

DISTRICT RURAL DEVELOPMENT AGENCY: JAGATSINGHPUR

NO. 2016 Dtd 19.7.2019

QUOTATION CALL NOTICE

Sealed quotations are invited from intending reputed firms / authorized suppliers / Dealers for supply of the following office stationary article for the year 2019-20 for DRDA, Jagatsinghpur with the following specification. The sealed quotation should reach the undersigned on **29.07.2019 at 1.00 PM** and will be opened on **29.07.2019 at 3.00 PM** in office Chamber of PD, DRDA, Jagatsinghpur in the presence of quotationer or their authorized agent.

ITEMS WITH SPECIFICATIONS

Sl.No	Name of the Articles	Brand	Rate
1	White Paper DFC	JK/Orient/Emami	Per Pkt
2	Copier Paper A/4	75 GSM	Per Pkt
3	Copier Paper A/4	70 GSM	Per Pkt
4	Copier Paper Legal	85 GSM	Per Pkt
5	Stamp Pad	Kores/Emami/Elephant	Per Nos
6	Alpin (best quality)	King	Per Pkt
7	Register Binding		Per nos
8	Envelope (11X 5')		Per 100 nos
9	Envelope A/3		Per 100 nos
10	Envelope A/4		Per 100 nos
11	Gum Paste 100 gm	Camel/Kores	Per Bottle
12	Gum Paste stick 15 gm	Camel/Kores	Per Bottle
13	Gum Paste 750 gm	Camel/Kores	Per Bottle
14	Tag Cotton (best quality)		Per bundle
15	Guard File (best quality)		Per nos
16	Arch Guard File		Per nos
17	Shorthand Note Book		Per nos
18	Dak File (best quality)		Per nos
19	File Board		Per nos
20	Writing Pad ½ FC		Per nos
21	Fax Roll	Kores	Per nos
22	Pen Stand		Per nos
23	Pencil	HB/Kores	Per Pkt.
24	Scale plastic 12"		Per nos
25	Scale steel 12"		Per Nos
26	Eraser White Pen		Per Bottle
27	Paper Weight		Per nos
28	Budkin		Per nos
29	Pin Cushion		Per nos

30	Cello Tape		Per nos
31	Stapler Pin (Small)		Per Pkt
32	Stapler Pin 24/6		Per Pkt
33	Stapler Machine (Medium)		Per nos
34	Stapler Machine (Large)		Per nos
35	Waste Paper Basket		Per nos
36	Calculator		Per nos
37	Dat Pen/ Gel Pen/ Ink Pen	Cello/Link/ Reynolds	Per nos
38	Room Freshener		Per nos
39	Broom Stick (Khandika)		Per nos
40	Broom Stick Fulljhadu)		Per nos
41	Liquid hand soap		Per Bottle
42	Phenyle (Black)		Per Bottle
43	Phenyle (white)		Per Bottle
44	Toilet cleaning liquid (Harpic)		Per Bottle
45	Bleaching Powder		Per Kg
46	Vim Powder		Per Kg
47	Dustbin with cover		Per nos
48	Toilet Brush		Per nos
49	Stamp Pad Ink (Block/ Blue)		Per nos
50	Cello cloth		Per nos
51	Page Marker		Per nos
51	Single puncher		Per nos
53	Cash Book		Per nos
54	Flag stick		Per nos
55	Cello Tape Machine		Per nos
56	Less file		Per nos
57	Fevical		Per nos
58	High lighter		Per nos

Terms & Conditions

1. **Bid Price**
 - a) The quotationer shall quote price of the above items with GST separately. A copy of the valid GST registration should be furnished with their quotation.
 - b) The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
 - c) The Prices should be quoted in Indian Rupees only.
2. Each bidder shall submit only one quotation.
3. The Undersigned reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of contract.



- 4 The bidder whose bid is accepted will be notified of the award of contract by the Purchaser prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the purchase order.
5. Payment shall be made after delivery of the goods through RTGS/NEFT after submission of the bills and vouchers.
6. Normal commercial warranty/ guarantee shall be applicable to the supplied goods.
7. Any effort by a bidder to influence the purchaser in its decision on bid evaluation or placement of purchase order may result in rejection of the bidder's offer.
8. Any legal dispute arising out of this is subject to concerned district jurisdiction only.
9. Bidders are requested to submit their quotation latest by 1.00 PM on 29.07.2019. The quotations will be opened on 29.07.2019 at 3.00 PM in the presence of the undersigned.


Project Director
DRDA, Jagatsinghpur

Memo No. 2017 dtd. 19.7.19

Copy to Dy. Collector, Nizarat, Collectorate, Jagatsinghpur / Copy to Notice Board of DRDA, Jagatsinghpur/Copy to notice Board of all DRDA / all BDOs of this District to affix the tender call notice in their notice board and copy to DIO, NIC, Jagatsinghpur for information and requested to web host the tender call notice in the District website.


Project Director
DRDA, Jagatsinghpur