

ODISHA STATE CIVIL SUPPLIES CORPORATION LTD, MAYURBHANJ, BARIPADA

No 263 // Date 21/01/25 //

QUOTATION CALL NOTICE

Sealed quotations are invited from the reputed firms /stationary/suppliers/wholesaler of Mayurbhanj district having GST Number (Certificate) & PAN number for supply of office stationary / sanitary (cleaning) & other office uses items etc to OSCSC Ltd, Mayurbhanj, Baripada for the financial year 2025-26 & 2026-27

The quotationers should quote the rate for the office stationary articles / sanitary (cleaning) items as per specification in the enclosed statement both in figure and words and submit a Bank Draft of Rs. 3000/- only drawn in favour of District Manager, OSCSC Ltd, Mayurbhanj, Baripada towards EMD. The quotationers are requested to drop their sealed quotation in the sealed box kept in the office chamber of CSO-cum-District Manager, OSCSC Ltd, Mayurbhanj up to 3.00 PM of dated 01.02.2025 which will be opened on dated 01.02.2025 at 4.00 PM in presence of the committee members, quotationers or their authorized representatives. The quotation shall not be received after 3.00 PM of 01.02.2025. The lowest rate quoted by the firms/stationary suppliers/wholesalers shall be accepted. The EMD money of unsuccessful quotations shall be refunded after finalization of quotation. The requirement (quantity) of office stationary articles in a separate statement enclosed with Quotation Call Notice is tentative which may vary in subsequent stage. The undersigned reserves the right to cancel any or all the quotation without assigning any reason thereof. Quotationers shall enclose the attested copy of GST number and PAN number alongwith quotation.

Handwritten signature
Chief CSO-cum- District Manager,
OSCSC Ltd, Mayurbhanj

Memo No 264 Date 21/01/25

Copy forwarded to Office-In-Charge, NIC, Mayurbhanj District Centre, Baripada for information and necessary action. He is requested to upload the quotation notice on the Mayurbhanj District website from the date _____ to _____.

Copy to office Notice Board of CSO-cum-District Manager, OSCSC Ltd, Mayurbhanj for information of local traders.

Copy forwarded to FA & CAO, OSCSC Ltd, Bhubaneswar for favour of kind information and necessary action.

Copy to Notice Board of Collectorate, Mayurbhanj, Baripada for wide publication.

Copy to Office Notice Board of all Sub-Collectors of Mayurbhanj District for wide publication.

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Chief CSO-cum- District Manager,
OSCSC Ltd, Mayurbhanj

Handwritten signature
21/01/25

Annexure-1

Sl. No	Description	Name of Company	Rate Quoted per Unit in Rs.
1	A4 Size Xerox paper	JK Paper Ltd	
2	Scissor (med)	Kores	
3	Tag	Kores	
4	Stapler with Pin (Size 10-1M)	Kangroo	
5	Stapler Pin Size (10-1) M	Kangroo	
6	Stapler Pin Size (24/6) M	Kangroo	
7	Gum Tube (Medium)	Kangroo	
8	Note Sheet (50)	JK Paper	
9	Pen	Cello	
10	Pencil	Natraj	
11	Folder File	Ambassador	
12	Board File	Ambassador	
13	Cover File	Ambassador	
14	Lace File	Ambassador	
15	Register No-4	Oxford	
16	Register No-6	Oxford	
17	Register No-8	Oxford	
18	Register No-10	Oxford	
19	Register No-20	Oxford	
20	Peon Book	Oxford	
21	Index Register	Oxford	
22	Issue Register	Oxford	
23	Cash Book (8 Nos)	Oxford	
24	Cash Book (6 Nos)	Oxford	
25	Log Book	Oxford	
26	Punching Machine (Medium)	SHP-20	
27	Correction Pen (Castese Metal tip)	Feber	
28	Stamp Pad	Kores	
29	Marker	Jumbo	
30	Envelop	Kores	
31	Budkin	Kores	
32	Chair Towel	Remond	
33	Room Spray (Normal)	Mizz	
34	Odmos (Normal)	Odonil	
35	Cup Plate	Laopala	
36	Cup Plate Cover	Laopala	
37	Table Cloth	Raymond	
38	Salu Cloth	GC Mohanta & Sons	
39	Calculator 12 digit	Casio	
40	Note Pad	Oxford	
41	Highlighter	Canon	
42	Paper weight	Kores	
43	Flag	Kores	
44	Conference pad paper craft	Local Market	
45	12" Scale	Natraj	
46	Lace File	Oxford	
47	Sample Bag	Local Market	
48	Computer Cleaner	Samsung	
49	Phenyl	Doctor	
50	Floor Clean Stick (Big)	Cello	
51	Water Bottle	Cello	
52	Stick Cover File	Oxford	