

DISTRICT RURAL DEVELOPMENT AGENCY, NAYAGARH

SHORT QUATATION CALL NOTICE

No. 3290 Dated 14.12.2020

Sealed quotations are invited from the reputed and authorized manufacturers/ firms/ agencies/ dealer having valid GST registration number for "Colour Printing of A4 Size Paper with text" under Rural Housing Scheme of O/o- Project Director, DRDA, Nayagarh, PIN-752070.

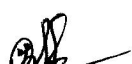
Details of Schedule of requirement of Items is attached as "Annexeture-A"

The detailed quotations shall be received by the Office of the Project Director, DRDA, Nayagarh-752070 from 14.12.2020 to 21.12.2020 at 03.00 pm only through Speed Post/ Registered Post. The same will be opened at 05.00 pm on 21.12.2020 at the O/o PD, DRDA, Nayagarh. The bidders or their representative may remain present at the time of opening of the quotation failing which no complain/dispute in future shall be entertained.

The bidders are to quote unit price of a particular item along with GST, Transportation Fees & any other Charges as admissible.

This invitation for quotations is subjected to the terms and conditions appended below:

1. The quotations should be sent in Sealed Cover addressed to Project Director, DRDA, Nayagarh-752070. The words "Colour Printing of A4 Size Paper with text" should be prominently written on the envelope containing the quotation.
2. The quotation should reach to this Office latest by 03.00 p.m. on dated 21.12.2020.
3. The Tenders will be opened on 21.12.2020 at 05.00 pm.
4. The contract shall be comprehensive and no extra charges will be admissible. The successful bidder is to supply the items District HQ within 3 days after placing of order.
5. The order can be terminated by the Project Director, DRDA, Nayagarh at any time without assigning any reason thereof. If the work of the L1 bidder is found to be unsatisfactory, the Project Director, DRDA, Nayagarh will be at liberty to entrust the same to the next lowest bidder. In this connection, the decision of the Project Director, DRDA, Nayagarh shall be final and binding upon the bidder.



6. Payment will be made on successful completion of the work as per govt. procedure.

7. Quotation received after due date and time will not be accepted.

9. The Project Director, DRDA, Nayagarh reserves the right to reject any quotation in whole or in part without assigning any reason therefore.

10. Quotations that do not satisfy the terms and conditions are liable to be rejected summarily.

11. The quotation should be valid for one year from the date of issuance of Supply Order.

12. Quantity of the Sticker/Printing may increase or decrease marginally.

13. Bidders must furnish full data and information as required.


14.12.2020
Project Director,
DRDA, Nayagarh

1. Copy to:

Addl. District Magistrate, Nayagarh/Sub-Collector, Nayagarh/All BDOs/All Tahasildar/All Executive Officers of ULBs/All CDPOs/All District Level Officers of Nayagarh District/All Line Deptts. for information and necessary action. They are requested to publish the notice in their notice Boards for wide publicity.

2. Copy to DIO, NIC, Nayagarh for information. She is requested to upload the same in the District website for wide publication.


14.12.2020
Project Director,
DRDA, Nayagarh

QUOTATION FORM

To,
The Project Director
DRDA, Nayagarh, Odisha-752070

Dear Sir,

Quotation for "Colour Printing of A4 Size Paper with text" under Rural Housing Scheme

I/We refer to the Invitation for Quotation issued by you for the execution of work "Colour Printing of A4 Size Paper with text" as mentioned in the Advertisement.

I/We do, hereby offer to perform, execute and complete the works in conformity with the Scope of Work, Conditions of Quotation and other specifications issued to us along with the Quotation Document.

I/We have satisfied ourselves of the site conditions and examined all aspects of the Quotation Document. Subject to the above, I/we do hereby agree, should this Tender be accepted, in whole or in part, to:

Abide by, perform and fulfil the terms and conditions of the Quotation Document. Complete the Scope of Work within the Time Frame given in the Quotation Document on issue of the Work Order.

I/We understand and accept that the acceptance of any Bid shall be at the sole and absolute discretion of DRDA, Nayagarh, and they do not bind themselves to accept the lowest tender or any tender and may reject any or all tenders received. If the above-mentioned conditions are not fulfilled or are incomplete in any respect, the Tender is liable to be rejected.

Rate Quoted

Item Name	Specification	Requirements	Rate quoted per piece (In Rs) including Tax & Transportation
Paper printing	Size- A4	70000 Numbers (Approx)	
	Print- Multi Color Print		
	Paper quality- Minimum 70 GSM		

NB: Soft copies will be provided for printing to the L1 bidder after finalisation of Quotation.

Date:

Signature of the Bidder with Stamp

