



OFFICE OF THE TAHASILDAR: SULIAPADA: MAYURBHANJ

Email :tah.suliapada-od@nic.in

At/P.O- Suliapada, Dist- Mayurbhanj, Odisha- 757022,

SEALED QUOTATION/ TENDER CALL NOTICE

No. 1925 /Nirt.dt. 11/07 /2025

Sealed Quotations/ Tenders are invited from reputed IT Firms/ Suppliers/ Dealers/ Agencies having GST and IT clearance certificate for supply of 01(one) nos. of laptops and 01(one) nos. of multi functional printers (MFPs) ,as per specifications detailed below for official use in respect of all R.I. Circles under Suliapada Tahasil.

Sl. No.	Name of the items	Quantity	Specifications
1	2	3	4
1	Laptop of HP Brand	01	➤ HP pavilion 16Processor intel core ultra 7 16GBRAM 512GB ROM
2	Printer of Canon/HP Brand (MFPs)	01	➤ Multiple Functional Printer

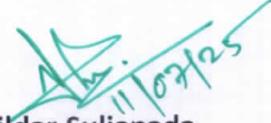
TERMS AND CONDITIONS:

1. The IT firms shall have a GST Registration to participate in the tender process.
2. The Laptop shall have Antivirus (Quick Heal Total Security) installed at least for three years.
3. The Laptops shall have at least three years of warranty.
4. The laptop shall be with a very good quality Bag pack of HP.
5. The envelopes of the sealed quotations should be super scribed as "Tender for Supply of Laptop". The sealed quotation addressing to the Tahasildar, Suliapada, At/P.O/P.S-Suliapada, Dist-Mayurbhanj, Pin-757022 should be reached before the undersigned by Registered Post/Speed Post only on or before 24.07.2025 by 3.00 P.M. No tender paper shall be accepted through fax/e-mail or by hand. The tender shall be opened on same day i.e.24.07.2025 at 04.00 P.M in the chamber of the Tahasildar, Suliapada in presence of the bidders or their authorized representatives having authorization letter. The undersigned will not be held responsible regarding late submission/receive of the tender in any manner.
6. The quotation must be attached with PAN and valid GST Registration certificate. Incomplete quotations paper shall not be entertained by the committee.
7. The quoted rate must be inclusive of all taxes (CGST,SGST,IGST & other taxes as applicable). The transportation/service charges also to be included.
8. The supplier should supply quoted articles within 7(Seven) days to this office from the date of supply order.
9. The payment will be made through NEFT/RTGS within 15 (Fifteen) working days after successful delivery of items/articles as per the specification. No advance payment can be made for supply of the above items.
10. This quotation/tender for Laptops will be available at Mayurbhanj District Website www.mayurbhanj.nic.in from dated 10.07.2025 to 24.07.2025 by 1.00 PM.

11. The supplier shall be held responsible for any type of damage found during transportation to this office.

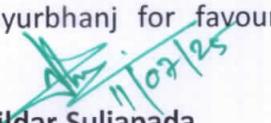
12. Defective materials, if any, shall be replaced without added cost by the supplier within 07 (Seven) working days of receipt of the material.

13. The undersigned reserves the right to cancel/reject any or all the quotations/tenders without assigning any reason thereof.


Tahasildar, Suliapada

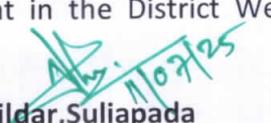
Memo. No. 1926 //Dt. 11-07-2025

Copy submitted to the Collector & District Magistrate, Mayurbhanj for favour of kind information and necessary action.


Tahasildar, Suliapada

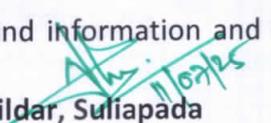
Memo. No. 1927 //Dt. 11-07-2025

Copy submitted to the De GM, NIC, and Mayurbhanj for favour of kind information and necessary action with a request to make available the advertisement in the District Web Site of Mayurbhanj for wide publication of the quotation/tender call notice.


Tahasildar, Suliapada

Memo. No. 1928 //Dt. 11-07-2025

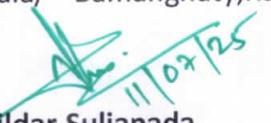
Copy submitted to the D.I. & PRO, Mayurbhanj for favour of kind information and necessary action.


Tahasildar, Suliapada

Memo. No. 1929 //Dt. 11-07-2025

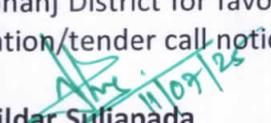
Copy submitted to the Sub-Collector, Baripada/ Kaptipada, Udala/ Bamanghaty, Rairangpur/ Panchpir, Karanjia for favour of kind information and wide publication.

Copy submitted to the PA, ITDA, Baripada/ Kaptipada, Udala/ Bamanghaty, Rairangpur/ Panchpir, Karanjia for favour of kind information and wide publication.


Tahasildar, Suliapada

Memo. No. 1930 //Dt. 11-07-2025

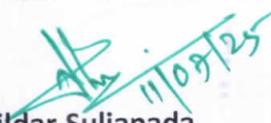
Copy submitted to all BDOs/all Tahasildars/all CDPOs of Mayurbhanj District for favour of kind information and wide publication. They are requested to hang the quotation/tender call notice at their respective Notice Board for information and wide publication.


Tahasildar, Suliapada

Memo. No. 1931 //Dt. 11-07-2025

Copy to all R.I.s of this Tahasil for information and necessary action. They are directed to hang the quotation/tender call Notice Board for wide publication of all concerned.

Copy to the Notice Board of this office for wide publication.


Tahasildar, Suliapada