

# OFFICE OF THE PANCHAYAT SAMITI, DANAGADI

NO. 5863 Date..01-12-2018

## QUOTATION CALL NOTICE

Quotations are invited from registered Suppliers/ Agencies having valid GSTIN for supply & Installation of Computers/ Laptops/ Xerox Machines etc. to the Panchayat Samiti, Danagadi satisfying the following Terms and Conditions.

SI No	Name of the Items	Specification	No of Units
1	All in One Desktop	Core i3, (6 <sup>th</sup> Gen), 4GB RAM, 1TB HDD, DOS, 21.5" Screen.	4 No's
2	Laptop	Core i3(7 <sup>th</sup> Gen), 4GB RAM, 1 TB HDD, DOS, 2GB Graphics, 64 Bit.	1 No
3	Printer	Color Printer All in One Ink Tank (Print, Scan & Copy), Multipurpose & Refillable.	1 No
4	Printer	LaserJet (B/W) Minimum Speed 25-30 ppm	1 No
5	Photo Printer	Post Card Size (4*6), <i>wireless</i>	1 No
6	Xerox Machine	Multi Function Digital Machine, Leaser prints Technology, Scanning, Duplex, Networking, A3 & A4 paper, Speed 20-25 ppm.	1 No

### Terms & Conditions

1. The Quotations should reach the Office of the undersigned by 5 PM by 15-12-2018 through Regd. Post/ Speed Post/ Regd. Courier and shall be opened on the next working day i.e on 17-12-2018 at 11 AM.
2. The authorized person of the bidder shall be present during the opening process.
3. The Envelope containing the Quotation should be super scribed with "QUOTATION FOR SUPPLY COMPUTERS & LAPTOPS"
4. In case of Printers and Xerox, the Quotationer/ Tenderer should clearly mention the Speed (Paper per Minute) and average printing cost per page.
5. All the items should be made of Reputed Companies.
6. The Quoted price should be included with GST & Installation Charges and valid for one year.
7. The successful Bidder shall supply & install the items within 7 days of receiving the order & provide at least 1 year Replacement and 2 years free service.
8. **No advance** shall be paid. The payment shall be made through NEFT after successful installation. .
9. A sum of **Rs. 5000/- (Five Thousand) only** will be deducted as security Money from the Bill which will be refunded after the Service period of 2 years is over.
10. The undersigned can modify/ cancel the order at any time without assigning any reason thereof.
11. All the discrepancies are under jurisdiction of Civil Court, Jajpur Road.

  
Block Development Officer  
Danagadi

(Cont.....)

Memo No. 5864 . Date 01-12-2018

Copy submitted to the PD, DRDA, Jajpur for favour of kind information and necessary action.

  
Block Development Officer  
Danagadi

Memo No. 5865 . Date 01-12-2018

Copy to the DIO, NIC, Jajpur for information. He is requested to upload the same in the District website for wide publication.

  
Block Development Officer  
Danagadi

Memo No. 5866 . Date 01-12-18

Copy to Tahasildar, Danagadi/ CDPO, Danagadi/ BEO, Danagadi/ Medical Officer, Danagadi/ AAO, Danagadi/ BVO, Danagadi for information and necessary action with a request to display the same in the notice board of their offices for wide publication.

  
Block Development Officer  
Danagadi