

**DIRECTORATE OF EXPORT PROMOTION AND MARKETING, ODISHA,
RAPTANI BHAWAN, 1ST FLOOR, B.D.A. COMMERCIAL MARKET COMPLEX,
(IN FRONT OF INDRADHANU MARKET), I.R.C. VILLAGE NAYAPALLI, BHUBANESWAR
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No.VIEMM-21/2022(DEPM-RC-MISC-0004-2024)-/655/EPM, Dt. 11.02.2026

To

All Departments of Government / All Heads of Departments /
All State Owned Corporations & Undertakings .

Sub: **Extension of rate contract in respect of store item "Steel Shelving Cabinet (Adjustable type) conforming to IS: No.3312/2021".**

Ref: This Directorate rate contract circulars No.1184/EPM, dt.12.03.2024, No.1892/EPM, dt.03.05.2024, No.3191/EPM, dt.05.08.2024, No.3210/EPM, dt.05.08.2024, No.3558/EPM, dt.23.08.2024, No.3812/EPM, dt.11.09.2024, No.4245/EPM, dt.15.10.2024, No.106/EPM, dt.07.01.2025, No.115/EPM, dt.07.01.2025, No.598/EPM, dt.07.02.2025, No. 901/EPM dt. 07.03.2025, No. 910/EPM dt. 07.03.2025, No. 1542/EPM dt. 04.04.2025, No. 3112/EPM dt.18.07.2025, No. 3579/EPM dt. 20.08.2025, No. 4248/EPM dt. 16.10.2025, No. 4372/EPM dt. 3.10.2025, No. 5356/EPM dt. 17.12.2025

The undersigned is to invite reference to this Directorate rate contract circular cited above and to say that consequent upon renewal of EP&M Registration, the period of validity of rate contract of **01 (One) no.** of MSE in respect of the item **"Steel Shelving Cabinet (Adjustable type) conforming to IS: No.3312/2021"** is hereby extended for supply of the aforesaid item and the rate contract will remain valid up to **dt.10.03.2026** with effect from the date of issue of the circular.

2. The details of the above **rate contract indicating the name of rate contract holding MSEs, EP&M Registration No. Rate contract No., Validity period of EP&M Registration and EP&M rate contract for this store item in favor of the MSE, Annual Production capacity for this store item as per DIC certificate, Description of the store item, Price, terms of delivery and mode of payment etc.** have been indicated in **'Statement-A'** which is enclosed for your reference.

3. The Pre-Delivery Inspection, if required, by the Purchasing Organizations shall be conducted by the Directorate of EP&M, Odisha, Bhubaneswar on payment of inspection fees @ 0.5% of the order value along with the Goods and Service Tax etc. as applicable from time to time. The inspection fees will be paid by the unit at the first instance through Directorate of Export Promotion & Marketing- Online Services (DEPMOS) portal URL <https://depmoisha.nic.in/user/login> before conducting pre-delivery inspection. The fees so paid will be reimbursed to the unit by the Indenting Departments / Offices later on.

4. The ultimate responsibility for ensuring quality of stores supplied shall rest with the Indenting Officers. Where the Indenting Officer is not satisfied with the quality of the stores supplied, he shall send a report immediately to the Director for inspection and testing by the Inspecting Officer or jointly by the Inspecting Officer and the Indenting Officer or his authorized agent.

5. All Departments of Government / Heads of Departments / State Owned Corporations and undertakings including GRIDCO / State Government Statutory Corporations / Boards / Companies / Universities / N.A.C.s / R.D.A.s / Apex Co-Operative Societies / Government Agencies / State Aided Institutions etc. and Offices Subordinate to them are required to purchase their requirement of the aforesaid store item exclusively from the rate contract holding firms of this Directorate at the rate and terms of rate contract without inviting tenders/quotations therefore in accordance with the provisions made in Appendix-6 of the OGFR Vol-II.

6. The Indenting Departments must ensure **submission of valid EP&M Registration Certificate & GST (Goods & Service Tax) Certificate** at the time of purchase of store item.

7. The Purchasing Department should obtain an undertaking from rate contract holders to the effect that after execution of purchase order of the concerned Department, the unit shall not exceed its annual production capacity.

8. This may please be brought to the notice of all sub-ordinate offices for information and necessary action at their level.

9. Receipt of the communication may please be acknowledged.

S. Mishra
DIRECTOR 10/2/26

Memo No. 656 /EPM, Dt. 11.02.2026

Copy forwarded to A.G. (Audit-I) & (Audit-II), Odisha, Bhubaneswar / Principal, A.G. (A&E) Odisha, Bhubaneswar / Senior D.A.G. (Works Audit), Odisha, Dhenkanal Building, Po/Dist-Puri / Resident Audit Officer, Indravati Project, Po-Khatiguda, Dist-Nabarangpur, Odisha for information and necessary action.

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10/02/26
Joint Director (R/C)

Memo No. 657 /EPM, Dt. 11.02.2026

Copy forwarded to All Collectors / General Managers, All District Industries Centers for information and necessary action.

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10/02/26
Joint Director (R/C)

Memo No. 658 /EPM, Dt. 11.02.2026

Copy to Central Government Undertakings in the State/General Manager (Materials), NALCO Bhavan, Nayapalli, Bhubaneswar-751061 Technical Director, NIC, Bhubaneswar for information and necessary action.

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10/02/26
Joint Director (R/C)

Memo No. 659 /EPM, Dt. 11.02.2026

Copy forwarded to the MSE concerned for information and guidance.

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10/02/26
Joint Director (R/C)

Memo No. 660 /EPM, Dt. 11.02.2026

Copy forwarded to All Industries Associations for information and necessary action.

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10/02/26
Joint Director (R/C)

Memo No. 661 /EPM, Dt. 11.02.2026

Copy forwarded to All Testing Laboratories of EPM, / Registration / Inspection / Statistics / Export Marketing / Library / Rate Contract Section / P.A. to Director / News Letter Cell / All Officers / Deputy Director (Marketing) In-charge of Website / Computer Cell / Guard File Rate Contract for information and necessary action.

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10/02/26
Joint Director (R/C)

Memo No. 662 /EPM, Dt. 11.02.2026

Copy forwarded to the Director, O/o- Directorate of Panchayati Raj, Odisha, Bhubaneswar / Director, O/o. Directorate of Elementary Education, Odisha, Bhubaneswar / The I.G. of Police (Procurement) State Police Headquarters, Buxibazar, Cuttack / Director, O/o. Directorate of Technical Education & Training, Odisha, Cuttack/ Director, O/o. Directorate of Industries, Odisha, Cuttack for information and necessary action.

plw
10/02/26
Joint Director (R/C)

Memo No. 663 /EPM, Dt. 11.02.2026

Copy forwarded to the Additional Secretary to Government, MSME Department for information.

plw
10/02/26
Joint Director (R/C)

STATEMENT-A.

Sl. No.	Name of the Rate Contract holding SSI units.	EP&M Regn. No.	Rate contract No.	Validity period of EP&M Regn. Certificate for the item.	Validity period of EP&M Rate contract for the item.	Annual production capacity.
1	2	3	4	5	6	7
1	M/s. M.L. Industries, At. Balisahi (Nuapada) P.o. Madhupatna, Cuttack-753010	0062	04-EM-02/09/ Steel Shelving Cabinet (Steel Almirah) / 2023-24/ 04	10.12.2028	10.03.2026	900 Nos.

P. M.
10/02/26
Joint Director (R/C)

STATEMENT - A.
DRAWING, DESIGN & SPECIFICATION FOR STEEL SHELVING CABINET
(ADJUSTABLETYPE), TYPE-I AS PER IS: 3312 & EPM R/C SPECIFICATION.

1. **SCOPE:** The specification covers the requirements, size, construction and finish of adjustable type, Type – I Steel Shelving Cabinet with hinged doors.
2. **MATERIALS:** The materials used in different components shall confirm to the quality prescribed in relevant IS: specification & E.P.M Rate Contract specification.

COMPONENTS	SPECIFICATION	<u>Rate per each</u>
3. i) Sides, Back, Top & Bottom, Shelves and Doors.	The sides, back, top & bottom, shelves and doors shall be made from Steel sheets not less than 1.0mm thick, material conforming to Grade CR 1 of IS: 513 (Pt.-I).	
ii) M.S. Round	M.S rounds shall conform to Grade E 250 of IS: 2062.	
iii) Screw	Screw shall conform to IS: 1365.	
4. Manufacture	Steel Shelving Cabinet made out of 1mm C.R. sheet with shelves and each shelf shall be supported on four shelf brackets. The brackets shall be made of steel sheeting not less than 1.6mm thick. Door handle, 6 lever lock with 3 way bolting system, one coat of primer and two coats of High gloss texture stipple finish paints of snow white/ off white/grey in colour without stove enamelling of the components conforming to IS: 3312/2021. Width of the pedestal shall be 70mm for small size and 80mm for large size. The pedestal shall not project outside of the cabinet & shall be 125 ±5 mm in height. Overall dimensions in mm/inch. Size in mm	
	i) 1981 (78") (H) x 914 (36") (W) x 483 (19") (D)	Rs.10310.00 (Rupees ten thousand three hundred ten) only
	ii) 1321 (52") (H) x 762 (30") (W) x 432 (17") (D). Four nos. of shelves shall be provided with the Steel Shelving Cabinet for large size & three nos. of shelves shall be provided with Steel Shelving Cabinet of small size.	Rs.6240.00 (Rupees six thousand two hundred forty) only

P. H. S.
10/10/2126
Joint Director (R/C)

5. Design and Dimensions	As per drawing at Annexure – I& II. Tolerance on dimension: i) Linear dimension: ± 5 mm. ii) Tolerance of materials :- May be referred to relevant materials I.S specification	
6. Finish	The various components shall be assembled by means of bolting or welding. Welding should be all along the joint and finished smooth. All the members in the frame shall be free from welding joints except the meeting points. All the steel components shall be finished smooth and coated with two coats of High gloss texture stipple finish paints over an application of one coat of metal primer. Painting shall be uniform snow white/off white/grey in colour. Finish shall be smooth, uniform and free from visible defects.	
7. Warranty	Warranty period in number of years: -5 (five).	

N.B : The specification should be read with the drawing, design and dimension as per enclosed Annexure – I & II.

Terms of Delivery:-

The rate recommended for fresh rate contract is Ex-factory and exclusive of Goods and Service Tax (GST), which may be charged extra as admissible.

In case the contractor fails to execute the order within the prescribed/mutually agreed time schedule liquidated damage @ 0.5 per cent per week of the value of the quantum of materials involved in the delay subject to maximum 2.5 per cent shall be realized from the contractor by the Indenting Officer from the bill as per clause 20(v) of Rules of Rate Contract, 2014.

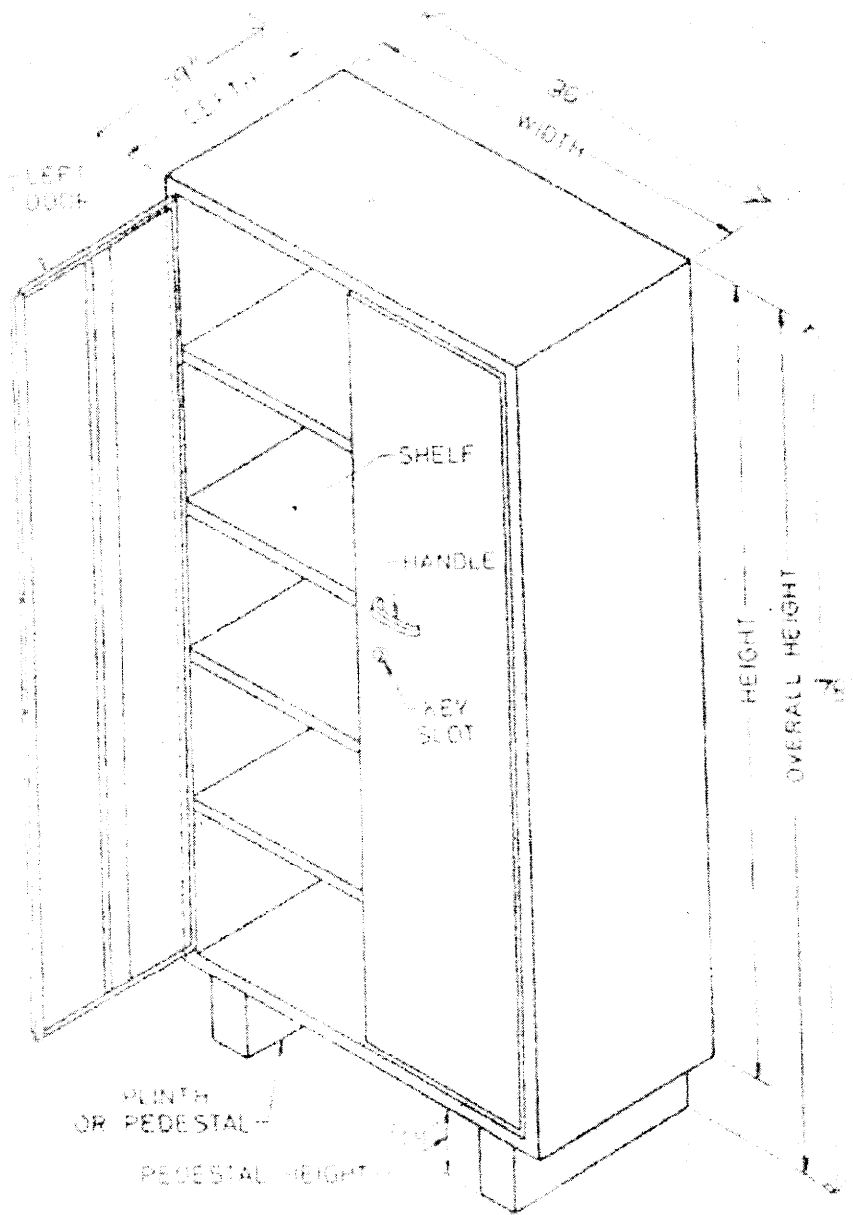
The transportation charges of store items under EPM rate contract will be determined by competent authority of the Indenting office as per Schedule of rate for conveyance of material of Works Department issued vide OM No. 6785 Dated 20.04.2023(Schedule of Rate-2022). This has been approved vide letter No. 649/MSME Dated 22.01.2025 of MSME Department.

The period of delivery of stores may be mutually settled between the indenting officers & the contractor (Rate contract holding MSEs), in emergent cases.

Payment :-

The buyer (Indenting Officer) shall make immediate payment of the dues payable to the suppliers against the supplies made under the rate contract. Payment should be made within 45 days from the receipt of the store failing which the buyer (Indenting Officer) shall be liable to pay the amount with interest thereon as per Section-15 & Section-16 of delayed payment to Micro and Small Enterprises under MSMED Act -2006

File
10/02/26
Joint Director (R/C)



SKETCH OF STEEL SHELVING CABINET

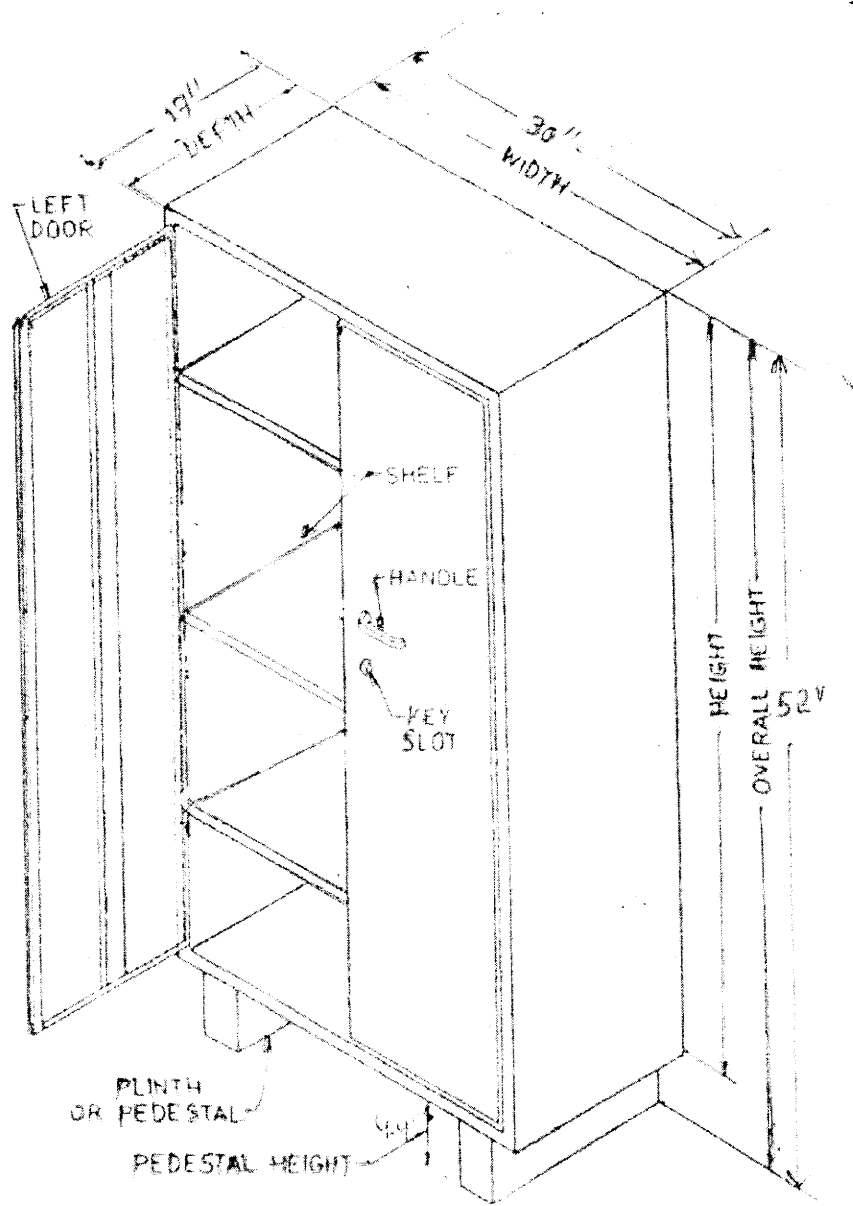
1983 (78") (H) x 914 (36") (W) x 483 (19") (D)
 with four shelves.

J. J. (Franklin)

*(S. Betera)
 at a depth.*

*S.M. (S. Miskin)
 DET, etc.*

[Handwritten mark]



SKETCH OF STEEL SHELVING CABINET

1521 (52" H) X 111 X 762 (30" X W) X 432 (17") (D)
with 3 shelves

JSC
(D. m. d. m.)

(C. Roberts)

RHL
(S. Mishra) DTET, etc.

