

**OFFICE OF THE COLLECTOR AND DISTRICT MAGISTRATE, NUAPADA
(ST & SC Section)**

No 1113 //SSD, Dt. 21.03.23
QUOTATION CALL NOTICE

Sealed Quotation from the intending manufacturers/authorised dealers/registered firms are invited by the Collector, Nuapada for procurement of different items. Interested firms/suppliers may submit the price in the prescribed format as per Annexure-I. The detailed terms & conditions and prescribed format are available in the District web site i.e. www.nuapada.nic.in.

Items to be procured			
Sl.No	Items	Total Quantity	Approx. price per piece
1	Pen (Black)	2010	10
2	Ink Pad	741	20
3	Wide brown adhesive tap(one inch wide)	1358	20
4	A4 size Note Book of 70 pages	1432	25
5	Scissor (small)	858	20

1. The sealed tender should reach the O/O District Welfare Office, Nuapada through **Regd. post/Speed Post/By Hand** by 1.00 PM on or before 28.03.2023 and be opened on 28.03.2023 at 5.00 PM.
2. The **EMD amount of Rs. 5,000.00** should be submitted along with the bank draft in favour of the Collector, Nuapada.
3. Valid copies of PAN, GSTIN clearance etc. should be submitted along with the tender.
4. The documents submitted along with the tender will be verified with the originals at the time of opening of tender.
5. The tender should contain the price tender clearly mentioning the rates per unit in figure and words in neat. Any variation between the rates in figures and words, the rates in words will be taken in to consideration.
6. The rates should be inclusive of all taxes, conveyance etc.
7. The tender not accompanied with EMD as specified above, if the copies of PAN, GSTIN clearance certificate not submitted, it will be summarily rejected. The lowest tender shall be taken in to consideration.
8. The intending participants coming to the competition in response to the tender call notice should note that the undersigned reserves the right to reject any or all the tenders or reduce or increase the scope the work without assigning any reason thereof. Undersigned also reserves the right to disqualify any agency, at any stage.
9. The materials should be delivered at Nuapada DWO Office in good condition.
10. The EMD of the unsuccessful participant shall be refunded within 7 days of the finalisation of the selection process and the EMD of the selected agency/firm will be retained and will be refunded immediately on receipt of delivery report from the Office in charge.

11. The intending supplier has to quote the price as per the format which is available in the O/O DWO, Nuapada or same may be downloaded from the official website of Nuapada District .

✓ www.nuapada.nic.in.

12. The supplier has to quote rates in separate paper for separate sample.

13. The quality & price of the items shall be finalised by a Committee under the Chairmanship of ADM, Nuapada.


Addl.District Magistrate-cum-District
Nodal Officer, OBC Survey, Nuapada.

Memo No 1114 /date 21-03-23

Copy to DIO, NIC, Nuapada for information and necessary action. He is requested to upload the details including terms and conditions in the official website of Nuapada district for wide publication.


Addl.District Magistrate-cum-District
Nodal Officer, OBC Survey, Nuapada.

Memo No 1115 /date 21-03-23

Copy to Sub-Collector, Nuapada/DIPRO, Nuapada/ all Block Development Officer/ all Tahasildar for information. They are requested to publish the advertisement in their Notice Board for wide circulation.


Addl.District Magistrate-cum-District
Nodal Officer, OBC Survey, Nuapada.

ANNEXURE-I

**SPECIFICATION FOR EXPRESSION OF INTEREST FOR FINALISATION
PROCUREMENT**

Name & Address of the Agency

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.....
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Mobile No.....

GST No.....

Valid up to.....

Sl No	Description of material	Quoted price	
		Unit	Amount
1	Pen (Black)		
2	Ink Pad (Small)		
3	Wide brown adhesive tap(one inch wide)		
4	A4 size Note Book of 70 pages		
5	Scissor (small)		

Seal & Signature of the
Proprietor for Expression of
Interest