

OFFICE OF THE COLLECTOR, BHADRAK
ST&SC Development Section

Notice No. 352

Date 16.03.2023

QUOTATION CALL NOTICE

Sealed Quotation have been invited in the prescribed format from the intending Suppliers/Firms/ Authorized Dealers/Agencies having valid GST Registration for supply of different items (Stationery /Safety items) to be provided to the Enumerators for undertaking hassle free survey work for social and educational condition of the people belonging to backward classes in Bhadrak district.

Information for the Bidders

| | | |
|---|--|--|
| 1 | Availability of Quotation Documents | www.bhadrak.nic.in |
| 2 | Last date and time for submission of the Quotation documents | On or before 20 th March 2023 at 5.00 PM |
| 4 | Opening of Sealed envelope/Quotation documents and Venue | 11.00 AM dtd 21.3.2023 with samples at Collectorate, Bhadrak |
| 5 | Supply of all intended materials | The materials are to be supplied within 10 days from the date of placement of order, failing which order will be automatically cancelled |

Term & Conditions

1. The Quotation should be addressed to the District Welfare Officer, Collectorate, Bhadrak ,At/Po-District Bhadrak,PIN-756100 & super scribing "Quotation for supply of different materials(Stationery & safety Items) to the Enumerators"
2. The committee reserves the right to reject or cancel the Quotation or supply orders without assigning any reason thereof.
3. The committee shall not be responsible for any postal delay or missing of Quotation papers. The incomplete Quotation paper received after the scheduled date and time shall not be accepted and liable to be rejected.
4. The Bidders have to quote the rate for each particular category of the item inclusive of GST, all other taxes and transporting cost to the District office and other incidental charges.
5. The committee has also reserved the right to consider or select the item basing upon the quality of the product.
6. The bidders should quote the rate for all items given in the Quotation schedule in order.
7. The bidders quoted the rate on the sum total with quality of items will be given preference for selection of Quotations.
8. Samples are mandatory, without sample Quotation will not be accepted.
9. The intended bidders will submit the Quotation documents completely in all respect along with EMD and other required documents on or before 20th March 2023, up to 5.00PM address to District Welfare Officer, Bhadrak. District Welfare Officer, Bhadrak will not be responsible for any postal delay.
10. The authority has every right to extend the dateline for submission of Quotation.
11. The bids received by the authority after the prescribed time and dateline of submission, same will not be opened and considered. Thus, the same is deemed to be rejected.
12. The bids will be opened on the scheduled date & time at 11.00 PM on 21.03.2023 at Collectorate, Bhadrak in presence of bidders or their authorized representative of the bidders.
13. No of quantity required may vary as and when required by the District Welfare Officer, Bhadrak.

Memo No. 353

Date. 16.03.2023

Copy to DIO, NIC, Bhadrak for information with a request to web-hoist / upload the Quotation documents for wide publicity.


16.03.2023

**District Welfare Officer,
Bhadrak**

Memo No. 354

Date. 16.03.2023

Copy submitted to the notice board of Collectorate/ Project Director, DRDA, Bhadrak/ Sub-Collector, Bhadrak/ All BDOs, Bhadrak District/ All Tahasildars, Bhadrak District/ All the Eos of the ULBs/all CDPOs for information with a request to affix the above Quotation paper in the Notice board in their offices for wide publication.


16.03.2023

**District Welfare Officer,
Bhadrak**

Eligibility criteria/ Evaluation Form/ Quotation Documents for supply of different materials (Stationery items/ safety items) to be provided to the Enumerators

Format -1

(To be filled up by the Bidders)

| | | |
|---|---|-----------------------|
| 1 | Name of the firms/ Dealers/ Suppliers/agency | |
| 2 | Address with Mobile number | |
| 3 | Copy of GST registration certificate. | Attached at page no.- |
| 4 | Self attested Photo copy of PAN card | Attached at page no.- |
| 5 | Copy of Income tax returns for the year of 2021-22 | Attached at page no.- |
| 6 | Copy of GST clearance for December 2022 | Attached at page no.- |
| 7 | Particular of EMD deposited | |
| 8 | Particulars of Quotation paper cost deposited | |
| 9 | Self declaration that the firm has not been blacklisted by any Govt. Organization | Attached at page no.- |

I do hereby certify that the above mentioned particulars are true and correct.

Note: All The documents must be self attested by the Bidder.

Seal and Signature

Format -2

Format for PRICE BID (To be filled up by the Bidders)

| Sl No | Name of the Items | Specification | Maximum cost per Unit | Quantity required | Unit Price in Rs. (Inclusive of GST & All Taxes Transportation cost and other incidental charges) | Total Price in Rs. (Inclusive of GST & All Taxes Transportation cost and other incidental charges) |
|-------|--|--------------------------------------|-----------------------|-------------------|---|--|
| 1 | Pen | Black ink ball point | ₹10.00 | 1436 | | |
| 2 | Ink Pad | Blue | ₹20.00 | 718 | | |
| 3 | Packing items (Wide Brown adhesive tape) | 1" wide | ₹20.00 | 718 | | |
| 4 | Note Book | 112 Pages including Cover page-50GSM | ₹25.00 | 1436 | | |
| 5 | Scissors | 6" with plastic handle | ₹20.00 | 718 | | |
| 6 | PVC Folder | | ₹20.00 | 2872 | | |

Total cost Rs. _____

Word in Rupees _____

We agree to supply the above items as per specification for a period of One year with the price mentioned above and the price will be remain unchanged for a period of one year.

Place:

Date:

Seal & Signature