



PANCHAYAT SAMITI OFFICE, NAYAGARH

ORDER NO. 735 /Dev. Sec. Dt. 07/04/2021

QUOTATION CALL NOTICE

Sealed Quotations are invited from the indenting firms /suppliers/ Press dealing with supply of Printed Forms, Bond Paper and printer cartridges as per the following requirements of this section, Panchayat Samiti, Nayagarh.

The sealed Quotations should reach the undersigned by on or before 11.00 AM dated 15th Apr -2021 and the same will be opened at 01.00 PM on the same day in the office of the undersigned in presence of the Quotationer or their authorized representatives.

The sealed Quotations may be dropped in the drop box kept in the Office of the undersigned. Quotations received beyond the above date and time fixed will not be taken in to consideration. The Quotation should have to quote the price (including GST) with the rate of guaranty/warranty of the items. The items should bear with the exact specifications which shall be provided after finalization of the quotation call towards printing job.

Sl No	Item	Quoted Rate (including GST) in Rs/-
01	A4 size paper with Printing at both side	
02	A4 size paper with Printing at single side	
03	A4 size bond paper (per packet)	
04	Printer Cartridge (HP Laser Jet 1020 plus)	
05	Refill of the Printer Cartridge	

The interested firms may quote the prices of the Items as specified above. No alteration is bearable. The quotations are to be attached with the following documents of the firm positively.

- 1- Money receipt/ Demand Draft/ Cheque of Rs.500/- (Rupees five hundred) only towards cost of quotation call notice in favour of BDO, Nayagarh (non-refundable).
- 2- Certificate towards proof of firm registration under commercial Tax (GST).
- 3- Certificate towards up to date GST & IT clearance.

The undersigned reserves the right of accepting or rejecting any or all Quotations without assigning any reason thereof.


Block Development Officer
Nayagarh

Memo No. 736 / Dev. dt. 07.04.2021.

Copy to the District Informatics Officer, NIC, Collectorate, Nayagarh for information & necessary action. She is requested to hosting the Quotation Call Notice in the District Website for information of General Public.


Block Development Officer
Nayagarh

Memo No. 737 / Dev. dt. 07.04.2021.

Copy submitted to the Addl. District Magistrate, Nayagarh/ Project Director ,DRDA, Nayagarh/ Sub-Collector ,Nayagarh/ All BDOs & Tahasildars of Nayagarh District for kind information & wide Publication of the notice through their notice board.


Block Development Officer
Nayagarh

Memo No. 738 / Dev. dt. 07.04.2021.

Copy submitted to all the Purchase Committee members w.r.t. this quotation call notice of BDO, Nayagarh. All members are requested to be present at the time of opening of the quotations & submit the name of the selected firm to the undersigned.


Block Development Officer
Nayagarh