



ଢିଲ୍ଲା ପରିଷଦ କାର୍ଯ୍ୟାଳୟ : ମୟୂରଭଞ୍ଜ

BARIPADA -757001: ODISHA

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Letter No. 721 /ZP - Mayurbhanj / Date: 31 / 01 /2025

Quotation Call Notice

Sealed Quotations are invited from intending Authorised suppliers/ Dealers having GST / IT clearance certificate for providing Desktop system with UPS and High-Speed Printer as per the specification given below for Zilla Parishad, Mayurbhanj. The evaluation forms & format of quotation completed in all respect should reach the undersigned on or before **14.02.2025 by 5:00 PM through Registered Post/Speed Post** only and shall be opened on the next day at **11.00 A.M.** in presence of the bidders or their authorized representatives.

The undersigned is reserves to accept or reject the tender without assigning any reasons thereof.

For Tender Form and other Details visit: - www.mayurbhanj.odisha.gov.in

1. Name of the Items:-

| Brief Description of the Items | Specification | Delivery period | Place of delivery | Quantity |
|---|--|---|----------------------------|----------|
| 1. Desktop with UPS, Keyboard and Mouse | Windows 11 Home Processor: Ci5-13 th gen with integrated graphics, RAM-16 GB DDR4(3200 MHZ or above), 512 GB SSD, MSO 2021, Wired Key board + Mouse, Wifi+Bluetooth, 3 Years Warranty, 22-inch Monitor FHD Brand: Dell /HP/Lenovo UPS: 600 VA/360W, 230V (Vertiv/Intex/Luminous) | Within 15 days of receipt of Purchase Order | Zilla Parishad, Mayurbhanj | 02 Nos. |
| 2. Laser Printer B/W (High Speed) | Print, Copy (A4/LTR /Auto Duplex), USB, Wi-Fi, Bluetooth, Print Speed: 38-42 ppm Brand: HP/Canon | Within 15 days of receipt of Purchase Order | Zilla Parishad, Mayurbhanj | 01 No. |

2. Bid Price

- a) The transportation charges also to be included in the Bid Price.
- b) All duties, taxes and other levies payable by the dealer under the contract shall be included in the total price.
- c) 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.
- d) The Prices should be quoted in Indian Rupees only.

3. Validity of Quotation

Quotation shall remain valid for a period not less than 60 days after the deadline date specified for submission.

4. Evaluation of Quotations

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

- (a) Are properly signed and
- (b) Confirm to the terms and conditions, and specifications.

The Quotations would be evaluated for all the items together.

5. Award of contract

5.1 The Purchaser will award the contract to the bidder whose quoted price will be reasonable.

5.2 The bidder whose bid is accepted will be notified of the award of contract by the Purchaser prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the purchase order.

6. Payment shall be made after delivery of the goods through NEFT/RTGS after submission of the bills and vouchers.

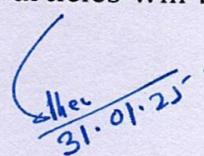
7. Any effort by a bidder to influence the purchaser in its decision on bid evaluation or placement of purchase order may result in rejection of the bidder's offer.

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



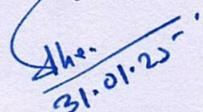
Notwithstanding the above, the Zilla Parishad, Mayurbhanj reserves the right to accept or reject any quotation and to cancel the bidding process and reject all bids at any time prior to the issue of contract letter. The bidders may be present in person or through one of their representative(s) during the opening of quotations as per the date and time fixed by the CDO-cum-EO, Zilla Parishad, Mayurbhanj.

10. A sum of **Rs. 3,000/-** as EMD Amount shall be deposited by the intending bidders in shape of Account Payee Bank draft drawn in favour of the **Chief Development Officer-cum-Executive Officer, Zilla Parishad, Mayurbhanj payable at Baripada** and submitted along with the tender. After completion of tender process, the EMD will be refunded to unsuccessful bidders immediately and for successful bidders the deposited amounts will be refunded to their respective accounts within 60 working days from the supply of the product.
11. If the successful bidder fails to supply the products within the stipulated period, then the security deposit will be forfeited.
12. The 1st Lowest Bidder cannot claim to supply the articles, as the articles will be purchased as per the specification & quality.


Chief Development Officer
-cum-Executive Officer,
Zilla Parishad, Mayurbhanj

Memo No. 722 Dated. 31/01/2025.

Copy to Notice Board of Collector & District Magistrate, Mayurbhanj/All PA ITDAs/Dy. Collector, Nizarat, Collectorate, Mayurbhanj / all BDOs/Sub Collector Mayurbhanj/ Udala/ Rairangpur / Karanjia/ All Tahasildars/ Executive Officer, Baripada Municipality/DI & PRO, Mayurbhanj, Baripada with a request to affix the above tender call notice in their notice board for wide publicity.


Chief Development Officer
-cum-Executive Officer,
Zilla Parishad, Mayurbhanj

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 | GST No.(Copy to be attached) | |
| 5 | PAN No.(Copy to be attached) | |
| 6 | Bank A/c Details (Copy of Pass Book) | |
| 7 | Up to date IT return Acknowledgement | |
| 8 | Up to date GST Clearance Certificate (Copy to be attached) | |
| 9 | Brand Authorisation 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 tender 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 tender 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 tender is given to me/us.

Signature:

Date:

Name

Address

Designation:

FORMAT OF QUOTATION

| Sl. No. | Description Goods | Specifications | Rates offered |
|---------|-------------------|----------------|---------------|
| 1 | 2 | 3 | 4 |
| | | | |

Gross Total Cost: Rs.

Total bid price (including Taxes and Other) in Rs. _____ (in numbers)
_____ (In Words)

Signature of the Bidder

Name of the Firm/Agencies

Address

Date

Place

Seal