

**OFFICE OF THE SUPERINTENDENT
UTKAL BALASHRAM, SAKHA, JAJPUR
AT/PO, DIST- JAJPUR, PIN- 755001**

Phone- 06728-222216; Email Id- utkalbalashram.jajpur@gmail.com

Short Quotation Call Notice No: UB/JPR/ 239 /2019/ dt. 03 /10 /2019

Sealed quotations are invited from the supplier/Co-operative society store/ Agencies supply of 52 Nos. Spelt Box for Utkal Balashram, Jajpur. The quotation paper can be obtained in the Office of the Superintendent, Utkal Balashram, Jajpur during the office hours on any working days between 03.10.2018 to 17-10-2019. by 5 PM. The quotation paper complete in all respect along with documents may be sent in sealed cover by Reg. Post/Speed Post on or before 17-10-2019 at 5 PM. The under signed authority reserves the right to reject/cancel/withdraw any or all quotations without assigning any reason thereof. The details are available in our District website: www.jajpur.nic.in.

03/10/19
Superintendent,
Utkal Balashram, Jajpur
Utkal Balashram
Jajpur Sakha

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Letter No: UB/239 /2019

Date: 03/10 /2019

NOTICE INVITING SEALED QUOTATIONS FOR THE PURCHASE OF 52 Nos. OF SPELT BOX.

Sealed Quotation is invited by the undersigned for the purchase of articles listed below. The quotations should strictly adhere to the terms & Conditions given below.

SPECIFICATION OF ITEMS

SL NO	Item Name	Quantity	Length	Height	Width	Gauge
1	Spelt Box	52 Nos	31.5"	12"	17.5"	0.33mm

The quotation paper for supply of above items can be reached in the O/o Superintendent, Utkal Balashram, Jajpur during office hours on any working day between from 03-10-2019 to 17-10-2019.

The quotation paper complete in all respect along with necessary documents may be sent in sealed cover to the Superintendent, Utkal Balashram, Jajpur by Registered post/speed post on or before 04/06/2019 by 5PM.

The quotation will be opened on 18-10-2019 at 03:00 pm in the O/o District Social Welfare Officer, (D.S.W.O) Jajpur in the presence of the Purchase Committee constituted by Utkal Balashram Jajpur and the bidders or their authorized representatives. The quotations received beyond the date and the time mentioned above shall not be taken into consideration.

ELIGIBILITY CRITERIA

1. Self attested Copy of Up to date GST Certificate (31st March 2019)
2. Self attested Copy of Valid TIN No
3. Self attested photo copy of PAN.
4. Cost of Tender paper is Rs. 500.00 (Rupees five hundred) only. Which is non-refundable Payable in Shape of DD/Cash in the favor of Honorary Secretary Utkal Balashram, Jajpur.
5. The tender must be accompanied with security money of Rs.1000.00 (One thousand rupees) in shape of DD/Cash/TDR pleased in the favor of Honorary Secretary Utkal Balashram, Jajpur. The security money will be returned after finalization of tender.

TERMS AND CONDITIONS

1. The Quotations should reach the office of the superintendent, Utkal Balashram, Jajpur in sealed cover & super scribed "QUOTATION FOR PURCHASE OF 52 Nos. SPELT BOX".
2. The quotation received beyond stipulated date, time and without the required documents shall be liable for rejection.
3. The quotationer should furnish the rate including all taxes and transportation charges.
4. Before issue of purchase order the undersigned shall verify the sample of the items of the materials.
5. Cost of Tender paper is Rs. 500.00 (Rupees five hundred) only. Which is non-refundable Payable in Shape of DD in the favor of Honorary Secretary Utkal Balashram, Jajpur.
6. The tender must be accompanied with security money of Rs.1000.00 (Rupees One thousand) only in shape of DD/TDR pleased in the favor of Honorary Secretary Utkal Balashram, Jajpur, the security money will be returned after finalization of tender .
7. The quotation papers shall be opened by the members of the purchase committee on 18-10-2019 at 03:00pm in the presence of quotationers or their authorized agents in the official chamber of District Social Welfare Officer, (D.S.W.O) Jajpur.
8. The condition of advance payment or through cash will not be considered.
9. The successful quotationer shall have to deliver the materials at Superintendent's office, Utkal Balashram, Jajpur within 15 days from the date of issue of purchase order at his own risk with transportation cost and failure to supply the may lead to forfeiture of Security deposit/ Imposition of penalty.
10. The successful quotationer shall have to deliver the materials within the stipulated time period **nighters the supplier/Co-operative society store/ Agencies will be penalized**
11. The undersigned reserves the right to negotiate or reject any or all the quotations without assigning any reason thereof.
12. Any dispute in this matter will be settled under Jurisdiction of Jajpur District only.
13. The firm intended to complete in the said auction sale are required to demonstrate the article on the day of opening of tender .

[Handwritten Signature]
03/10/19
Superintendent
Utkal Balashram
Jajpur

Memo No: UB/240 /2019 dt. 03 / 10 /2019

Copy to the Sub-Collector, Jajpur/ PD, DRDA, Jajpur/ DIPRO, Jajpur/ DCPO, Jajpur/ Collectorate Notice Board, Jajpur/ DSWO, Jajpur/ Notice board of Utkal Balashram, Jajpur for information. They are requested to ensure the publication of the notice in their Notice Board for wide Circulation.

Memo No: /UB/241 /2019 dt. 03 / 10 /2019

Copy to the NIC Officer, Jajpur for kind information. They are requested to publish the Quotation in District Web Portal.

[Handwritten Signature]
03/10/19
Superintendent
Utkal Balashram
Jajpur