Seven Sisters Development Assistance (SeSTA)

A society registered under Societies Registration Act. XXI of 1860.
Registration No: KAM(M)/240/A-28/431

Ref. no. SeSTA/543/2025-26

TENDER DOCUMENT FOR SUPPLY OF CONSTRUCTION MATERIALS

Tender Fee Rs. 1,000/- (non-refundable)

Date of Tender Publishing:	21/11/2026 at 13:00hrs
Last date of Tender submission:	27/11/2026 at 17:00hrs
Opening of Technical Bids:	28 /11/2026 at 10:00hrs
Opening of Financial Bids:	28/11/2026 at 10:00hrs

Seven Sisters Development Assistance (SeSTA) is a culmination of efforts to initiate development work to empower communities in remote rural areas of NE India. Registered in the year 2011, under Societies Registration Act (SRA),1860. SeSTA was conceived to put systematic effort for socio-economic development of NE by building capabilities of poor communities, promoting and strengthening their institutions to facilitate them out of poverty and meaningfully participate in the global economy.

SeSTA collectivizes women to form Self Help Groups (SHGs), builds their capabilities and strengthens livelihood systems to alleviate mass poverty in far flung villages of Northeast India. Scientific agriculture interventions in food crop and vegetable crops, Natural Resources Management and supporting the intensification and diversification of other livelihoods portfolio like goat rearing, piggery, fisheries, mushroom cultivation, access to clean energy, work on gender justice and governance has helped economically and socially empower communities in these villages.

Seven Sisters Development Assistance (SeSTA) invites for tender for supplying PPC cement & TMT Bar as per specifications mentioned in Annexure 2 (a) & 2 (b). The bidding documents should be submitted through SeSTA official website in the address www.sesta.org/tenderrfq/ on or before the stipulated date and time. The technical bid and the financial bid must be in arranged as separate file with name "**Technical Bid - (name of suppliers)**" and "**Financial Bid - (name of suppliers)**" and both files must be uploaded separately in respective folders/section to upload.

NOTICE INVITING TENDER

A. General Details and Conditions

1. E- bids are invited by Seven Sisters Development Assistance (SeSTA), Guwahati, Assam from experienced bidders who have authorized licenses, certificates of dealership and financial capability to supply the below work mentioned.

a)	Name of the work:	i. Supply of construction materials – Cement, Sand, Stone Chips, TMT Bars, GI Sheets and other related accessories
b)	Estimated cost of construction work:	Approximate Rs 18,00,000/- (Eighteen lakhs only)
c)	Cost of tender documents Draft (DD)	Rs 1,000 (Rupees five only) payable in the form of Demand or online money transfer NEFT/IMPS mode in favour of "SeSTA Main" payable at Bongaigaon. (Non-Refund able)
d)	Account Details:	Bank Name: SeSTA Main Bank Account Number: 1501104000033868 IFSC: IBKL0001501
e)	Period of Supply:	1 (one) Month

f) Validity of Bid: 30 days

g) Place of submission www.sesta.org/tenderrfq/

h) Email address: procurement@sesta.org

i) Tender document may be downloaded from the website www.sesta.org/tenderrfq/

j) If a Holiday falls on any of the schedule date, then the schedule date (submission & opening both) shall be considered on next working day.

k) The tender should be submitted in accordance with the instructions and conditions and any tender not conforming thereto is liable to be rejected. The instruction shall form the part of the tender and contact. The tender shall be complete with all documents. The tender received without tender fee and EMD shall be rejected outright.

B. Eligibility of the supplier:

1. The bidder should be a Proprietorship firm/ Partnership firm. *Copy of Trade License/Partnership Deed or any other relevant document, as applicable, should be submitted along with a copy of address proof.*

2. The bidder should not be insolvent, in receivership, bankrupt or being wound up, not have had their business activities suspended and not be the subject of legal proceedings for any of the foregoing. An undertaking by the bidder should be submitted.

3. Average Annual Financial Turnover during the last two years, ending 31st March 2025, should be at least 80% of the estimated cost of the work. *(Please submit Audit Report (Balance Sheet and Profit & Loss Account) for the last two financial year's i.e. from 2023-24 & 2024-25).*
4. Bidder should not be blacklisted/ debarred by any government/ semi government department/ PSU. (please submit 'No conviction undertaking')

5. The bidder should give an undertaking on the letter head that all the documents/ certificates/ information submitted by them against the tender are genuine. In case any of the documents/ certificates/ information submitted by the bidder is found to be false or forged, action as deemed fit may be initiated by Seven Sisters Development Assistance (SeSTA) at its sole discretion

6. The Bidder should be registered for GST and PAN Number (Submit copy of GST and PAN Card)

7. Bidder should not incur any loss in last two financial years.

C. Scope of Work

The scope of work includes all required materials to be supplied for proper completion of the work titled as "Supply of Construction Materials at Karbi Anglong, Assam" as directed by Seven Sisters Development Assistance (SeSTA) in charge in accordance to the standard technical specifications of this tender.

Note:

1. For detailed scope of work, please refer Annexure – 1

2. The bidders, at their own responsibility/cost/risk, are advised to visit and examine the site of works and obtain all information that may be necessary for preparing the bid and entering into a contract for execution of the works. It shall be deemed that the bidder has gone through the tender document and got fully acquainted with the specifications/other prevalent conditions/price fluctuations and has taken all the factors into account while bidding.

D. Instruction to bidders

1. Bidder to bear the cost of purchasing the tender

The Bidder shall bear all costs associated with the preparation and submission of the bid. The Employer in any case will not be responsible or liable for these costs regardless of the conduct of the bidding process.

2. Bid documents

Bid document includes: -

1. Technical Bid Documents (Annexure 1)
2. Financial Bid Documents (Annexure 2 (a) & 2(b))

3. Notification of tender results

i. The tender results will be declared withing 3 days of opening of the tender opening date. The successful bidder will be sent Purchase Order (PO) through email.

4. Issue of letter of intent

i. The issue of Letter of Intent/acceptance of Purchase Order by the bidder shall constitute the agreement of supplying the materials

ii. The bidder shall within 03 days of receiving of Purchase Order give its acceptance along with cancelled cheque/copy of passbook

5. Cancellation of letter of intent

Failure of the successful bidder to comply with the requirement of acceptance of Purchase Order in time shall constitute sufficient ground for the cancellation of the acceptance of Purchase Order, in which case Employer may make the offer to any other bidder at the discretion of the Employer or call for new bids.

6. Post bid clarifications

No post bid clarification at the initiative of the bidders shall be entertained and any effort by the bidders to influence the Employer in the Employer's bid evaluation, bid comparison or award of the contract shall result in rejection of the bid.

7. Financial Bid Documents

The financial bid has to be quoted at per the attached format. **(Annexure 2(a) & 2(b))**

8. The Bidder's name stated on the proposal shall be the exact legal name of the firm.
9. The prices quoted must be inclusive of all taxes, loading & unloading, and transportation charges and Materials cost at the said address – Diphu & Langhin Bazar, Karbi Anglong, Assam. Exact details of the locations for delivery of materials will be communicated by SeSTA Karbi Anglong Team with the selected Bidder.
10. The bidder should attach users list with their contact details including address, email id and

phone number.

11. The bidder should sign at each page of the technical and financial bid documents and all its annexures. No page should be removed/detached from the tender document.

E. Additional Information

a. Seven Sisters Development Assistance reserve the rights to cancel the tender process/all bids without giving any reasons. It will have no liability to the affected bidder or bidders or any obligation to inform the affected bidder or bidders of the grounds for such actions (s).

b. The evaluation of the bids shall be based on the scoring sheet given as **Annexure-3.**

c. Formulation will be used to determine the combined final evaluation score of both the technical and financial proposal. Proposal will finally be ranked according to their combined technical (Tb) and financial (Cb) Scores as follows:

   i. **Bb=(0.6*Tb+(0.4)*(Cmin/Cb)*100, Where**
   ii. **Bb=Overal Combined score of bidders under consideration (calculated up to two decimal points).**
   iii. **Tb=Technical score of the bidder under consideration.**
   iv. **Cb=Financial bid value of the bidder under consideration.**
   v. **Cmin=Lowest financial bid value among the financial proposal under consideration.**

d. The tender document doesn't purport to contain all the information bidders may require. They should conduct due diligence, check the information accuracy, reliability, and completeness and obtain independent advice from appropriate sources. The information given is not intended to be an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. The procuring entity its employees and other associated agencies accept no responsibility for the accuracy or otherwise for any interpretation or opinion on law expressed herein.

Annexure 1

Technical Bid Document

Sl. No.	Eligibility Criteria	Enclosed	Enclosure No.
1	Registered firm/proprietorship or any legal entity **(Registration Certificate/Trade License)**	**Yes/No**	
2	Bidder should not be insolvent, bankrupt, etc. **(Self-Undertaking)**	**Yes/No**	
3	Annual turnover from the supply business – annual audit reports for last two Years (2023-24 & 2024-25)	**Yes/No**	
4	GST Registration (Copy of GST & PAN)	**Yes/No**	
5	Not blacklisted/debarred by Govt., PSUs, Semi Government etc.	**Yes/No**	
6	Tender fee & **EMD receipt** (Receipts of money deposit)	**Yes/No**	

Sl. No.	Other documents Document	Enclosed	Enclosure No.
7	The forwarding letter of the tender	**Yes/No**	
8	Financial bid document	**Yes/No**	

***Compulsory**

(Signature)

Date:

Office Seal

Annexure 2 (a)

Scope of work

1. TECHNICAL SPECIFICATIONS

1.1 TMT Bars, MS Square Pipe and Bars

- Grade: **Fe550 & above**
- Branded steel only (TATA, JSW)

1.2 Cement

PPC Cement

Additional Conditions:

- Cement must be **fresh stock**
- Manufacturing date must not exceed **30 days**
- Standard **50 kg sealed bags**
- Brand Product (Dalmia DSP, Star Cement. Black Tiger)

1.3 Roof Tin / GI Sheets

- Corrugated Galvanised Iron (CGI) Roofing Sheets.
- Brand: Only ISI-marked branded roofing sheets (Rhino, Dyna Roof or equivalent) will be accepted
- Uniform zinc coating with adequate corrosion resistance.
- Sheets must have a uniform surface, free from rust, dents, cracks, peeling or other visible defects.
- Length, width and profile must conform to the specifications mentioned in the materials list.
- Sheets must be new, unused and manufactured in accordance with applicable BIS standards.

Annexure 2 (b)

Financial bid document

To,

Program Director,
Seven Sisters Development Assistance (SeSTA)
Guwahati, Assam.
Sub: Tender document for supply of Construction Materials

Dear Sir/Madam,

Please find the best possible quotation for supply of the listed items as follows: -

ITEM	DESCRIPTION	Specifications	Brand	Unit	Total Quantity	Unit Cost	Total Cost
1	Roof Tin / GI Sheet – 9x3	9ft sheet (WP, GI); 0.45mm (HC) P. BLUE ISI Mark	Rhino, Dyna Roof	Pcs	18		
2	Roof Tin / GI Sheet – 10x3	0.45mm P. BLUE ISI Mark	Rhino, Dyna Roof	Pcs	107		
3	Roof Tin / GI Sheet – 12 ftx3	Thickness 0.45mm, P. BLUE ISI Mark	Rhino, Dyna Roof	Pcs	36		
4	Roof Tin / GI Sheet – 13 ftx3	0.45mm P. BLUE ISI Mark	Rhino, Dyna Roof	Pcs	100		
5	Roof Tin / GI Sheet – 15 ftx3	0.45mm P. BLUE ISI Mark	Rhino, Dyna Roof	Pcs	8		
6	Rod/Reinforcement –10 mm	Rod Bar TMT 10 mm / Grade: Fe550 & above	JSW/Tata Steel	Kg	1,591		
7	Rod/Reinforcement – 8 mm	Rod Bar TMT 8 mmm / Grade: Fe550 & above	JSW/Tata Steel	Kg	140		
8	Stirrups / Coil	6mm - Coil / Carbon Steel / No.1 quality	JSW/Tata Steel	Kg	656		
9	Plain Sheet	Plain sheet - 3mm	JSW/Tata Steel	Kg	130		
10	MS Square Bar	Square bar 12x12 MM	JSW/Tata Steel	Kg	450		
11	MS Square Pipe	Square pipe 75x75 MM	JSW/Tata Steel	Kg	130		
12	MS Square Pipe	MS PIPE 88OD 28 KG 5.3 mm	JSW/Tata Steel	Pcs	55		
13	MS Square Pipe	MS Pipe 48OD 19 KG 5.3 mm	JSW/Tata Steel	Pcs	1		
14	PVC Pipe	4-inch, 110 mm / IS 4985 Class 3 (6 kgf/cm²)	Supreme / Finolex	Metres	118		
15	CPVC Pipe 1 Inch (25 mm)	CPVC Pipe 1 Inch (25 mm)	Supreme / Finolex	Meters	105		
16	Water Taps	PTMT (WP); Superior Plastic Long Body Taps with Foam Flow, wall mount with wall flange & Teflon tape (LP)	Jhonson / Plantex / Jagger	Pcs	73		

17	PVC Socket	1 inch	Supreme / Finolex	pcs	10		
18	PVC Elbow	1 inch	Supreme / Finolex	pcs	15		
19	CPVC	Cpvc Pipe 1"	Supreme / Finolex	Pcs	10		
20	CPVC Elbow	CPVC Elbow 1"	Supreme / Finolex	Pcs	14		
21	CPVC Socket	CPVC Socket 1"	Supreme / Finolex	Pcs	15		
22	CPVC Tee	CPVC Tee 1"	Supreme / Finolex	Pcs	16		
23	CPVC Brass Elbow	CPVC Brass Elbow 1X1/2"	Supreme / Finolex	Pcs	12		
24	CPVC Brass	CPVC Brass FTA 1X1/2"	Supreme / Finolex	Pcs	3		
25	CPVC Brass	CPVC Brass MTA 1X1/2"	Supreme / Finolex	Pcs	3		
26	Wash Basin (with accessories)	Wall mounted ceramic basin	Jhonson / Plantex / Jagger	Nos	2		
27	Cement	Dalmia	Dalmia / Star Cement/ Black Tiger	Bags	722		
28	Bricks	No.1	_	Pcs	26,900		
29	Sand	Sand (medium)	_	Cft	6785		
30	Stone Chips	Stone chips	_	Cft	2040		
31	Bolder	For retaining wall		Dumper	8		
32	Wall Putty	Waterproof cement putty (Premium) - 40 kg bag	Asian Paints /Dulux/Nerolac	Bags	65		
33	Primer - white	White Interior Wall Primer (Water-Based)	Asian Paints /Dulux/Nerolac	Litres	160		
34	Oxford Blue	water-based high-sheen exterior acrylic emulsions	Asian Paints /Dulux/Nerolac	Litres	140		
35	Golden Yellow	Asian Paint Apcolite Premium Enamel Paint	Asian Paints /Dulux/Nerolac	Litres	130		
36	Golden Brown	Asian Paint Apcolite Premium Enamel Paint	Asian Paints /Dulux/Nerolac	Litres	130		
37	Distemper	Acrylic Distemper Paint	Asian Paints /Dulux/Nerolac	Liters	50		
38	Roler Brush	Roller 9 Inc		Nos	26		
39	Paint brush	Brush B1 - 2"		Nos	4		
40	Paint Brush	Brush B1 - 3 Inc		Nos	22		
41	Paint Brush	Brush B1 - 4 Inc		Nos	24		
42	Switch	Modular switches, 6A/16A as required	Anchor by Panasonic, Havells, Legrand	Nos	48		
43	Socket	3-pin modular socket, 6A/16A	Anchor by Panasonic, Havells, Legrand	Nos	24		
44	Ceiling Fan	1200 mm sweep, 3 blades	Havells, Orient Electric, Usha, Bajaj	Nos	18		
45	0.9 mm Pipe	PVC electrical conduit, 0.9 mm wall thickness	Supreme, Finolex,	Nos	83		
46	1.5 mm Bicon Wire (90 mtr)	1.5 sq. mm copper, FR/FRLS insulated, 90 m coil	Havells, Finolex,	Nos	12		
47	12W LED Light 12	12W LED, 220–240V		Nos	26		
48	PVC Cutting Board	PVC electrical switchboard mounting plate	Supreme, Prince, Finolex or equivalent	Nos	12		

3. Cost in Words
Total Amount in Words: INR
_____

4. Declaration
I/We hereby confirm that the above financial bid is valid for a period of _____ days and includes all applicable taxes, duties, and charges unless otherwise mentioned.

Signature of Authorized Signatory: _____

Name: _____

Designation: _____

Date: _____

Seal: _____

Annexure-3

Scoring

Sr. No.	Criteria	Full Score
1	**Experience in Years** (based on establishment) >5 years – 10 points 2 to 5 years – 7 points <2 years – 3	10
2	**Average Turnover in last 2 years** >Rs. 30 Lakhs – 10 points 30 to 15 Lakhs – 7 points <15 Lakhs – 5 points	10
3	**Timelines for delivery of materials/services/Assignment** (days includes non-working days as well • Within 21 days from the date of receipt of Purchase Order – 10 points • Within 22-30 days from the date of receipt of Purchase Order – 5 points	10

	• More than 1 Months – 0 points	
4	Financial – Bid Value	60