



ODISHA LIVELIHOODS MISSION, NAYAGARH



Department of Mission Shakti, Government of Odisha
District Rural Development Agency Campus, Nayagarh, Odisha 752069

E-mail: nayagarhdpm.olm@gmail.com

Phone No: 06753-255003

Letter No: 804

Date: 30.10.21

SHORT QUOTATION CALL NOTICE

Sealed quotations are invited from the intending Registered Dealers/Stores having valid GST Number for supply of a Photocopier as per required specification given below.

The procurement of the below mentioned item will be done in compliance with Letter no. 4939 dated 13.02.2012 of Finance Dept., Govt. Of Odisha and other instructions issued by Government from time to time.

Procurement

Sl. No	Item to be procured	Model
1	Photocopier Machine	Cannon iR2006N with Duplex Unit C1

The detailed quotation as per format annexed shall be received by the Office of the Project Director – cum- District Mission Coordinator, DRDA, Odisha Livelihoods Mission, Nayagarh from Dated. 02/11/2021 to Dt. 15/11/2021 from 10.00 AM to 5.00 PM. The Sealed Quotation should be received only through Regd./Speed Post up to Dt. 15/11/2021 by 5.00 PM. & the sealed quotations will be opened at 5.30 PM. on Dt. 16/11/2021 at the O/o PD, DRDA, Nayagarh.

The quotation received beyond the scheduled date & time shall be rejected. The undersigned reserved all the rights to receive or reject any or all quotations without assigning any reasons thereof.

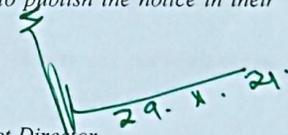
The Quotation details, Quotation Form, Terms & Conditions and Evaluation Form are enclosed as annexed.


Project Director,
DRDA, Nayagarh

Memo No- 805

Date- 30.10.21

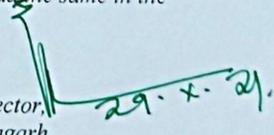
Copy forwarded to the Addl. District Magistrate, Nayagarh/ Sub-Collector, Nayagarh/All BDOs/All Tahasildar/All Executive Officers of ULBs/All CDPOs/All District Level Officers of Nayagarh District/All Line Depts. for information. They are requested to publish the notice in their notice Boards for wide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


Project Director,
DRDA, Nayagarh

Memo No- 806

Date- 30.10.21

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


Project Director,
DRDA, Nayagarh

Quotation Details:

1. Specification of the Item:

Item	Specification	Place of Delivery	Warranty & AMC	Quantity
<i>Photocopier Machine</i>	<i>Feed</i>	<i>Duplex Automatic Document Feeder</i>		
	<i>Type</i>	<i>A3 Monochrome Multifunctional Device (Reader/Printer Desktop)</i>		
	<i>Copy/Print Speed</i>	<i>A4: 20ppm / A3:10ppm</i>		
	<i>Memory</i>	<i>512 MB</i>		
	<i>Toner Yield</i> <i>Drum Yield</i>	<i>Approx 10,200 sheets (A4, 6% coverage)</i> <i>Approx 63,700 sheets</i> <i>Ethernet 100Base-Tx/ 10Base-T (IEEE 802.3 compliant), WLAN IEEE 802.11b/g/n</i>	<i>OLM, DRDA, Nayagarh</i>	<i>Minimum 1 Year from date of delivery</i>
<i>Interface</i>	<i>TCP/ IP (IPv4/IPv6), USB ;</i> <i>Frame type: Ethernet II,</i> <i>Print applications:</i> <i>LPD/ Raw/ IPP / IPPS/ WSD/ Mopria/ Google Cloud Print/ AirPrint/</i>			
<i>Network Protocol</i>	<i>Windows10 Mobile Print</i>			

2. Quoted Price:

- 1. The transportation charge also to be included in the quoted price.*
- 2. Products will be delivered at OLM, DRDA, Nayagarh 752070.*
- 3. All duties, taxes and other levies payable by the dealer under the contract shall be included in the quoted price.*
- 4. The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be changed.*
- 5. The price should be quoted in Indian rupees only.*
- 6. Price shall not be the sole criteria for selection of bid. Quality of the product and service will also be taken into account.*

3. Each bidder shall submit only one quotation.

4. Validity of Quotation

Quotation shall remain valid for a period of 30 days after the deadline date specified for submission.

5. Evaluation of Quotation

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

- Are properly signed,
- Confirm to the terms & condition and specification,

6. Award of contract

- 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 quotation price.
- The Bidder whose bid is accepted will be notified of the award of contract by the purchaser prior to expiry of quotation validity period.
- Payment shall be made after delivery of goods at District OLM Cell, DRDA, Nayagarh through PFMS account after submission of Bills and Vouchers.
- 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.
- The purchaser has the right to cancel/ reject the Quotation Call Notice at any point of time.

7. Any legal dispute arising is subjected to Nayagarh jurisdiction only.

8. Notwithstanding the above, the OLM Nayagarh 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 present in person or through one representative during the opening of quotations as per date and time fixed.

9. The L-1 (i.e. Lowest) bidder can't claim to supply the goods, as the goods will be purchased as per specification and quality.

A handwritten signature in blue ink, followed by the date "29.11.21" written in green ink.

**Project Director & District Mission Coordinator,
OLM, Nayagarh**

QUOTATION FORM

1. Name of the Bidder(Firm/Dealer) in Capital Letter:

2. Address in Capital Letter:

<i>Sl. No.</i>	<i>Description of Goods</i>	<i>Specification</i>	<i>Rate offered per unit</i>
<i>Total</i>			

Gross Total Cost: Rs.....

Full Signature of Bidder with Stamp

Date:

Address:

Terms and Conditions:

1. 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 quotation price.
2. The bidder whose bid is accepted will be notified of the award of contract by the purchaser prior to expiry of the quotation validity period. The terms of the accepted offers shall be incorporated in the purchase order.
3. Payment shall be made after delivery of goods, at district OLM Cell, through PFMS after submission of Bills and Vouchers.
4. 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.
5. Any legal dispute arising is subjected to Nayagarh jurisdiction only.
6. Notwithstanding the above, the OLM Nayagarh 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 present in person or through one representative during the opening of quotations as per date and time fixed.
7. The L-1(1st Lowest) bidder can't claim to supply the goods, as the goods will be purchased as per specification and quality.
8. The bid includes the rate quoted by the bidder including the transportation charges and all duties, taxes payable by the bidder.

Full Signature of Bidder with Stamp

Date:

Address:

EVALUATION FORM

1. Name of the Bidder/Dealer/Supplier(In Capital Letter):

2. Full Address(In Capital Letter):

Mobile No:

E-mail:

3. Are you a manufacturer/dealer/supplier:

4. GST Registration No. With place (Copy to be attached):

5. TIN No.(Copy to be attached):

6. PAN No.(Copy to be attached):

I do hereby certify that the above mentioned particulars are true and correct. It is hereby declared that I, the undersigned, have read all the terms and conditions of the quotation document for which I have submitted the bi personally/under proper lawful power of attorney. It is also certified that all the terms and conditions of the quotation document are fully acceptable to me and I will abide by such terms and conditions.

Full Signature of Bidder with Stamp

Date:

Address: