boyanika

EXPRESSION OF INTEREST

No. 2252 **Dt. 11.09.2026**

Expression of Interest (EOI) in sealed cover is hereby invited from reputed & experienced Transport & Logistics Service Providers for selection of an agency to provide end-to-end **courier, cargo, and logistics services for Boyanika**. The last date & time for submission of application through Registered Post/ Speed Post is **03.10.2026 at 05.00PM.** Refer website for details- **www.boyanika.com**. All the information on this EOI will be available in the above website from 12.09.2026.

Sd/-
Managing Director
Boyanika

EXPRESSION OF INTEREST (EOI)

FOR SELECTION OF A TRANSPORT & LOGISTICS SERVICE PROVIDER

FOR BOYANIKA

ODISHA STATE HANDLOOM W.C.S. LTD. (BOYANIKA)

BOYANA BHAWAN, UNIT-III, KHARAVELA NAGAR, BHUBANESWAR-751001
TEL: (0674) 2395387, E-MAIL: boyanikabbsr@yahoo.in

ODISHA STATE HANDLOOM W.C.S. LTD. (BOYANIKA)

HANDLOOMS, TEXTILES & HANDICRAFTS DEPARTMENT, GOVT. OF ODISHA

EXPRESSION OF INTEREST (EOI) FOR SELECTION OF A TRANSPORT & LOGISTICS SERVICE PROVIDER FOR BOYANIKA

No.2252 **Date: 11.09.2026**

Expression of Interest (EOI) in sealed cover along with requisite documents are invited from reputed & experienced Transport & Logistics Service Providers for selection of an agency to provide end-to-end courier, cargo, and logistics services for Boyanika across various locations in India and abroad.

The Bid Document can be downloaded from the website: www.boyanika.com**.** The bidder has to submit the cost of document i.e., Rs.1,000/- & EMD of Rs.20,000/- both in shape of DD favoring Managing Director, Odisha State Handloom Weavers Cooperative Society Ltd. with the technical bid. The last date of receipt of the sealed offers in the office at Boyanika is up to **05.00PM on dt.03.10.2026** by **Speed Post/ Registered Post** only**.** The "Technical Bids" will be opened at **04.30PM on dt.06.10.2026** in presence of the bidders or their authorized representatives. The "Financial Bids" of qualifying bidders will be opened on suitable date and time under intimation to the qualified bidders.

The bidders have to submit documents as specified along with technical bid in conformity with the detail terms & conditions in bid documents.

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

Sd/-
Managing Director

DATA SHEET

Sl.	Particulars	Details
1	Name of the Client	Odisha State Handlooms W.C.S. Ltd. (Boyanika), Handlooms, Textiles & Handicrafts Department, Govt. of Odisha
2	Method of Selection	Quality-cum-Cost Based Selection (QCBS)
3	Date of Issue of EOI	11.09.2026
4	Deadline for Submission	03.10.2026
5	Date of Technical Bid Opening	06.10.2026
6	Date of Financial Bid Opening	To be intimated to technically qualified bidders separately
7	Bid Document Fee (Non-refundable)	Rs. 1,000/- (Rupees One Thousand) only in shape of DD favoring Managing Director, Odisha State Handloom Weavers Cooperative Society Ltd. drawn in any scheduled commercial bank payable at Bhubaneswar.
8	Earnest Money Deposit (EMD) *Refundable subject to satisfactory performance & compliance to laid down conditions.	Rs. 20,000/- (Rupees Twenty Thousand) only in shape of DD favoring Managing Director, Odisha State Handloom Weavers Cooperative Society Ltd. drawn in any scheduled commercial bank payable at Bhubaneswar.
9	Contact Person	1. Sri Abhisek Nayak Manager- Business Development & Monitoring Contact: +91-8114791599 2. Sri Shakti Prasad Nanda Technical Assistant Contact: +91-9016235887
10	Postal Address for Submission	Managing Director, Odisha State Handlooms W.C.S. Ltd. (Boyanika) Boyan Bhawan, Unit-III, Kharavela Nagar, Bhubaneswar, Odisha-751001 Phone: 0674-2395387 Email: boyanikabbsr@yahoo.in
11	Mode of Submission	Speed Post / Registered Post only to the address as specified at Sl. No 10 during the office hours only. Submission of bid through any other mode and late bid will be rejected.
12	Place of opening of proposal	Chamber of Managing Director, Boyanika
13	Website to visit for download of bid document.	https://www.boyanika.com/tender/

EXPRESSION OF INTEREST (EOI) FOR SELECTION OF A TRANSPORT & LOGISTICS SERVICE PROVIDER FOR BOYANIKA

TERMS OF REFERENCE

1. Introduction

1.1. Boyanika, the Odisha State Handloom Weavers Co-operative Society Ltd., an apex co-operative society functioning under the administrative control of Handlooms, Textiles & Handicrafts Department, Government of Odisha, represents the rich heritage and artistry of Odisha's Handloom sector. Established in 1956, Boyanika serves as a bridge between Odisha's skilled weavers and a global audience, showcasing the unparalleled craftsmanship and cultural ethos of the region.

1.2. Boyanika currently operates through an extensive retail network of 41 sales outlets, out of which 37 are located across various districts within Odisha, three are in Kolkata, and one is in New Delhi. These outlets serve as key touch points for customers to experience and purchase authentic Odisha handloom products. With the growing demand for Odisha handloom products at both national and global levels, Boyanika is actively working towards expanding its presence to other parts of India as well as international markets.

1.3. In addition to its retail operations, Boyanika regularly organizes and participates in local, State-level, national, and international exhibitions and fairs, thereby enhancing market outreach and brand visibility. Further strengthening its reach, Boyanika has established an e-commerce platform, enabling access to its products for handloom enthusiasts across the globe.

1.4. With the increasing volume of transactions and geographical spread of operations, the organization is transitioning towards more digitally enabled and supply chain-driven systems to ensure efficiency and scalability. In this context, and in alignment with modern logistics practices and advanced supply chain management systems, Boyanika requires a reliable, efficient, and professionally managed Transport & Logistics Service Provider.

1.5. The objective is to ensure seamless, timely, and secure movement of documents, merchandise, and bulk consignments across India and abroad, thereby supporting its expanding operational and market requirements.

2. Objective

2.1. The objective of this EOI is to engage a professional logistics partner capable of:

2.1.1. Ensuring pan-India and global connectivity.

2.1.2. Providing time-definite delivery services.

2.1.3. Supporting Boyanika's retail, e-commerce, exhibitions, and institutional supply chain.

2.1.4. Maintaining high service reliability, tracking transparency, and cost efficiency.

3. Duration

3.1. Initially, the engagement shall be for two years from the date of agreement, extendable based on performance of the selected bidder and/or requirement of Boyanika.

4. Scope of Work

The agency is required to provide end-to-end comprehensive logistics services for all aspects of the scope of work for the entire duration of engagement. Majorly, Boyanika requires **Surface Delivery Services** for Domestic purpose and selection process has been aligned accordingly. However, the detailed scope of work includes other modes as well since Boyanika may require such services as well from the same selected bidder. The detailed scope of work, which inter alia includes but is not limited to the following.

4.1. **Domestic Services**

4.1.1. Door-to-door pickup & delivery

4.1.2. Transportation of Documents/ Non-Documents/ Dockets – Consignments from Boyanika to various locations domestic/ international & Return Pickup if required.

4.1.3. Modes: **Surface**, Air (Express), Domestic Priority (DP Mode)

4.1.4. **Boyanika majorly needs Surface mode transportation to various domestic locations**.

4.2. **International Services (Only when required)**

4.2.1. Export shipments (documents & merchandise)

4.2.2. Customs clearance assistance (if applicable)

4.2.3. Freight forwarding (Air Cargo)

4.2.4. Door-to-door international delivery

4.3. **Operational Requirements**

4.3.1. Daily/ On-call pickup from designated locations

4.3.2. Real-time tracking system tracking (through API integration)

4.3.3. Proof of Delivery (POD)

4.3.4. Reverse logistics support

4.3.5. Safe handling of fragile/ high-value handloom items

4.4. **Expected Service Level Terms/ Agreement***

Sl. No.	Service Parameter	Prescribed Standard
1	Pick up against request	Within 24 hours of pickup request
2	Surface delivery – same city	Within 1 working day
3	Surface delivery – intra-state	Within 2–3 working days
4	Surface delivery – inter-state	Within 3–5 working days
5	Air shipment	Within 1–3 working days, subject to destination
6	DP/Postal shipment	As per applicable postal service standard
7	International shipment	As per committed destination-wise transit time
8	Shipment tracking	Real-time/online tracking
9	POD availability	Within 24 hours of delivery
10	Complaint acknowledgement	Within 4 working hours
11	Complaint resolution	Within 48 working hours
12	Lost/damaged shipment reporting	Within 24 hours of detection
13	Monthly MIS	By 7th day of succeeding month
14	Reverse logistics	Within 3 working days of request

***Will be evaluated during Presentation.**

5. Eligibility Criteria

5.1. The bidder has to be a legally constituted entity registered in India under relevant acts and authorized to undertake courier/ logistics/ transportation services.

5.2. The average turnover of the agency in FY 2025-26 & 2024-25 should be at least Rs.500 Cr.

5.3. The agency must have been registered GST, PAN, and relevant statutory bodies.

5.4. The agency must have at least 10 years of experience in courier, logistics & transportation services in India.

5.5. The agency must have completed minimum two assignments of courier, logistics & transportation services to Fashion/ Textile Companies for a continuous period of one year during last 3 yrs. (FY 2025-26, FY 2024-25 & FY 2023-24).

5.6. The agency must have undertaken a minimum one assignment with Central Government/ State Government/ PSUs for a continuous period of one year during last 3 yrs. (FY 2025-26, FY 2024-25 & FY 2023-24).

6. Terms & Conditions for Applying

6.1. This Bid document will be received in sealed cover super scribed "Expression of Interest for selection of a Transport & Logistics service provider for Boyanika" (containing sealed technical bid and financial bid in separate sealed covers) by the office at Odisha State Handlooms W.C.S. Ltd. (Boyanika), Boyana Bhawan, Unit-III, Kharavela Nagar, Bhubaneswar, Odisha-751001 up to 05.00PM on dt.03.10.2026.

6.2. The agencies must submit their proposal by **Speed Post/ Registered Post only** to the address as specified at Sl.No.10 of the DATA SHEET during the office hour only on or before the last date and time for submission of proposal as specified at Sl.No. 4 of the DATA SHEET. Submission of proposal through any other mode and late bid will be rejected. Boyanika will not be responsible for postal delay/ any consequence in receiving of the proposals.

6.3. The agency shall deposit earnest money as prescribed in the EOI as a guarantee of good faith. The amount will be counted towards security for due performance of the contract. In the event of refusal to execute the agreement in schedule time, the same will be forfeited. If the offer of the agency is not accepted, the earnest money will be refunded without any interest.

6.4. Upon selection, the above deposit of agency shall remain as security for the due rendering of services. On successful completion of the event, the same will be refunded as per agreement.

7. Selection of Agency

7.1. The agency will be selected on the basis of Quality cum Cost Based Selection (QCBS) mode with weightage ratio 70:30 (Technical: Financial) assessed by the designated committee.

7.2. The technical bid will be opened first by a designated committee on a pre-decided date and time in presence of the bidders/ their representatives.

7.3. The bidders will be called for interaction with the Evaluation committee where they will present their credentials. The bidders will be required to present their submitted presentation in front of the Evaluation committee for evaluation.

7.4. Only the technically qualified bidders will be notified about the financial bid opening date and time via email.

7.5. The financial bid of the qualified bidders only will be opened by a designated committee on the pre-decided date and time.

7.6. The qualified bidders will be notified of the selection results via email.

8. Technical Bid

8.1. The bidder has to submit the Technical Bid in the prescribed format i.e., Covering letter and other information as per the "Annexure-IV" along with following documents fulfilling the eligibility criteria.

8.1.1. Demand Draft of Rs.1,000/- (Rupees One Thousand) only in favour of Managing Director, Odisha State Handloom Weavers Cooperative Society Ltd., drawn in any scheduled commercial bank payable at Bhubaneswar towards bid document cost.

8.1.2. Earnest Money in form of a demand draft of Rs.20,000/- (Rupees Twenty Thousand) only in favour of Managing Director, Odisha State Handloom Weavers Cooperative Society Ltd., drawn in any scheduled commercial banks payable at Bhubaneswar.

8.1.3. Valid registration certificate of the bidder towards its constitution.

8.1.4. Valid Trade/ Business Licence/ Registration Certificate to undertake courier/ logistics/ transportation services.

8.1.5. GST Registration Certificate and up-to-date returns of the last two financial years (i.e. FY 2025-26 & 2024-25).

8.1.6. CA certified Balance Sheet & documents to be furnished regarding the turnover (FY 2025-26 & 2024-25).

8.1.7. Copy of PAN Card and up to date return copy of Income Tax for the last two financial years (i.e. FY 2025-26 & 2024-25).

8.1.8. Documents as required to show proof of work experience against points mentioned under Points 5.4, 5.5 & 5.6.

8.1.9. Detailed profile of the bidder including the list of dedicated manpower with detailed educational qualification & work experience, to be nominated for this project to work closely with Boyanika, if selected.

8.1.10. Power of Attorney in favour of the person signing the bid on behalf of the bidder.

8.1.11. Undertaking for not having any judicial proceedings pending against the bidder in the court of law. (Annexure-I).

8.1.12. Undertaking in shape of affidavit for not have been blacklisted by any Central/ State Govt/ any autonomous bodies during the recent past (Annexure-II).

8.1.13. Undertaking regarding trueness and correctness of the information submitted by the firm (Annexure-III).

8.1.14. The bid submission checklist (Annexure-VII).

8.2. Bidders shall be required to make presentations of maximum 15 to 20 minutes to demonstrate their credentials and the relevant concepts for the scope of work listed under Pt. 4. The soft copy & hardcopy of the PPT to be submitted in the technical bid. The presentations shall broadly cover the following aspects.

8.2.1. Previous work on assignments of courier, logistics & transportation services for a continuous period of one year during last 3 yrs. (FY 2025-26, FY 2024-25 & FY 2023-24) as per the eligibility criteria mentioned under Point-5.

8.2.2. Detailed Calculation of all Modes of transport & courier delivery services provided by the bidder to various zones as per weight of the Courier and revealing all hidden costs.

8.2.3. Detailed plan of action for Boyanika along with proposed Service Line Agreement.

8.3. Anyone found guilty of furnishing false information shall be blacklisted by the H.T.&H. Department, Govt. of Odisha and EMD or Performance Security or both of such agencies shall be forfeited.

8.4. **Evaluation of Technical Bid:**

8.4.1. The technical bid will be evaluated on the basis of bid documents submitted by the bidders and presentation before the committee considering all aspects of eligibility criteria and experience.

8.4.2. The Technical Bid scoring (TBs) of bidders shall be as per the mark scoring methodology of QCBS method. The committee members shall assess the technical presentation and assign marks.

8.4.3. Scoring Method:

Components	Scoring mode	Max. Marks
Past Work experience: No.s of similar projects undertaken	Must have at least 10 years of experience in courier, logistics & transportation services in India - 15 marks 15 years and above- Additional 5 marks Maximum Marks- 20 marks	**20**
	Must have completed minimum two assignments of courier, logistics & transportation services to Fashion/ Textile Companies for a continuous period of one year during last 3 yrs. (FY 2025-26, FY 2024-25 & FY 2023-24) - 15 marks 03 assignments and above- Additional 5 marks Maximum Marks- 20 marks	**20**
	Min. one assignment with Central Government/ State Government/ PSUs for a continuous period of one year during last 3 yrs. (FY 2025-26, FY 2024-25 & FY 2023-24) - 10 marks	**10**
Technological Capability	Must have Tracking System, Proof of Delivery (POD) & API integration system – 10 marks	**10**
Presentation	Presentation as mentioned under Pt.8.2	**40**
Total		**100**

8.4.4. Bench Mark Score

8.4.4.1. The bidder is required to achieve a min. Bench Mark Score of 70 marks.

8.4.4.2. The bidder securing less than the Bench Mark score will be rejected outright. Only those bidders that have achieved at least the Bench Mark Score in "Technical Bid" evaluation will qualify for opening of their Financial Bids.

9. Financial Bid

9.1. Financial Bid of the bidders who qualified in Technical Bids evaluation will be opened on the scheduled date & time.

9.2. The Financial Bid shall be submitted in the prescribed format (Annexure-VI) clearly indicating zone-wise, weight slab-wise and mode-wise rates for Surface, Air, DP (DoX & DUTS) and International shipments, including all value-added services and applicable GST. The same is to be submitted with the prescribed Covering Letter as per the Annex.-V). Financial bids not conforming to the prescribed format shall be rejected.

9.3. The bidder shall mandatorily disclose all applicable charges including fuel surcharge, volumetric weight formula, ODA (Out of Delivery Area) charges, handling/packing charges, insurance, reverse logistics charges, and any other incidental costs. No charges other than those explicitly declared in the financial bid shall be payable by Boyanika.

9.4. Evaluation of Financial Bids

9.4.1. Financial Bids of the qualified bidders, in achieving the bench mark score of 70 marks in Technical Bid, would be opened on the scheduled date & time.

9.4.2. **The evaluation of the financial bid will be done based only on the financial quote submitted for "Surface Transport Mode – Section A" as mentioned in Annexure VI. For evaluation and comparison, a calculated cost based on the submitted towards "Surface Transport Mode – Section A" covering all zones will be considered to the Financial Bid Amount of each bidder which will be termed as "Evaluated Financial Bid".**

9.4.3. **Since Surface Transport constitutes the predominant requirement of Boyanika, the Financial Bid evaluation shall be based on the evaluated cost of Section A – Surface Transport only. Rates quoted for Air, DP and International services shall not form part of the comparative financial score but shall remain binding on the selected bidder for the duration of the contract and shall be applicable whenever such services are availed by Boyanika.**

9.4.4. The lowest evaluated financial bid will be given a Financial Bid score (FBs) of 100 Marks. The Financial Bid Score of others will be computed as follows

$$FBsl = \frac{100 \times \text{Lowest Evaluated Financial Bid Amount}}{F1}$$

(Fl = amount of evaluated financial bid of corresponding participant)

9.5. Combined and final evaluation

9.5.1. The offers of the qualified bidders will be finally ranked according to their combined Technical Bid Scores and financial Bid Score as follows:

CS = TBs X Tw + FBs X Fw

Where CS is the combined score and Tw & Fw are weightages assigned to Technical Bid and Financial Bid score that shall be 0.70 & 0.30 respectively i.e., in the

weightage ratio of 70:30. Selection of the bidder shall be solely basing on the highest combined score (CS).

9.5.2. In the event of persistent/ material failure of the Selected Service Provider to meet the prescribed SLA, temporary inability to provide services, force majeure, suspension of operations, or any other circumstance adversely affecting continuity of essential logistics services, Boyanika may, as an interim contingency measure, obtain services from another eligible service provider in accordance with applicable procurement provisions, until normal service is restored or an alternative contractual arrangement is made.

9.5.3. The bidder securing the highest combined QCBS score shall be ranked Rank-1 and selected as the **Primary Logistics Service Provider**. The next highest qualified bidder may be placed on a Reserve/ Standby Panel, without any commitment of minimum business or volume.

10. Terms & Conditions for Selected Bidder

10.1. Selected bidder has to abide by any conditions/ alterations as imposed by the authority time to time.

10.2. The selected bidder will nominate a dedicated manager who shall be stationed at Bhubaneswar and shall be responsible for immediate interaction with the Boyanika office at Boyana Bhawan, Unit-III, Kharavela Nagar, Bhubaneswar as and when required.

10.3. The Selected Service Provider shall be responsible for the safe custody, handling, transportation and delivery of consignments from the time of pickup until delivery to the authorised consignee and acknowledgement thereof through valid Proof of Delivery (POD).

10.4. In case of loss, theft, total damage, partial damage, shortage or misdelivery of any consignment attributable to the selected bidder, the selected bidder shall be liable to compensate Boyanika for the actual loss suffered, subject to the liability provisions specified in the Agreement.

10.5. For consignments accompanied by a declared value/ invoice value, compensation shall ordinarily be determined with reference to the declared value/ actual value of the goods, subject to the applicable insurance and contractual liability provisions.

10.6. In case of loss or damage, the Service Provider shall immediately inform Boyanika and shall submit a preliminary incident report within 24 hours and a final claim report within 7 working days.

10.7. In case of misdelivery, the Service Provider shall make all reasonable efforts to recover and deliver the consignment to the correct consignee at its own cost. If the consignment cannot be recovered, the Service Provider shall be liable in accordance with the applicable compensation provisions.

10.8. Payment of compensation by the Service Provider shall not automatically absolve it from other contractual obligations arising from the same default, including applicable service-level penalties. If any loss or damage is caused to Boyanika or its products including its IP rights, usage permissions & data protection, the damage/ loss amount shall be recovered from the unpaid bills or adjusted from the performance security deposit.

10.9. Applicable income tax, shall be deducted at source from all accepted payments, in accordance with the provisions of Income Tax Act, 1961 as amended from time to time.

10.10. Boyanika would not be responsible for arranging fooding, transportation, lodging and boarding either at Bhubaneswar or at any other place for the employees/ vendors of the agency. Arrangements must be made by selected bidder.

10.11. Boyanika does not guarantee any minimum volume, number of consignments or minimum business value during the contract period. Payment shall be made only for actual services availed and accepted.

10.12. The selected bidder can't sublet the assigned work as mentioned under Scope of Work to any other contractor/ agency.

The Performance Security Deposit

10.13. The selected bidder shall have to sign an agreement in Non-Judicial Stamp paper of appropriate value with deposit of Rs.10,00,000/- (Rupees Ten Lakhs only) in shape of Demand Draft in favour of Managing Director, Odisha State Handloom Weavers Cooperative Society Ltd. towards performance security within Seven days after acceptance of the EOI proposal. The Performance Security includes the amount deposited at EMD with the EOI document.

10.14. Failure to comply with the conditions of the agreement shall constitute sufficient ground for the forfeiture of the Performance Security.

10.15. No interest shall be paid on the Performance Security. The Performance Security shall be refunded after successful completion of the engagement period.

10.16. In case of breach of any terms & conditions, the performance security deposit of the selected bidder shall be liable to be forfeited besides annulment of the agreement.

10.17. Contract Negotiation, if required will be held at a date, time and address under intimation to the selected bidder. Representative conducting negotiations on behalf of the bidder must have written authority to negotiate and conclude a contract.

11. Mode of Payment

11.1. The selected bidder will raise & submit Tax Invoice (proper GST invoice with necessary QR Code) monthly after successful delivery of the consignments as assigned/ requested by Boyanika. Accordingly, payment will be released to the selected bidder within 20-30 days of receipt of the Invoice.

11.2. Deduction of tax at source, if applicable, shall be made at the appropriate rate, as per the prevailing law at the time of payment.

11.3. In case of failure to achieve 100% of each deliverable, the Payment shall be made for services actually rendered and accepted by Boyanika, subject to verification of the relevant shipment records, delivery status and applicable SLA/penalty provisions or as decided by Managing Director, Boyanika.

12. Governing Law & Penalty Clauses

12.1. The schedule given for delivery is to be strictly adhered to in view of the strict time schedule.

12.2. Any unjustified or unacceptable delay in delivery may result in the cancellation of the contract for pending activities, with Boyanika reserving the right to complete the remaining work through another agency.

12.3. Boyanika reserves the right to deduct any applicable penalties or costs from payments due or to become due to the selected bidder.

12.4. The payment or deduction of such sums shall not relieve the selected bidder from the obligations and liabilities under the contract of prevailing laws of Government of India/ Government of Odisha.

12.5. In case of delay in delivery attributable to the selected bidder beyond the agreed Service Level Agreement, except where such delay is caused by Force Majeure, Boyanika shall be entitled to levy Liquidated Damages at the rate of 1% of the freight/ service charge payable for the affected consignment for each completed week of delay or part thereof, subject to a maximum of 10% of the freight/ service charge of the affected consignment.

12.6. In cases of loss, misdelivery, theft or damage to a consignment attributable to the selected bidder, the selected bidder shall be liable for compensation/recovery in accordance with the liability and insurance provisions.

12.7. Repeated failure to meet the prescribed SLA, notwithstanding levy of Liquidated Damages, shall constitute a material performance deficiency and may result in issuance of a notice for corrective action and, where the failure is persistent or material, forfeiture of Performance Security Deposit & termination of the contract.

12.8. The decision of the authority placing the contract, whether the delay in development has taken place on account of reasons attributed to the selected bidder shall be final.

12.9. Force Majeure: In case of unforeseen circumstances (natural calamities, Government restrictions, etc.), neither party shall be held liable for failure to perform its obligations if such failure is caused by circumstances beyond reasonable control, including but not limited to natural disasters, war, strikes, pandemics, or government restrictions and the course of action will be decided on mutually agreed terms.

12.10. Dispute Resolution: All disputes arising out of the contract shall be amicably settled by both parties. In the unfortunate event of any dispute or differences, breach and violation relating to the terms of this agreement, the said dispute or difference shall be referred to the sole arbitration of the Arbitrator appointed by Managing Director, Boyanika for the purpose and the said dispute would be resolved as per provisions of Arbitration & Conciliation Act, 1996. The award of the arbitrator shall be final and binding on both the parities. All legal disputes are subject to the jurisdiction of courts in Bhubaneswar.

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Annexure-I

UNDERTAKING

(On the Bidder's Letter Head regarding not having any pending judicial proceedings for any criminal offence)

I, hereby undertake that there is no criminal case pending in any Court of Law against our agency or against the Proprietor/ Director/ Persons to be deployed by our agency.

I/ we further certify that Proprietor/ Director/ Persons to be deployed by our company have not been convicted of any offence in any Court of Law during the recent past. I understand that I am fully responsible for the contents of this undertaking and its truthfulness.

Yours sincerely,

Authorised Signatory
(Signature in full and initials with Date and Seal)

Name and Designation of the Signatory:

Name of the Bidder and Address:

Annexure-II

UNDERTAKING

(On the Stamp Paper of appropriate value in shape of affidavit from the Notary regarding non-blacklisting)

I, hereby undertake that, our agency has not been blacklisted/ debarred by any of the Central Government/ State Government Department/ Office or by any Public Sector undertaking (PSUs) and not blacklisted by any authority during the recent past.

Yours sincerely,

Authorised Signatory
(Signature in full and initials with Date and Seal)

Name and Designation of the Signatory:

Name of the Bidder and Address:

Annexure-III

UNDERTAKING

(On the Bidder's Letter Head regarding trueness of the submitted information)

I hereby declare that all the information and statements provided in the technical proposal are true and correct and I accept that any misinterpretation contained in it may lead to disqualification of our proposal.

Yours sincerely,

Authorised Signatory
(Signature in full and initials with Date and Seal)

Name and Designation of the Signatory:

Name of the Bidder and Address:

Annexure-IV

TECHNICAL BID COVERING LETTER

(ON BIDDER LETTER HEAD)

[Location Date]
To
[Name and Designation of
Tender Inviting Authority]
(Office Address and Location]

Sub:- EOI for selection of a Transport & Logistics service provider for Boyanika (Technical Proposal).

Sir,

I, the undersigned, offer to participate in the tender process to provide services in accordance with your EOI Notice No. 2252 Dated 11.09.2026. We are hereby submitting our proposal via Speed Post/ Registered Post, which includes Technical Proposal sealed in an envelope.

I, hereby declare that all the information and statements provided in the technical proposal are true and correct and I accept that any misinterpretation contained in it may lead to disqualification of our proposal.

I, hereby unconditionally undertake to accept all the terms and conditions as stipulated in the EOI document. In case any provision of this tender is found violated by our agency, then your office shall have the rights to reject our proposal including forfeiture of the earnest money deposit absolutely.

Yours sincerely,

Authorised Signatory
(Signature in full and initials with Date and Seal)

Name and Designation of the Signatory:

Name of the Bidder and Address:

Sl. No.	Specification	Details
1	Name of the Bidder	
2	Name of the Director/ Proprietor	
3	Full Address of Registered Office (if any)	Postal Address:
		Telephone No.:
		Fax No.:
		E-Mail Address:
4	Details of Demand Draft submitted towards Bid Document Cost	DD No:
		Date:
		Amount: (Rs.)
		Drawn on Bank:
5	Details of Demand Draft submitted towards EMD	DD No:
		Date:
		Amount: (Rs.)
		Drawn on Bank:
6	Name & Contact No. of the authorized person signing the bid	
7	Bank Name	Account No.:
		Bank Name:
		Branch Name:
		IFSC:

8. Financial Turnover of the bidder for the last 2 financial years.

Financial Year	Turn over Amount (in INR)	Average Turnover (in INR)
2023-24		
2024-25		

9. <u>Declaration</u>

I, Shri_____, Son/ Daughter/ Wife of Shri _____, Proprietor/ Director/ Authorized signatory of _____ (Name of the Service Provider), competent to sign this declaration and execute this tender.

I have carefully read and understood all the terms and conditions of the tender and undertake to abide by them. The information and documents furnished along with the tender are true and authentic to the best of my knowledge and belief. I am well aware of the fact that, furnishing of any false information/ fabricated document would lead to rejection of our tender at any stage besides liabilities towards prosecution under appropriate law.

(Signature of Authorized Representative with seal)
Place:_____
Date_____

Enclosures:

i. Bid processing Fee in the form of Demand Draft in original.
ii. EMD in the form of Demand Draft in original.
iii. Copy of tender document (each page must be signed and sealed)
iv. Duly filled Technical Bid
v. List of Documents as applicable.

Annexure-V

FINANCIAL BID COVERING LETTER

(ON BIDDER LETTER HEAD)

[Location Date]
To
[Name and Designation of
Tender Inviting Authority]
(Office Address and Location]

Sub:- EOI for selection of a Transport & Logistics service provider for Boyanika (Financial Proposal)

Sir,

I, the undersigned, offer to provide the services for (***insert title of the Service***) in accordance with your EOI Notice No. 2252 Dated 11.09.2026. Our financial price has been attached**.** This amount is inclusive of the taxes applicable as per GST Act. I do hereby undertake that, in the event of acceptance of our bid, the services shall be provided in respect to the terms and conditions as stipulated in the tender document.

Our financial proposal shall be binding upon us subject to the modifications resulting from contract negotiations. I have carefully read and understood the terms and conditions of the tender to provide the services accordingly.

I understand that you are not bound to accept any proposal you receive.

Yours sincerely,

Authorised Signatory
(Signature in full and initials with Date and Seal)

Name and Designation of Signatory:_____

Address of the Bidder:_____

Annexure- VI

FORMAT FOR FINANCIAL PROPOSAL

(Note: Since Surface Transport constitutes the predominant requirement of Boyanika, the Financial Bid evaluation shall be based on the evaluated cost of Section A – Surface Transport only. Rates quoted for Air, DP and International services shall not form part of the comparative financial score but shall remain binding on the selected bidder for the duration of the contract and shall be applicable whenever such services are availed by Boyanika.)

SECTION A: SURFACE TRANSPORT

Weight Slab	East Zone	West Zone	North Zone	South Zone	North East Zone
	₹	₹	₹	₹	
	₹	₹	₹	₹	
	₹	₹	₹	₹	

*Attach the detailed chart of Regions, Zones, & States.

** Attach the applicable rate chart KM & Weight wise.

Surface Calculation formula: _____

Mention all the fixed charges over & above the base rate:

Mention all the Value Added Services & its charges:

Mention all other charges other than above:

Example of Surface Mode Calculation for 75KG (Zone wise) from Boyanika:

Example of Surface Mode Calculation for 150KG (Zone wise) from Boyanika:

Authorised Signatory
(Signature in full and initials with Date and Seal)

Name and Designation of Signatory:_____

Address of the Bidder:_____

SECTION B: AIR MODE TRANSPORT

Weight Slab	East Zone	West Zone	North Zone	South Zone	North East Zone
	₹	₹	₹	₹	
	₹	₹	₹	₹	
	₹	₹	₹	₹	

Air Mode Calculation formula: _____

Mention all the fixed charges over & above the base rate:

Mention all the Value Added Services & its charges:

Mention all other charges other than above:

Example of Air Mode Calculation for 20KG (Zone wise) from Boyanika:

Authorised Signatory
(Signature in full and initials with Date and Seal)

Name and Designation of Signatory:_____

Address of the Bidder:_____

SECTION C: DP MODE TRANSPORT

DoX

Weight Slab	East Zone	West Zone	North Zone	South Zone	North East Zone
0-500gm	₹	₹	₹	₹	
Additional 500gm	₹	₹	₹	₹	

DUTS

Weight Slab	East Zone	West Zone	North Zone	South Zone	North East Zone
0-500gm	₹	₹	₹	₹	
Additional 500gm	₹	₹	₹	₹	

DP Mode Calculation formula: _____

Mention all the fixed charges over & above the base rate:

Mention all the Value Added Services & its charges:

Mention all other charges other than above:

Example of DP Mode Calculation (DoX) for 500GM (Zone wise) from Boyanika:

Example of DP Mode Calculation (DUTS) for 500GM (Zone wise) from Boyanika:

Authorised Signatory
(Signature in full and initials with Date and Seal)

Name and Designation of Signatory:_____

Address of the Bidder:_____

SECTION D: INTERNATIONAL MODE TRANSPORT

DOC

Weight Slab	Zone 1	Zone 2	Zone 3	Zone 4	Zone 5
	₹	₹	₹	₹	
	₹	₹	₹	₹	
	₹	₹	₹	₹	

WPX

Weight Slab	Zone 1	Zone 2	Zone 3	Zone 4	Zone 5
	₹	₹	₹	₹	
	₹	₹	₹	₹	
	₹	₹	₹	₹	

International Mode Calculation formula:

_____

Mention all the fixed charges over & above the base rate:

Mention all the Value Added Services & its charges:

Mention all other charges other than above:

Example of International Mode (DOC) Calculation for 1 KG (Zone wise) from Boyanika:

Example of International Mode (WPX) Calculation for 1 KG (Zone wise) from Boyanika:

Authorised Signatory
(Signature in full and initials with Date and Seal)

Name and Designation of Signatory:_____

Address of the Bidder:_____

Annexure-VII

BID SUBMISSION CHECK LIST

Sl. No	Description	Submitted (Yes/ No)	Page No.
	TECHNICAL BID (ORIGINAL)		
1	Covering letter along with information in Bidders Letter Head (Annexure-IV)		
2	Bid Processing Fee (Demand Draft)		
3	EMD (Demand Draft)		
4	Copy of Incorporation/ Registration Certificate		
5	Valid Trade/ Business Licence/ Registration Certificate to undertake courier/ logistics/ transportation services.		
6	Copy of the GST Registration Certificate and up-to-date returns of the last two financial years (i.e. FY 2025-26 & 2024-25)		
7	Copy of PAN Card and up to date return copy of Income Tax for the last two financial years (i.e. FY 2025-26 & 2024-25)		
8	CA certified audited Balance Sheet & documents to be furnished regarding the turnover (FY 2025-26 & 2024-25)		
9	The copy of Work Completion Certificates/ Work Orders in support of executing similar kind of projects/ assignments as required against points mentioned under Points 5.		
10	Detailed profile of the bidder including the list of dedicated manpower with detailed educational qualification & work experience, to be nominated for this project to work closely with Boyanika, if selected.		
11	Power of Attorney in favour of the person signing the bid on behalf of the bidder.		
12	Undertaking for not having any judicial proceedings pending against the bidder in the court of law (Annexure-I).		
13	Undertaking for not have been black-listed by any Central Govt./ State Govt./ any Autonomous Bodies during the recent past (Annexure-II).		
14	Undertaking regarding trueness and correctness of the information submitted by the firm (Annexure-III).		
15	The bid submission checklist (Annexure-VII).		
	FINANCIAL BID (ORIGINAL)		
1	Covering Letter in Bidders Letter Head (Annexure-V)		
2	Duly filled in Financial Bid (Annexure-VI)		

It is to be ensured that:

All information has been submitted as per the prescribed format only. Each part has been separately bound with no loose sheets and each page of all the three parts are page numbered along with Index Page. All pages of the proposal need to be sealed and signed by the authorised representative.

Authorised Signatory (in full and initials with Date and Seal): _____

Name and Designation: _____