



ଜିଲ୍ଲା ପରିଷଦ, ଅନୁଗୋଳ ZILLA PARISHAD, ANGUL

ଜିଲ୍ଲାପାଳଙ୍କ କାର୍ଯ୍ୟାଳୟ ପରିସର
ଜିଲ୍ଲା - ଅନୁଗୋଳ, ଓଡ଼ିଶା
ପିନ୍ - ୭୫୯୧୨୨
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Ref. No: 1251 Date: 21/3/2023

SHORT QUOTATION CALL NOTICE

PROCUREMENT OF STATIONERY ITEMS FOR USE BY ENUMERATORS FOR SURVEY OF SOCIAL & ECONOMICAL CONDITIONS OF PEOPLE BELONGING TO BACKWARD CLASS IN ANGUL DISTRICT

Sealed quotations are invited in prescribed format i.e. ANNEXURE-A from reputed Dealers/ Distributors/ Suppliers having a valid GST registration for supply of different stationary & sanitary items to be distributed among the Enumerators for the Survey work of Social & Educational Conditions of the people belonging to backward classes in the District. The survey has been scheduled to be conducted during 2023. The bid documents can only be submitted through Regd. / Speed posts only till 27.03.2023 up to 05.00 PM. The Quotations will be opened on 28.03.2023 at 12.30 PM in the 2nd Floor conference hall of Zilla Parishad, Angul in presence of the committee members, bidders or their authorized representatives. The terms & conditions for submission of quotations are as follows.

TERMS & CONDITIONS

- The Envelope containing the quotation should be duly super scribed as “**Procurement of Stationeries & Sanitary items for use by Enumerators for Survey of Social & Economical Conditions of People belonging to Backward Class in Angul District.**”
- The bidders are required to quote the unit price i.e. per 01 unit as specified below.
- All responsibilities regarding transportation, payment of taxes & duties, loading & unloading and all the risk factor will be borne by the supplier.
- The bidder must be registered under Income Tax (PAN), Goods & Services Tax (GST) and must have a valid GSTIN.
- The bidders must submit the IT Return Certificate for the FY 2020-21 (AY 2021-22) & 2021-22 (AY 2022-23).
- The bidder must have a minimum average turnover of ₹5.00 Lakh (Five Lakh) only in last 03 consecutive years. One certificate in this regard under the seal & signature of Registered Chartered Accountant Firm is required to be enclosed along with the bid.
- The bidders are required to submit an **EMD worth Rs. 10,000/- (Rupees Ten Thousand) only** in shape of a **Bank Draft** made in favour of “**Chief Development Officer-cum-EO, Zilla Parishad, Angul**” from any **scheduled commercial bank** payable at Angul.
- The EMD of unsuccessful bidders will be refunded soon after completion of the process.
- The successful bidder will supply within **07 days** from the date of issue of supply order.
- The bidders need not to submit any sample with the bid documents during the time of submission of the Quotation. But they **have to bring a set of samples of each of the category of items they are intending to supply on the day of opening of the Quotation i.e. on 28.03.2023 at 12.30 PM which will be verified by the committee members on spot.** The committee reserves the right to verify the samples and select the best quality of samples with reasonable price within the price ceiling fixed by OSCBC, Odisha vide Letter No: OE-I-39/ 2021/ 338/ OSCBC, Bhubaneswar Dt: 03.03.2023.
- The bidders have to supply the materials at the District Headquarter of Angul only.
- There should not be any minimum quantity condition by the supplier for supply of the items for any of the category. The successful bidder has to supply the required quantity by the undersigned as and when required.

(Handwritten signature)

- The rate approved through this quotation process can be used for procurement of these items multiple times by the undersigned as and when required irrespective of the quantity required.
- The undersigned reserves the right to verify the items supplied at par with the samples submitted at the time of opening of quotation. Further the undersigned reserves the right to reject the consignment based on the quality without any further negotiation.
- The undersign reserves the right to cancel/reject in part/fully any or all quotations without assigning any reason thereof.

The quotations can only be submitted through Regd. / Speed Posts till 27.03.2023 up to 05.00 PM. No other mode of submission is accepted by the undersigned. All the quotations will be opened on **28.03.2023 at 12.30 PM** in presence of the committee members, bidders or their authorized representatives in the 2nd Floor Conference hall of Zilla Parishad, Angul. The Quotation Call notice can be viewed on the district website i.e. www.angul.nic.in.

Call 21/3/2023
Chief Development Officer-cum-EO
Zilla Parishad, Angul

Memo No: 1252 Date: 21/3/2023

Copy forwarded to **ADM, Angul** for information. He is requested to display the quotation call notice on the notice board of the Collectorate, Angul for wide publication.

Call 21/3/2023
Chief Development Officer-cum-EO
Zilla Parishad, Angul

Memo No: 1253 Date: 21/3/2023

Copy forwarded to **DIPRO, Angul/All BDOs /All Tahasildars/ All EOs, ULBs of Angul District** for information. They are requested to display the notice in their notice board for wide publication.

Call 21/3/2023
Chief Development Officer-cum-EO
Zilla Parishad, Angul

Memo No: 1254 Date: 21/3/2023

Copy forwarded to **DIO, NIC, Angul** for favour of information. He is requested to publish the quotation call notice in the district website i.e. www.angul.nic.in from 22.03.2023 to 27.03.2023 for wide publication and also provide download option for the intending bidders.

Call 21/3/2023
Chief Development Officer-cum-EO
Zilla Parishad, Angul

Detailed Specification of the Items to be supplied for OSCBC Survey in Angul

District

Sl. No	Name of the Item	Specification	Maximum Unit Cost per unit fixed by Govt.	Unit Rate to be Quoted by the Bidder
01	Pen (Black Ball Point)	Any brand	Rs. 10 /-	
02	Ink Pad	Small Size	Rs. 20 /-	
03	Brown Adhesive Tape (One Inch width)	Small Size	Rs. 20 /-	
04	Note Book	Exercise Note Book (A-4 ling size) Min. 70 Pages	Rs. 25 /-	
05	Scissors	Small	Rs. 20 /-	
06	PVC Folder	Good Quality with durability	Rs. 20 /-	

The above specifications are prescribed as minimum and the price ceiling fixed by the Commission is the maximum only. The bidders offering better specification and quality have to supply their item within the price ceiling fixed by the Commission.


Chief Development Officer-cum-EO
Zilla Parishad, Angul


21-03-23

ANNEXURE-A

Format for Submission of Bid

1	Name of the Supplier	
2	Full address of Supplier's shop/showroom Telephone no. Fax no. E-mail address :	
3	Are you a Distributor/ Dealer/Reseller	
4	GSTIN Number (with copy of certificate)	
5	IT Return for the FY 2020-21 & 2021-22	
6	Average Annual Turnover (Minimum ₹5.00 Lakh/ year)	
7	EMD worth Rs. 10,000/- (Rupees Ten Thousand) only	
8	Samples of the items	To be produced on the date of opening of the bids

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

Copies of documents to be attached

1. EMD of ₹ 10,000/- in shape of Demand Draft in favor of Chief Development Officer-cum-EO, Zilla Parishad, Angul.
2. Bank account details.
3. GST Registration Certificate.
4. Copy of the PAN Card.
5. IT Return for the FY 2020-21 & 2021-22.
6. Certificate from Chartered Accountant regarding average annual turnover of minimum ₹5.00 Lakh/year.

Full Signature of the Bidder

Date:

Seal

Ch

DECLARATION BY THE BIDDER

It is hereby declared that I the undersigned, have read and examined all the terms and conditions etc. of the quotation document for which I have signed and submitted the bid under proper lawful Power of Attorney. It is also certified that all the terms and conditions of the quotation document are fully acceptable to me and I will abide by the conditions of the terms and conditions. This is also certified that our principal manufacturing firms have no objection in signing the purchase contract if the opportunity for the supply of the items against this quotation is given to me/us.

Date:

Seal & Signature:

Name

Address

Designation:

GN