



ନିଗମ
ଶକ୍ତି
DISTRICT MISSION MANAGEMENT UNIT
Odisha Livelihoods Mission
Department of Mission Shakti, Govt. of Odisha



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Lr.No. 1007 /XIX- /2021

Dated: 12/10/2021

Quotation Call Notice

Sealed Quotations are invited from interested reputed suppliers/ Dealers/ firms/ agencies for providing Steel Office Table Office Chair & Almira cum File rack as per the specification given below for use of Bank Mitra. The evaluation forms & format of Quotation completed in all respect should reach the undersigned on or before 23. 11. 2021 by 1:00 PM through Registered Post.

The undersigned is reserves to accept or reject the quotation any reasons thereon.

Brief Description of the Items	Specification	Delivery period	Installation Requirement if any	Quantity in No	Warranty
Office Chair	Mid Back Revolving with Hydraulic with: Cushion	Within 10 days of receipt of Purchase Order	Yes	28	The warranty in years to be furnished by the supplier
Office Cum Computer Table	Width -32" Length - 48" Height 30 one Drawer Material-Board	Within 10 days of receipt of Purchase Order	Yes	28	The warranty in years to be furnished by the supplier
Office File rack Book Self (Steel)	Height -66 Width- 19 Length- 34, 4 Racks	Within 10 days of receipt of Purchase Order	Yes	14	The warranty in years to be furnished by the supplier

1. Name of the Items:-
2. The transportation & installation charges also to be included in the Bid Price.
2. All duties, taxes and other levies payable by the dealer under the contract shall be included in the total price.
3. 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.
4. The Prices should be quoted in Indian Rupees only.
5. **Eligibility Criteria of the Bidder:**

The bidder shall furnish the following documents to establish the bidder's eligibility.

- i. Attested photocopies of PAN Number
- ii. GST Registration Certificate.
- iii. EMD for Rs.50000/- (TDR)
- iv. Copy of the IT return filed for last 3 FY
- v. Copy of latest 3 (Either Monthly or Quarterly) GST returns (GSTR-3B)
- vi. Under taking regarding non-Blacklisting (on stamp paper)

7.1. Quotation received late and incomplete will not be considered. The bidder should sign and stamp each page of the quotation document.

7.2. The prices quoted should be inclusive of all taxes, transportation cost and installation cost. Each Bidder shall submit only one quotation at a time.

8. Validity of quotation:

Quotation shall remain valid for a period not less than 60 days after the last date as specified in the quotation document.

9. Evaluation of Quotations:

The Purchaser will evaluate and compare the quotation determined to be substantially responsive i.e. which

- (a) Are properly signed and sealed
- (b) Confirm to the terms and conditions, and specifications.
- (c) submitted as per the prescribed format
- (d) The quotation would be evaluated for each item separately.

10. Award of contract

10.1 The Purchase Order will be placed on the selected bidder (s) whose bid has been determined to be substantially responsive.

10.2 Purchase order will be placed to the supplier from time to time as per the requirement of DRDA.Koraput.

10.3 The bids are liable to be rejected if any of the above conditions are not complied with proper required documents.

10.4 Payment shall be made after delivery of the goods through online account transfer after submission of the bills and vouchers.

10.5 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.

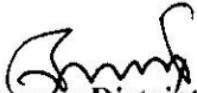
10.6 Any legal dispute arising out of this is subject to concerned district jurisdiction only.

10.7 Notwithstanding the above, the DRDA, Koraput reserves the right to accept or reject any Quotation and to cancel the bidding process and reject all bids at any time prior to the issue of contract letter. The bidders may be

present in person or through one of their representative(s) during the opening of Quotations as per the date and time fixed by the Project Director, DRDA, Koraput.

10.8 The 1st Lowest Bidder cannot claim to supply the articles, as the articles will be purchased as per the specification, quality & requirement of DRDA Koraput.

11. Interested bidders may submit their sealed Quotations in the prescribed format mentioning **“Quotation for Bank Mitra Kit”** on cover of the envelop to the Project Director, DRDA, Koraput latest by 1:00 PM on through registered post & the Quotation will be open on the same day at 3:30 PM in the presence of the bidder/authorized person.


Project Director cum District Mission Coordinator,
OLM, DRDA, Koraput.

EVALUATION FORM

1	Name of the Supplier	
2	Full address of Supplier's shop/showroom Telephone no. Fax no. E-mail address :	
3	Are you a dealer/reseller	
4	Trade Tax / Sales Tax Registration no. with Place (Copy to be attached)	
5	PAN No. (with copy of certificate)	
6	Up to date GST Registration Certificate (Copy to be attached)	

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

Full Signature of the Bidder:

Date:

Seal

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 personally/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 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.

Signature:

Date:

Name

Address

Designation:

FORMAT OF QUOTATION *

Sl. No.	Description Goods	Specifications	Rates offered	Warranty period

Signature of the Bidder

Name of the Firm/Agencies

Address

Date

Place

Seal

The DMMU, Koraput will not be bound to accept the lowest Quotation. The decision of the DMMU, Koraput shall be final in this regard.