

# OFFICE OF THE REGULATED MARKET COMMITTEE, JAJPUR

At- Collectorate, Jajpur, PO/Dist-Jajpur, e-mail - rmc\_jajpur@rediffmail.com

Quotation Call Notice No. 1229 / Date. 04/09/2025

## QUOTATION CALL NOTICE INVITING SEALED QUOTATIONS FOR OFFICE STATIONERY & VEGETABLE RECEIPT BOOKS FOR RMC, JAJPUR IN FINANCIAL YEAR 2025-26

Sealed Quotations are invited from the intending Registered Firms/ Printing Press having valid up-to-date GST clearance / ITC Certificate for printing and supplying of the following items subject to terms & conditions as noted.

Sl No.	Name of the items	Quantity	Rate to be quoted (in ₹)
1	Fly leaf	200 pieces	
2	Vegetable Receipt Book (Size= 10"x4" ) (Each book contains 100 pages & 400 receipts)	500 Books	
3	Carbon Paper	5 Packets	
4	Note Sheet (Both first page & Second page)	First page- 200 pieces Second page- 800 pieces	
5	Stapler pin (Big & Small)	Big size (24/6)- 05 packets Small size(No.10)- 25 packets	
6	Cover file	20 nos.	
7	Stamp Pad	10 nos.	
8	Allpin	10 packets	
9	Tag	20 Bondles	
10	License form	1000 pieces	
11	License Certificate	1000 pieces	
12	Voucher form	2500 pieces	
13	Gum (500 ML)	500 ml- 2 Bottles 200 ml- 4 Bottles	
14	Stamp Ink Bottles (Both Blue & Black)	Blue- 5 nos. Black- 2nos.	

TERMS & CONDITIONS:

1. The quotationers shall enclose the attested copy of the following documents along with the quotation paper. They shall produce original certificates for verification at the time of finalization of quotation.
  - (a) Up-to-date Income Tax Clearance certificate for last 3 years.
  - (b) GSTIN registration certificate.
  - (c) Copy of the PAN card & Aadhaar Card
  - (d) Experience in supply of said materials to Govt. offices.
  - (e) The sealed quotations should reach the Office of the RMC, Jajpur on or before **date.12.09.2025** by **2.30 P.M.**
2. The quotation paper will be opened on **date 12.09.2025** by **3.30 P.M** in presence of the quotationers or their authorized representatives in the Office chamber of the Addl. District Magistrate (Rev.), Jajpur-cum-RMC, Jajpur & Tender Committee formed for the said purpose.
3. Quotation received beyond the stipulated date and time and without the above required documents shall be liable for rejection.
4. The successful quotationer shall supply all the materials with urgent basis as per supply order. If failed to supply indented materials within the specific time mentioned in the supply order without proper and valid justification, the supply order may be cancelled. The selected quotationer shall supply good conditioned materials as per selection.
5. The rates can be negotiated depending on the situation prevailing at the time of opening and finalization of the quotation.
6. The undersigned reserves the right to reject or cancel any or all quotations without assigning any reason thereof. Any dispute in this matter will be settled up under the jurisdiction of Jajpur District.

By order of the Chairman

Secretary, RMC, Jajpur

Regulated Market Committee

JAJPUR

Memo No. 1230 / Date. 04/09/2025

Copy submitted to the Office of the Collector, Jajpur/ Sub-Collector, Jajpur/ All BDOs/ All Tahasildars of Jajpur District for information and wide publication. They are requested to affix the same in their Office Notice Board for wide publication.

Secretary, RMC, Jajpur

Regulated Market Committee

JAJPUR

Memo No. 1231 / Date. 04/09/2025

Copy submitted to the DIPRO, Jajpur/ DeGM, Jajpur for kind information & necessary action with a request to floating quotation in [www.Jajpur.odisha.gov.in](http://www.Jajpur.odisha.gov.in) portal for wide publication.

Secretary, RMC, Jajpur

Regulated Market Committee

JAJPUR

Copy to Office Notice Board of RMC, Jajpur