



DISTRICT PANCHAYAT RESOURCE CENTRE: MAYURBHANJ  
OFFICE OF ZILLA PARISHAD: MAYURBHANJ  
Baripada, Mayurbhanj, Odisha, 757002,  
E-mail: ori-dmayurbhanj@nic.in, Tel – 06792-260318



## QUOTATION CALL NOTICE

No 4455 / ZP (DPRC) / Dtd. 25/06/2024

### Engagement of Agency for Printing Training Materials & Taking Group Photographs in various Training conducted at DPRC, Mayurbhanj for the FY 2023-24 & 2024-25

District Panchayat Resource Centre (DPRC), Zilla Parishad, Mayurbhanj invites sealed quotations from the intending agency for printing training materials & taking group photographs in various training conducted at DPRC, Mayurbhanj for the FY 2023-24 & 2024-25. Interested agencies may offer their quotation in sealed envelope latest by **04.07.2024** upto **01:00 PM** which will be opened by a Committee on **05.07.2024** at **03:30 PM** in the chamber of the CDO-cum-EO, Zilla Parishad, Mayurbhanj.


The bidder may remain present or send their authorised representative while opening of quotation. The quotation cover should be Super-scribed on bold letter **"TENDER FOR ENGAGEMENT OF AGENCY FOR PRINTING MATERIALS FOR DPRC TRAINING FOR THE FY 2023-24 & 2024-25" OR "TAKING GROUP PHOTOGRAPHS FOR DPRC TRAINING FOR THE FY 2023-24"** respectively and will be addressed to **CDO, Zilla Parishad-cum-Principal, DPRC, Mayurbhanj, Baripada, 757002**. The sealed cover are to be dropped in the box placed in the office of **CDO-cum-EO, Zilla Parishad, Mayurbhanj** during office hours on working days only and any proposal received after due date will not be entertained. The authority reserves the right to cancel/ modify any or all quotations in part or whole without assigning any reason thereof.

#### A. Scope of Work:

1. Coloured or black & white booklets or front page coloured & inner single colour will be prepared as per below mentioned nos. of pages with allotted budget. 100 (nos. may be varied as per actual participants) copies booklets will be made for off-campus ToT contenting 30 to 100 pages and 808 (nos. may be varied as per actual participants) booklets will be made for DPRC training contenting 30 to 100 pages. Page nos. may be varied.
  - A) Healthy GP (Theme- 02)- 40 pages
  - B) Child Friendly GP (Theme- 03)- 30 pages
  - C) Water Sufficient GP (Theme- 04)- 85 pages
  - D) Clean & Green GP (Theme-05)- 100 pages
  - E) Self Sufficient Infrastructure (Theme-06)- 50 pages
  - F) Socially Secured GP (Theme-07)- 50 pages
  - G) Good Governance GP (Theme- 08)- 57 pages
  - H) Women Friendly GP (Theme- 09)- 40 pages
2. Black & white single print & both side printing (808 & 1616 copies respectively)

**B. The following terms and conditions shall apply**


1. The rate should be quoted per piece/ per training (requirement of booklets) inclusive of all taxes and other charges.
2. The bidders must have a valid GST Registration Certificate. (Copy to be enclosed)
3. The bidders must have a valid PAN Card. (Copy to be enclosed)
4. The bidders must have a valid Bank Account. (Copy of the front page of the Passbook to be enclosed)
5. The quotation must be accompanied by EMD of **Rs. 5000/- for booklets** in the form of Demand Draft drawn on any Nationalised Bank and drawn in favour of CDO-cum-EO, Zilla Parishad Mayurbhanj.
6. The EMD Money of unsuccessful bidder will be refunded after finalisation of Quotation.
7. The successful bidders shall supply items/ deliver services as per the requirement of the DPRC, Mayurbhanj.
8. The quoted price should not exceed the prevailing market price.
9. The supplier after supply of required item as requisitioned by this office is required to submit bills to the undersigned and payment will be made through account transfer only.
10. The undersigned reserves the right to reject any or all the quotations without assigning any reason thereof.

  
CDO, ZP-cum-Principal,  
DPRC, Mayurbhanj

Memo No 4456 /ZP/Date 25/06/2024

Copy to Notice Board of Zilla Parishad, Mayurbhanj /Notice Board of Collectorate, Mayurbhanj for wide publication.

Copy to the DeGM, OSWAN, Mayurbhanj for information and necessary action. She is requested to webhost the notice in the district website for wide publication.

  
CDO, ZP-cum-Principal,  
DPRC, Mayurbhanj

## Price Quotation of the Bidder

Sl No.	Training Name	No. of Pages	Booklet Design	Paper Quality in GSM	Quoted Price including charges of tax and transportation
1	Healthy GP (Theme- 02)	40 pages	a. All page coloured	128	
				75	
				70	
			b. Front & back page coloured & inner black & white		
c. All pages black & white					
2	Child Friendly GP (Theme- 03)	30 pages	a. All page coloured	128	
				75	
				70	
			b. Front & back page coloured & inner black & white		
c. All pages black & white					
3	Water Sufficient GP (Theme- 04)	85 pages	a. All page coloured	128	
				75	
				70	
			b. Front & back page coloured & inner black & white		
c. All pages black & white					
4	Clean & Green GP (Theme -05)	100 pages	a. All page coloured	128	
				75	
				70	
			b. Front & back page coloured & inner black & white		
c. All pages black & white					
5	Self Sufficient Infrastructure (Theme- 06)	50 pages	a. All page coloured	128	
				75	
				70	
			b. Front & back page coloured & inner black & white		
c. All pages black & white					
6	Socially Secured GP (Theme- 07)	50 pages	a. All page coloured	128	
				75	
				70	
			b. Front & back page coloured & inner black & white		
c. All pages black & white					

7	Village with Good Governance GP (Theme-08)	57 pages	a. All page coloured	128	
				75	
				70	
			b. Front & back page coloured & inner black & white		
			c. All pages black & white		
8	Women Friendly GP (Theme- 09)	40 pages	a. All page coloured	128	
				75	
				70	
			b. Front & back page coloured & inner black & white		
			c. All pages black & white		
9	All Theme	6464	Black & white single page print		
10	All Theme	12928	Black & white both side page print		

Signature & Seal of Bidder