

OFFICE OF THE PANCHAYAT SAMITI, DANAGADI

No. 4242 Date. 14/10/20

Sealed quotations/tenders are hereby invited from the interested registered firms/ order suppliers for supply of following office stationeries for official use at the Block Development Office, Danagadi.

The quotations must be addressed to the name of Block Development Officer, Danagadi and will be accepted on or before 22.10.2020 by 3 PM through Registered post/Speed post/courier only. The tenders/quotations will be opened on the same day at 5 PM in the office chamber of the undersigned in the presence of the tender committee and the tenderers/ their representatives. If the office happens to be closed due to some reason or other, the last date for receipt/opening of tender will be the next working day.

The rate of each item must be reflected clearly in the quotation paper with signature of the quotationer. The rate should specify both base rate and GST separately with transport charge.

The undersigned is not responsible for any kind of delay/damage/loss during the process of receipt of quotation.

The decision of the tender committee in the entire process shall be final and binding to the intending tenders/quotationers concerned. The committee reserves the right to accept/reject any/all quotations without assigning any reason thereof.

Block Development Officer,
Danagadi

Memo No. 4243 /Date. 14/10/20

Copy to Tahasildar, Danagadi/ CDPO, Danagadi/ BEO, Danagadi/ Medical Officer, CHC, Danagadi/ AAO, Danagadi/ BVO, Danagadi with a request display the quotation call notice in their notice board for wide circulation.

Block Development Officer,
Danagadi

Memo No. 4244 /Date. 14/10/20

Copy to the DIO, NIC, Jajpur for information and necessary action with a request to display the quotation call notice in the district website for wide circulation.

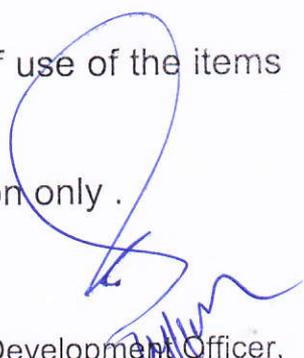
Block Development Officer,
Danagadi

List of items required to be supplied

1. Desktop-HP-latest version(4GB ram,1tb rom –one in number
2. Steel rak(local made-office use)-one in number(6'X4'with six self)
3. Modem for internet
4. Wall fan-two number
5. Computer chair- two number
6. Computer Key board-one number
7. Mouse-one number
8. Pendrive-32GB-two number
9. Inverter with single battery(150AH)Luminous

Terms and conditions

1. The order supplier must have registered firm for supply of office materials with valid GST number, PAN number of his own or in the name of their firm (Self attested copies of registration certificate, GST number, PAN etc. should be attached with the quotations/tender papers).
2. The rate of each item must be quoted separately in the tender paper with dated signature of the order supplier/firm.
3. The lowest tender will be accepted by the tender committee after due comparison made among the tenderers/order suppliers basing on the quality of the materials to be supplied for each item.
4. The cost of the materials will be paid after supply of all items with approved quality through approved mode of payment made by Govt. from time to time.
5. No compromise will be made on the quality of the materials. In case of any deviation made by the supplier so selected in the tender process, the order will be cancelled and transferred to the 2nd lowest tenderer.
6. After selection of the materials by the tender committee order will be placed for supply of required materials to the selected supplier having lowest tender cost.
7. 5% of the total cost of each item will be kept in this office as security money .
8. The security money can be released after one year of use of the items supplied to the supplier basing on the quality of the items.
9. All disputes in this regard is subject to Jajpur Jurisdiction only .


Block Development Officer,
Danagadi