



# OFFICE OF THE PANCHAYAT SAMITI, DANAGADI

At/PO- Danagadi, Dist-Jajpur-755026, Tel/ Fax: 06726-220308, E-mail :ori-danagadi@gramsat.nic.in

No: .....1612...../ Date: 21.03.2025

## QUOTATION CALL NOTICE

Sealed quotations/tenders are hereby invited from the interested registered firms/ suppliers for supply of computer system and Printer for official use of Danagadi Panchayat Samiti.

The quotations must be addressed to the Block Development Officer, Danagadi and will be accepted on or before 27.03.2025 by 5 PM through Registered post/Speed post/courier only. The quotations received beyond the stipulated date & time will not be accepted. The tenders/quotations will be opened on 28.03.2025 at 11 AM in the office meeting hall of the undersigned in the presence of the tender/purchase 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 including GST in the quotation paper with signature of the tenderer/ quotationer. No transportation charge will be boded by the Office.

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

The decision of the tender/purchase 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. 1613 Date. 21.03.2025

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. 1614 Date 21.03.2025

Copy to the DeAM, 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. Computer desktop-20 inch monitor with wired <sup>Mouse</sup> ~~Mouse~~ and Keyboard (Dell - i3 processor, 12<sup>th</sup> Gen., 8GB ram, SSD- 512 GB, Windows-11, MS Office 2021 genuine, Zebronics 600VA UPS ) – 2 Set
2. Printer (EPSON L3250 Printer / EPSON L3215 Printer)- 3 Set

(Separate price rate should be mentioned for according to brand, size and specifications.)

### Terms and conditions

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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 with specification 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. The rates should be quoted against all specified items with necessary accessories to be fitted separately. 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 order supplier/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. All disputes in this regard are subject to Jajpur Jurisdiction only.

  
Block Development Officer  
Danagadi