

## COLLECTORATE : JAJPUR

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(ST & SC Dev. Section)

### TENDER CALL NOTICE

No. 9757/Date. 03.08.2021

Sealed tenders are invited from the authorized Firms/Suppliers registered under GST for printing & supply of the following articles. The sealed tender will be received upto 2.30PM on dtd. 12.08.2021 by RP/Speed Post only. The envelope should be super scribed with “Tender For Printing & Supply of the Articles” and should be sent in the address of The District Welfare Officer, O/o the DWO, Collectorate, Jajpur, PIN- 755001 . The Tender paper received beyond the date and time will not be entertained. The sealed tender papers will be opened on the same day at 5.00 PM in the office chamber of the ADM(Gen), Jajpur by the purchase committee in the presence of the Tenderers/ Bidders or their authorized agents. A complete set of Tender documents containing the details of items with specification, terms and conditions will be available at District Welfare Office, Jajpur from 03.08.2021 to 11.08.2021 on the working days within office hour and the same can be purchased on payment of non-refundable fees of Rs. 500/-. The tender papers can also be downloaded from the District Website i.e [www.jajpur.nic.in](http://www.jajpur.nic.in) and submitted alongwith the above costs in shape of Bank Draft to be drawn in favour of “District Welfare Officer, Jajpur” payable at State Bank of India, Jajpur. Tender Paper downloaded and submitted without the cost of tender paper shall be liable for rejection.

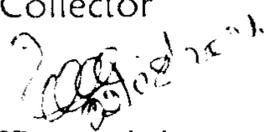
### Items of Materials to be Supplied

Sl No	Items	Specification	Remarks
1	BB Clots / Slate		Within the cost of Rs. 500/-
2	Duster		
3.	Chalk		
4.	Long Note Book	Having 200 pages each	
5.	Attendance Register		
6.	Pens		
7.	Pencil, Pencil cutter		
8.	Rubber		
9.	Cotton Bag	Printed with logo shared by Department	
10	Maroon Cap	Printed with logo shared by Department	

## TERMS & CONDITIONS

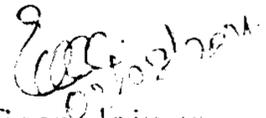
1. There should be clear mentioned in sealed tender regarding mark and brand etc. of the articles. The article will be selected by the committee subject to verification of sample with quality and rates of the articles as quoted and found suitable.
2. The bidder should submit the copy of GST registration certificate, PAN in the name of firm/ Proprietor along with Rs. 1500/- (Rupees One thousand Five Hundred) only as EMD in shape of BD/BC payable at SBI, Jajpur Town, drawn in favour of the District Welfare Officer, Jajpur. This is also applicable in the case of any co-operative store.
3. The rate should be clearly mentioned on the tender paper both in figure & words and duly signed by the tenderer concerned, other wise the tender is liable to be rejected.
4. The EMD will be refunded to the unsuccessful bidder whose tenders are not accepted by the Tender Committee.
5. Supply should be made within 15 days from the date of placement of order. The quantum of order will be placed as per requirement or availability of funds.
6. In case of failure to supply the articles as per approved samples and specification within the time limit the order will be automatically cancelled and EMD will be forfeited.
7. The rates should be quoted inclusive of all Taxes & Transportation charges. The successful bidder is to deliver and install the article at the concerned school point. Any loss occurring during transmit shall be bear by the supplier. The payment will be made to the bidder after submission of receipt of articles from concerned School Head Masters/ I/C HM.
8. The purchase committee reserves the right to negotiate, accept or reject any or all the tenders for the interest of the Govt. without assigning any reason thereof.

By Order of Collector

  
District Welfare Officer, Jajpur

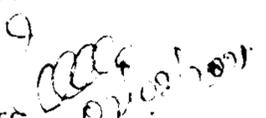
Memo No. 9758 / Date. 03.08.21

Copy to all Block Development Officers of Jajpur District/ DI & PRO, Jajpur/DPO, Jajpur/DSWO, Jajpur/ Deputy Collector, Nizarat, Collectorate, Jajpur for information. They are requested to affix the tender call notice in their Notice Board for wide publication.

  
District Welfare Officer, Jajpur

Memo No. 9759 / Date. 03.08.21

Copy forwarded to the District Informatics Officer, NIC, Jajpur for information. He is requested to upload the same in the district website for wide publicity.

  
District Welfare Officer, Jajpur

## TENDER APPLICATION FORM

Submitted by

M/s. ....

At. ....

PO .....

Dist .....

To

The District Welfare Officer, Jajpur  
Collectorate, Jajpur

Sir,

With due regards, as per your tender call notice No. .... Dt..... I am submitting herewith the price list as against the article including tax and transportation etc. alongwith GST clearance & BD /BC bearing No. .... Dt. .... of ..... As E.M.D. for favour of kind information and sympathetic consideration.

Yours faithfully,

(Signature of Proprietor with seal)

### DETAILS OF THE FIRM

Name of the Firm :  
Name of the Proprietor :  
Full address of the Firm :  
Registration No. of the Firm :  
Tin No. :  
PAN No. :  
GST registration with clearance :  
Certificate :