

**OFFICE OF THE PANCHAYATSAMITI BAHALDA : MAYURBHANJ**  
**QUOTATION CALL NOTICE**

No 664 /Date 16 / 03 / 2026 //

Sealed Quotation from intending reputed suppliers / Authorised Dealers/Firms/Registered enterprises having GST registration and PAN/TIN for supply of 07 Nos. of Desktop PC, 01 No. of All-in-One Desktop PC ,08 Nos. of UPS and 06 Nos. of Laser Printer as per the specifications given below for GP / MGNREGA Sections of Panchayat Samiti Bahalda. The Quotation completed in all respect adhering to the following terms and conditions should be received in this office on or before 02.04.2026 by 05.00PM. The undersigned reserves the right to accept or reject any or all quotations without assigning any reason thereof.

Item	Specification	Quantity	Preferred Brand
1	2	3	4
Desktop Computer	Monitor- 21.5 inches IPS LED Processor- Intel Core i5 14 <sup>th</sup> Generation RAM- 8 GB DDR 5 HDD Drive- 512 SSD Operating System- windows 11+ MSO24+M365 with antivirus Mouse- wired Key Board:-Wired Warranty –3 years OEM warranty	07	DELL
All-in-One Desktop Computer	Monitor- 24 inches Processor- Intel Core i5 13 <sup>th</sup> Generation RAM- 8 GB DDR 5 HDD Drive- 512 SSD Operating System- windows 11+ MSO24+M365 with antivirus Mouse- wired Key Board:-Wired Warranty –1 years OEM warranty	01	HP
Printer	Multifunction laser Printer MF3010 (Print/Scan/Copy)	06	Canon
UPS	600 VA Line Interactive UPS Warranty- Minimum 2 years	08	Microtek

The undersigned has the right to cancel this quotation without any prior notice to the suppliers. The quotations will be opened on 04.04.2026 at 11.00 A.M in the conference Hall of Bahalda Panchayat Samiti.

The following terms and conditions should be strictly adhered to:-

1. The quotation must be Quoted per unit Cost & completed in all respect should be put in a sealed envelope and should be superscribed1. as "Tender for supply & installation of Desktop PC, All-in-One Desktop PC, Printer & UPS in this office" The sealed quotations should be sent through Registered /Speed Post/Courier addressed to the Block Development Officer, Bahalda AT/PO- Bahalda, Dist-Mayurbhanj, Pin-757046 so as to reach this office on or before 02.04.2026 by 05.00 PM . Sealed quotation received after the closing date

and time will not be entertained. Quotation(s) through fax/e-mail will not be entertained.

2. The envelope containing the quotation should be properly sealed (preferably wax/Gum tape seal). If the envelope containing the quotation is not sealed. It will be rejected.
3. A sum of Rs 10,000/- as earnest money shall be deposited by the intending bidders in shape of Account Payee Bank Draft in favour of Block Development Officer Bahalda payable at SBI Bahalda. The earnest money of the unsuccessful bidders shall be refunded after finalisation of the successful L1 Bidder.
4. The above quotation will be opened on scheduled date ,time and venue. The bidders or their authorised agents shall remain present during opening of quotations which will be provided at their own expenses. Nobody will be allowed to participate in the opening of sealed Quotations without authorisation.
5. The quoted rate must be inclusive of all taxes (CGST, SGST, IGST & other taxes as application) . The transportation/service charges also to be included.
6. The quotation must be attached with valid GSTIN certificate. Incomplete quotations paper shall not be entertained by the committee.
7. **Opening and Evaluation of Bids**  
The purchaser will open all Bids in presence of Purchase committee Members and Bidders or their representative. The purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest evaluated quotations price with above mentioned specification. Bidders or their representatives who are present shall sign the quotation opening sheet evidencing their presence.
8. The rates quoted by the bidders shall be fixed for duration of the contract and shall not be subject to adjustment on any account.
9. The Supplier should supply quoted articles within 7(Seven) days to this office from the date of supply order. Since provision of the quoted items are to be completed in a time bound manner, failure to deliver of the items in the prescribed time frame will lead to cancellation of the supply order, then the security deposit will be forfeited.
10. The payment will be made through NEFT/RTGS within thirty working days after successful delivery of items/articles as per specification and GST Norm. No advance payment can be made for supply of the above items.
11. The supplier should provide proper GST Bills along with details of Bank A/C for payment supply of quoted articles.
12. Defective materials if any shall be replaced without added cost by the supplier within 07(Seven) working days of receipt of the Materials.
13. Any legal dispute arises out of this subject to jurisdiction of Mayurbhanj only.

Block Development Officer

*16/3/26*  
Bahalda  
Block Development Officer  
Bahalda

Memo No 665 /Dt 16 / 03 / 2026 //

Copy Submitted for display on Notice board of the Collector & District Magistrate, Mayurbhanj/Sub-Collector, Bamanghaty for wide publicity.

Copy to Tahasildar Bahalda/CDPO Bahalda/BEO Bahalda for information and necessary action. They are requested to display the notice on their concerned Notice Board for wide publicity.

Block Development Officer

Bahalda

16/3/26  
Block Development Officer  
Bahalda

Memo No 666 /Dt 16 / 03 / 2026 //

Copy submitted to the District e-Governance Manager, (DeGM) Mayurbhanj, Baripada for publication in the District Website:- [www.mayurbhanj.odisha.gov.in](http://www.mayurbhanj.odisha.gov.in).

Block Development Officer

Bahalda

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