RC, insurance, permit & fitness certificates.
- Driver details with valid driving licenses.
- Chartered Accountant certified turnover certificates (FY 2023-24 & 2024-25).
- Undertaking towards non-blacklisting of transporter.
- EMD of Rs. 20,000/- (Bank Draft in favour of **Odisha State Co-operative Handicrafts Corporation Ltd.**, issued by any Nationalized Bank payable at Bhubaneswar) which is refundable to the unsuccessful bidders.
- Income Tax returns (ITR) for last 03 years.(2022-23, 2023-24, 2024-25)

5. Financial Bid (BOQ Format)

Sl. No.	Description of Item	Unit	Distance Slab	Rate (₹) (Excl. GST)	GST (%)	Amount (₹)
1	Transportation of Wedding Gift Packages including loading & unloading, fuel, tolls and all incidental charges	Per Trip	Bhubaneswar& nearby areas (0–100 km)			
2	-do-	Per Trip	101 km to 250 km			
3	-do-	Per Trip	251 km to 400 km			
4	-do-	Per Trip	Above 400 km			

Important Conditions:

1. Rates quoted by the firm shall be **inclusive of fuel, tolls, loading/unloading charges** and all other incidental expenses **excluding GST**.
2. **GST shall be paid by the agency** as applicable, on production of valid tax invoice.
3. No escalation of rates shall be permitted except fuel price adjustment as per clause 8 during the contract period.

Mode of Submission:

Sealed tenders will be received in two separate envelopes superscribed “Technical Bid” and “Financial Bid” respectively, either by hand or by Registered Post/Speed Post/Courier, at the office of **The Managing Director, Odisha State Cooperative Handicrafts Corporation Ltd. (Utkalika)**, Head Office, D-2/3&4, Industrial Estate, Rasulgarh Bhubaneswar - 751010, on or before 30.01.2026 by 12:30 PM.

6. Payment Terms

Payment may be made after successful delivery of goods & receipt of certificate to this regard from the receiving authority and submission of bills duly certified by the concerned officer of W&CD.

7. Penalty Clause

- In case of delay in reporting of the vehicle or delay in delivery of consignments beyond the stipulated time schedule, a penalty shall be imposed, subject to a **maximum of 100% of the value of the work/order**.
- In the event of **wilful delay, misrepresentation, or submission of misleading information**, the Competent Authority shall be at liberty to initiate **appropriate legal action** against the transporting agency, in addition to imposing penalties as per rules.

8. General Conditions of Contract

- Performance Security: 2% of annual contract value
- Contract Period: 12 months (extendable by 6 months)
- Rate Validity: 12 months; fuel adjustment for hikes >10%
- Jurisdiction: Courts at Bhubaneswar, Odisha
- Transportation company has to submit certificate against damage and burglary for transit insurance claim.
- **Utkalika reserves right to accept/reject any/all tenders.**
