

I/113416/2024



GOVERNMENT OF ODISHA

H & UD DEPARTMENT JAGATSINGHPUR MUNICIPALITY JAGATSINGHPUR

SHORT QUOTATION CALL NOTICE

SUPPLY & INSTALLATION OF AUTOCAD LT IN JAGATSINGHPUR MUNICIPALITY

PERIOD OF SALE OF BID DOCUMENTS :- From dt. 09.02.2024 to dt. 15.02.2024

LAST DATE OF RECEIVED BID DOCUMENTS:- Dt. 17.02.2024 upto 05.00 PM

DATE & TIME OF OPENING BID DOCUMENTS :- Dt. 19.02.2024 at 11.00 AM

COST OF TENDER PAPER :- ₹ 500.00 (Rupees:- Five Hundred) only

COST OF EMD :- ₹ 1,000.00 (Rupees:- One thousand) only

Name of the Bidder

DD No /Dt

102
09/2/2024
EXECUTIVE OFFICER
JAGATSINGHPUR MUNICIPALITY
JAGATSINGHPUR, ODISHA.
PIN 754103

I/113416/2024

OFFICE OF THE MUNICIPAL COUNCIL, JAGATSINGHPURNo 700, Date 08.02.2024**SHORT QUOTATION CALL NOTICE**

Executive Officer, Jagatsinghpur Municipality, Jagatsinghpur invites sealed Quotation from interested intending eligible Firms/ Supplier/ Agencies for "SUPPLY & INSTALLATION OF AUTOCAD LT IN JAGATSINGHPUR MUNICIPALITY" DTCN alongwith terms & conditions can be obtained on payment of ₹5,00.00 (Rupees:- Five Hundred) only (not refundable) in shape of DD/ BD from dt. 09.02.2024 to dt. 15.02.2024 up to 05.00 PM. Paper cost shall be paid as per the same method noted in DTCN downloaded online from this Office website jspurmunicipality.odisha.gov.in and District Website jagatsinghpur.nic.in.

The Registered firms/ Registered agencies/ Supplier must be accompanied with photo copy of valid (i) PAN (ii) GSTIN (iii) Complete Organisation (iv) Firm/ Supplier/ Agency Registration Certificate details, Authenticated proof of the firm. The sealed Quotation and other documents will be received offline on or before dt. 17.02.2024 upto 05.00 PM and will be opened on dt. 19.02.2024 at 11.00 AM in presence of the bidder or their authorized representatives. The authority reserves the right to accept or cancel any or all quotations without assigning any reason thereof.

Am
8/2/2024
Executive Officer

Jagatsinghpur Municipality

Memo

701

Dt 08.02.2024

Copy to DM, Jagatsinghpur/ P.D., Jagatsinghpur/ ADM, Jagatsinghpur / Member of Tender Committee, Jagatsinghpur Municipality/ SE, R&B, Division for information and necessary action. They are requested to display the office Notice Board for wide publication.

Copy to Office Notice Board for wide Publication.

Am
8/2/2024
Executive Officer

Jagatsinghpur Municipality

Memo

702

Dt 08.02.2024

Copy to the Accountant/ Cashier, Jagatsinghpur Municipality for information and necessary action.

Am
8/2/2024
Executive Officer

Jagatsinghpur Municipality

Memo

703

Dt 08.02.2024

Copy Submitted to the DIO, NIC, Jagatsinghpur for publish the same in District & Municipality website.

Am
8/2/2024
Executive Officer

Jagatsinghpur Municipality

I/113416/2024

OFFICE OF THE JAGATSINGHPUR MUNICIPALITY, JAGATSINGHPUR**QUOTATION SCHEDULE****PREPARATION OF DPR FOR DIFFERENT DEVELOPMENTAL WORKS AT
JAGATSINGHPUR MUNICIPALITY**

- 1 Quotation Call Notice No : 700 dt. 08.02.2024
- 2 Name of the Quotationer :
- 3 Cost of Quotation Schedule : Rs. 500/- (Rupees Five Hundred) only.
- 4 DD No: _____ / Date _____ for the cost of Quotation Schedule.
- 5 Sale of Quotation Schedule from Date: 09.02.2024 to dt. 15.02.2024 upto 05.00 PM
- 6 Last Date of Received the Quotation with all Documents : Date: 17.02.2024 upto 05.00 PM
- 7 Opening of the Quotation Date : 19.02.2024 at 11.00 AM
- 8 EMD amount Rs. 1,000.00 of Quoted Rate vide DD/ BC/ TDR/ _____ / Date _____.

120
8/2/2024
Executive Officer
Jagatsinghpur Municipality

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TERMS AND CONDITIONS

- 1 The details of bid documents schedule and set of term & conditions is available in the office website www.jspurmunicipality.gov.in/ www.jagatsinghpur.nic.in. on payment of ₹ 500.00 (Rupees:- Five Hundred) Only (Non-refundable) towards cost of tender documents in shape of DD/ Banker cheque drawn on any Nationalized Bank in favour of Executive Officer, Jagatsinghpur Municipality payable at Jagatsinghpur. Quotation without payment of paper cost shall not be accepted in any case and will be rejected summarily.
- 2 The bidder must be accompanied by EMD/ tender security amount of ₹ 1,000.00 (Rupees:- One thousand) in shape of DD/ Banker cheque drawn on any Nationalized Bank in favour of Executive Officer, Jagatsinghpur Municipality payable at Jagatsinghpur. Quotation without EMD shall not be accepted in any case and will be rejected summarily.
- 3 The sale of tender documents start from dt. 09. 02 .2024 to dt. 15. 02 .2024 up to 05.00 PM. Request for quotation/ EoI documents through post will not be entertained.
- 4 The completed & sealed Quotation and other documents will be received only through Speed Post/ Reagistered Post on or before dt. 17. 02 .2024 upto 5.00 PM by the Executive Officer, Jagatsinghpur Municipality. The envelope containing the tender documents should be superscripted with "SUPPLY & INSTALLATION OF AUTOCAD LT IN JAGATSINGHPUR MUNICIPALITY".
- 5 The Quotation/ bid documents will be opened on dt. 19. 02 .2024 at 11.00 AM in the chamber of Chairperson, Jagatsinghpur Municipality, Jagatsinghpur in the presence of the bidders or their authorized representatives who wish to attend. If office happens to be closed for any reason on the date the receiving or opening of the tender as specified the tenders will be received/ opened in the next working day at the same time & venue.
- 6 The Municipality will not be responsible for postal delay.
- 7 Bidder should submit self attested copies of **Income Tax, GSTN and Firm Registration Certificates**. Quotation without one or more of these documents are bound to be rejected.
- 8 The quotationer should quote single rate for each item according to required specification wherever mentioned. More than one rate for a particular item will be summarily rejected. The schedule appended to the Tender call notice should be filled up and signed.
- 9 **The bidder shall quote their price in BoQ as per Annexure-I.**
- 10 **The quoted rate shall be inclusive of all taxes and duties if any. GSTIN shall be mentioned separatly if required.**
- 11 Any correction or overwriting in the offer should be attested by the quotationer.
- 12 The rate should be mentioned in both figures and words.
- 13 The rate is valid for one calender year.
- 14 The quotationer shall submit the quotation schedule duly signed by him with seal.
- 15 Validity period of bid- 90 calender days from the date of opening the bid
- 16 The Quotationer shall not sublet, transfer or assign any part of the full work of this award without prior written permission from the Executive Office, Jagatsinghpur Municipality.

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17 The EMD shall be forfeited on the following grounds :

i If the successful bidder fails to executive work in time.

ii If the bidder does not change/ rectify any defects found in the work.

iii On refusal to enter in to a contract after the contract is awarded to a bidder.

18 The bidder should provide separately the year wise beak up for service & support if required.

19 The bidder should provide mail ID, contact No. and postal address for any correspondence.

20 **The rate should be mantioned in both figures and words.**

21 The authority reserves the right to reject any or all the tenders without assigning any reason thereof.

And
21/2/2024

Executive Officer
Jagatsinghpur Municipality

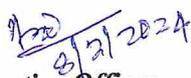
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**Bill of quantities for "SUPPLY & INSTALLATION OF AUTOCAD LT IN
JAGATSINGHPUR MUNICIPALITY".**

<i>Sl No</i>	<i>Unit Description</i>	<i>Qty</i>	<i>Unit</i>	<i>Rate</i>	<i>Amount</i>
<i>1</i>	<i>2</i>	<i>3</i>	<i>4</i>	<i>5</i>	<i>6</i>
1	Autodesk AUTOCAD LT (including installation and Support) For One User	No			
2	Autodesk AUTOCAD LT (including installation and Support) For Three Users	No			
3	GSIN		___%		
		Total			₹ -

(Rupees in Words.....)

Seal & Signature of the Bidder


 Executive Officer
 Jagatsinghpur Municipality