



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.utkaliaodisha.in

Tender No.: 2784

Date: 04/06/2026

INVITING TENDER FOR PROCUREMENT OF BRASS & COPPER SHEETS (18, 20 & 22 GAUGE)

Sealed quotations/tenders are invited from reputed manufacturers /suppliers / authorized dealers for supply of Brass & Copper Sheets of 18, 20 & 22 Gauge for usage as raw materials by artisans under Odisha State Co-operative Handicrafts Corporation Ltd. (Utkalika). D- 2/3 & 4, Rasulgarh Industrial Estate, Rasulgarh – 751010.

Interested bidders may submit their sealed tender in the prescribed format within the stipulated date and time. The detailed tender paper can be downloaded from our website www.utkalikaodisha.com. The last date of receipt of bids is 29.06.2026 by 3.00 PM.

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

sd/-
General Manager

TENDER DOCUMENT FOR PROCUREMENT OF BRASS & COPPER SHEETS (18, 20 & 22 GAUGE)

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Schedule of Tender

Sl. No.	Particulars	Date & Time
1	Date of Issue of Tender Paper	_____ 06.06.2026
2	Last Date & Time for Submission	_____ 29.06.2026 at 3.00 PM
3	Date & Time of Opening of Tender	_____ 29.06.2026 at 5.00 PM
4	Place of Opening of Tender	Office of the Managing Director, OSCHC Ltd. (Utkalika), Rasulgarh, Bhubaneswar.

Scope of Supply

The supplier shall supply Brass & Copper Sheets of the following specifications:

Sl. No.	Description	Gauge	Approximate Quantity
1	Brass Sheet	18 Gauge	_____ 200kg _____
2	Brass Sheet	20 Gauge	_____ 800 kg _____
3	Brass Sheet	22 Gauge	_____ 300kg _____
4	Copper Sheet	20 Gauge	_____ 250kg _____
5	Copper Sheet	22 Gauge	_____ 200 kg _____

The quantity may increase or decrease depending upon the requirement of the Corporation.

Technical Specifications

1. The Brass/Copper Sheets should be of superior commercial quality suitable for handicraft and artisan works.
- 2.. The material should be:
 - o Free from rust, corrosion, cracks, dents, laminations and edge defects.
 - o Smooth, uniform and properly finished.

- Suitable for engraving, embossing, shaping and polishing works.
3. The sheets should possess:
 - Uniform thickness throughout the sheet.
 - Proper flexibility and malleability.
 - Good polishing quality without surface peeling.
 4. Approximate gauge thickness shall be:
 - 18 Gauge : Approx. 1.2 mm
 - 20 Gauge : Approx. 0.9 mm
 - 22 Gauge : Approx. 0.7 mm
 5. Preferred sheet size:
 - 2 ft × 4 ft or equivalent commercial size.
 6. The bidder shall clearly mention:
 - Gauge/Thickness
 - Sheet size
 - Brand/Manufacturer
 - Net weight per sheet
 - Rate per Kg./Sheet
 7. The supplied materials should be accompanied with:
 - Manufacturer's Quality/Test Certificate wherever applicable.
 - Delivery Challan and Tax Invoice.
 8. Materials should be properly packed to avoid scratches, bends and transit damage.

Eligibility Criteria

The bidder must:

1. Be a registered manufacturer/supplier/authorized dealer.
2. Possess valid GST Registration Certificate.
3. Submit PAN Card and Trade License/Firm Registration Certificate.
4. Have experience in supply of brass/copper/metal sheets or related materials.
5. Submit bank account details for payment purpose.

Terms & Conditions

1. The rates quoted shall remain valid for a period of 90 days from the date of opening of tender.
2. The materials shall be delivered within 30 days from the date of issue of supply order.
3. Delivery shall be made at the Central Store/Godown of OSCHC Ltd. (Utkalika), Rasulgarh, Bhubaneswar or any location specified by the Corporation.
4. Transportation, loading and unloading charges shall be borne by the supplier.
5. GST and transportation charges should be indicated separately in the quotation.

6. Payment shall be made after successful delivery, inspection and acceptance of materials by the Corporation.
7. No advance payment shall be made.
8. Any defective or substandard materials shall be rejected and must be replaced by the supplier within 7 days at their own cost.
9. The Corporation reserves the right to accept or reject any or all tenders without assigning any reason thereof.
10. In case of delay in supply, the Corporation reserves the right to cancel the supply order.

Inspection Clause

1. The supplied materials shall be inspected by the authorized committee/officials of the Corporation.
2. The decision of the inspection committee regarding quality and specification shall be final and binding on the supplier.

Documents to be Submitted

The bidder shall submit self-attested copies of the following documents:

1. GST Registration Certificate
2. PAN Card
3. Trade License/Firm Registration Certificate / UDYAM certificate
4. Experience Certificate, if any
5. Bank Account Details
6. Authorization Certificate (in case of authorized dealer)

Earnest Money Deposit (EMD)

The bidder shall submit an EMD of **Rs. 1000/-** in shape of Demand Draft/Banker's Cheque drawn in favour of "**Odisha State Co-operative Handicrafts Corporation Ltd. (Utkalika)**" payable at Bhubaneswar.

Submission of Tender

The sealed tender super-scribed as:

"Tender for Supply of Brass & Copper Sheets (18, 20 & 22 Gauge)"

should be addressed to:

The Managing Director
OSCHC Ltd. (Utkalika)
D-2/3 & 4, Rasulgarh Industrial Estate,
Bhubaneswar - 751010

The tender should reach the office on or before the stipulated date and time.

Managing Director
OSCHC Ltd. (Utkalika)
Bhubaneswar