

# PANCHAYAT SAMITI OFFICE : ATHMALLIK

Letter No. 4587 /Dt. 28/12/23

## Tender Call Notice No.ALKB-03/203-24Dt.

Sealed Tenders are invited for supply of **Colored booklets having 16 pages of leaflets** in 24 nos. of G.P.s of Athmallik Block and **Colored booklets having 80-100 pages of leaflets** in Block level. The intending Suppliers/Firms should furnish the rate of Booklets of both categories including printing cost in a sealed envelope on or before 11.01.2024 by 5:00PM which will be opened at 11 AM of 12.01.2024. The Bidder shall submit their Bid Documents either through Registered/Speed post or they can submit the same in the Tender box placed in Block office. The successful bidders should supply the Booklet within 20.01.2024 failing which the order will be automatically cancelled. The incomplete or incorrect quotation will not be taken into consideration.

The undersigned reserves the right to reject/cancel the quotation partly or wholly without assigning any reasons thereof.

The supply of Booklets will be accepted under the following terms and conditions.

### GP Level

1. The maximum rate each Booklet having 16 pages category is Rs. 30/- (Rupees Thirty) only. The above rate is inclusive of Taxes;
2. The Supplier is to supply 55800 nos. (24 types of different categories of Templets as per the list enclosed below) of booklets of category mentioned in sl. 1 above at G.P. Office within 20.01.2024;
3. Documentation at G.P. Level – A pictorial leaflet containing important success stories shall be printed in 16 colored pages (To be printed in both sides of Paper in 8 sheets having 170GSM, A4 size, mat finish) in Odia language. (List enclosed);

### Block Level

4. The maximum rate each Booklet having 80-100 pages category is Rs. 200/- (Rupees Two Hundred) only. The above rate is inclusive of Taxes;
5. The Supplier is to supply 300 Booklets of category mentioned in sl. 4 above at Block Office, Athmallik within 7 (seven) days of issue of Supply Order;
6. Documentation at Block Level – A Colored booklet containing 80-100 pages (Cover page – 300GSM, inner page – 130 GSM) in odia language is to be printed in respect of projects taken up in concerned Block areas having maximum impact on the community;
7. The Sample copy of G.P. leaflet and Block Booklets should be produced before the undersigned within one day of issue of supply order;

### General Terms and Conditions

8. The Bid Documents shall accompany with cost of Tender Paper of Rs. 6000/- (Rupees six thousand) only in shape of Demand Draft payable in favour of "Block Development Officer, Athmallik" and payable at ICICI Bank, Athmallik;

9. The Bidder shall submit the Earnest Money Deposit (EMD) for Rs. 17500/- Rupees Seventeen Thousand Five Hundred) only in shape of Term Deposit made in Post Office/Nationalised Bank pledged in favour of Block Development Officer, Athmallik along with the Bid Documents.
10. The Bidder shall submit his price in the following format as given in Annexure-I;
11. The Bidder should have got the valid GST license IT license;
12. The Bidder shall have to submit the Xerox copy of the GST License along with GST clearance certificate and that of PAN card;
13. Payment will be made after successful supply by the supplier;
14. The TDS as admissible by the Government will be deducted from the bill of the supplier;

Yours Faithfully

  
Block Development Officer  
Athamallik

Memo no.

4588

dt. 28/12/23

1. Copy to the office notice board for wide publicity;
2. Copy submitted to the DIO, NIC ,Angul for information and request to hoist the same in the District Web Portal;
3. Copy submitted to the CDO-cum-EO, ZillaParishad, Angul / Sub-Collector, Athmallik/G.M., DIC, Angul with a request to display in their notice board for wide publicity.
4. Copy submitted to the the Deputy Director (Advertisement), Information & Public Relations Department, Odisha, Bhubaneswar for information with a request to make arrangement for publication of ourTender Call notice No. ALKB-03/2023-24 in two daily News paper (Local Edition) and one English news paper(Local Edition)on or before 30th December, 2023 with minimum size.

  
Block Development Officer  
Athamallik

ANNEXURE-I

**Quotation for supply Colored booklets having 16 pages of leaflets in 24 nos. of G.P.s of Athmallik Block and Colored booklets having 80-100 pages of leaflets in Block level**

1. Name of the Firm :
  
2. Location :
  
3. GST No :
  
4. PAN No :
  
5. Rate Quoted  
(Inclusive of GST & all other Taxes)
  - i. Rate for Booklet of 16 pages :
  
  - ii. Rate for Booklet of 80-100 pages :

**Signature of the Applicant**