



**OFFICE OF THE EXECUTIVE ENGINEER
RURAL WATER SUPPLY & SANITATION DIVISION
NAYAGARH – 752069**

E-mail- eerwss_nay@nic.in & eerwssnayagarh@gmail.com ☎ (-956753-252173)

QUOTATION CALL NOTICE NO-10 OF 2021-22

Sealed quotations are invited from registered manufacture/Authorized dealers/Authorized Distributor / Reputed firm/ press for the following items. The quotations should reach in this office on or before 24.03.2022 up to 02.00 PM & the same will be opened on 24.03.2022 at 4.00 PM in presence of the Quotationers or their authorized agents.

Sl No.	Description of Item	Qty.	Unit	Make	Rate per Unit (Excluding GST)	
					In Word.	In Figure
1	Binding Register (size-20) (printed as per instructed matter)	20	No			
2	Binding Register (size-16) (printed as per instructed matter)	28	No			
3	Computerised Polymer Rubber Stamp Unlimited Print type (as per instructed matter)	10	No			
4	Binding Register (size-14)(printed as per instructed matter)	20	No			
5	Card board flat file best quality(Length -36cm *Breadth 26cm)	20	No			
6	A/4 size Red level copier paper GSM-75 (Size of paper-21.0 x 29.7cm consisting of 500 nos of paper in 1 pkt)	50	Pkt.			
7	Note sheet Paper(Printed as per instructed matter)	4	Pkt.			
8	Use & throw stick ball point Pen with from grip blue colour (Consisting of 10 pen in 1 pkt)	30	Pkt.			
9	Use & throw water proof red gel pen ink for smudge free	15	No			
10	621 HB Pencil(pack of 5)	4	Pkt.			
11	Permanent Marker Pen (black colour)(Consisting of 10 pen in 1 pkt)	3	Pkt.			
12	Printed Fly leaf(Length -36cm *Breadth 26cm)Material -Card board with middle cotton lining & printed with RWS&S Division, Nayagarh, single punching hole with metal protection	150	No			
13	Spring Cover File (Length -36cm *Breadth 26cm)Material -plastic with middle cotton lining & printed with RWS&S Division, Nayagarh, double punching hole with metal protection	15	No			
14	Metal Body Stapler (Slot loading mechanism,Built-in reload viewing slot and Staple Remover,supporting No. 10 Pin size)	4	No			

	Metal Body manual Stapler HP 45 Supporting Pin size 24/6	3	No			
16	150 Steps Check and Correct Calculator with Tax Keys(Power source - solar & battery, Size- 14 x 12.3 x 3 Centimeters) with 3 Years All India Manufacturer Warranty	3	No			
17	Metal Mesh Pen and Pencil Stationary Storage Tidy Desk Organizer Box with Compartment for Home and Office Accessories (Black) (4 Compartment)	2	No			
18	Correction Pen with anti-clog metal tip fluide quantity-7ml	6	No			
19	Gum(Capacity- 700ml)	2	No			
20	Stapler pin 10(set up 20 in 1pkt)	2	Pkt.			
21	Stapler pin size.24/6 (set up 20 in 1pkt)	2	Pkt.			
22	Fine Quality Cotton Blend Anti Skid Doormat (Size- 16*24 inch')	4	No			
23	Surgical Spirit (400ml)	4	No			
24	Disinfectant Surface & Floor Cleaner Liquid(Capacity- 2 ltr)	2	No			
25	Floor cleaning Mop with Spin 360 Degree Full Stick Head Stainless Steel Rod with 1 Refill Mop Rod Mop Head and Rod	2	No			
26	White Phenyl (Capacity-5 ltr)	2	No			
27	Liquid detergent (Capacity-1 ltr)	4	No			
28	Liquid handwash (Capacity-1.5 ltr)	3	No			
29	High grade frosted finish virgin plastic bucket. (Size-37 x 35 x 33 Centimeters) (Capacity-20ltr)	3	No			
30	Plastic Mug (Size: 13 Cm X 13 Cm X 12 Cm Capacity- 1ltr)	3	No			
31	Bathroom cleaner (Capacity-1ltr)	3	No			
32	Toilet cleaner(Capacity-1ltr)	4	No			
33	Dustbin Bucket with Lid(Capacity- 10 Ltr,Size: 28 cm x 28 cm x 32 cm)	4	No			
34	MEDICAL Use Cotton Roll 500 gm	3	Pkt.			
35	Tissue Pape 1 Ply (consisting of 100 napkins in 1pkt)	30	Pkt.			
36	Grass(Bristle) Floor Grass Broom (Size-3ft)	5	No			
37	Rubber slip on open toe flat heel Chapal	6	Pair			
38	Unisex full sleeve Poly Cotton Laboratory Apron (printed as per instructed matter))	7	No			
39	Plain blue Cotton Towel, 500 gm, Size: 6 X 3 Feet	7	No			
40	Plain White cotton towel (18" x 36")	16	No			
41	Table Cloth Cotton (4' x 5')	2	No			
42	Latex Disposable Hand Gloves, Pack of 100	2	Pkt.			
43	Polyresin Abstract Door Curtain, (size-4x7 Feet)	1	No			
44	Polyester window Curtain (size- 4x5 Feet)	4	no			
45	First Aid Box & kit (kit consisting of Scissor - 1.Antiseptic Wipes - 10 Stripes, Instant cold Pack - 1 Pkt., Povidine wipes - 5 Piece,	2	No			

	Breathing Barrier - 1 Pkt, Adhesive bandage - 5 Pkt., Triangular bandage - 1 Pkt., Sterilised Dressing - 5 Pkt, Burn Dressing - 1 Pkt., Snake Bite Lancet - 1 Pkt., Roller Bandage - 1 Pkt., Glaze Pad - 1 Pkt)				
46	Adjustable Moving Stool with 5 nos. Regal High Impact Nylon Black Wheels, Made of high quality faux leather, padding and chrome-plated material, Can rotate 360 degrees	3	No		
47	Stamp pad (Size-110 mmx 69 mm, Durable plastic case, Micro woven inkpad holds ink for a longer period)	5	No		

- Earnest Money Deposit:** As per office Memorandum No-18281/W/dt.31.12.2021 of Govt. of Odisha Finance Dept. no provisions regarding bids security should be kept in the bid documents and only provisions for "Bid Security Declaration". The Bid Security declaration in lieu of Bid security with stipulation that withdraw or modify their bids during the period of validity etc. they will be suspended from participation in bidding for three years and action will be taken to blacklisting the bidder. The Bid Security Declaration to be submitted by the bidder **Annexure-I duly notarized**, failing which the bid will be considered as non-responsive.
- Initial Security Deposit:** As per office Memorandum No-18272/W/dt.31.12.2021 of Govt. of Odisha Finance Dept. and as per modification of OPWD code.
- The bid shall not be considered unless accompanied by attested true copy of manufactures certificate / valid authorized distributor certificate/Valid authorized dealership certificate and copy of PAN and GST registration certificate etc. The bid should be supported with make, model, with all relevant ISO or ISI specification / leaflet / user manual etc. of respective company if any along with the Quotation.
- The validity of the quotation should be for a period should be not less than 90 (Ninety) days from the opening of quotation and can also be extended if agreed to by the agency and Dept. on submission of "No Claim Certificate" by the agency
- Rate:** The rate should be quoted in figures and words, otherwise the bid shall be liable for rejection. In case discrepancy between words and figures quoted, the rates written in words shall prevail. The bid shall be written legibly and free from errors. Cuttings / Over writings / corrections of figures, if un-avoidable should be made by scoring out, initialing, dating and rewriting. Quotationer must quote their rate for all items. The rate should be inclusive of packing, transportation, insurance and taxes excluding GST. GST as applicable shall be paid extra. All taxes whatever applicable is to be paid by the agency (as applicable) with transportation for delivery to Nayagarh.
- Period of Delivery:** - The materials should be delivered to the consignee's store within 15 days from the date of issue of supply order.
- F.O.R. :-** R.W.S & S Sub-Division, Nayagarh.
- The details of materials with quality, make etc. if available with the agency should be appended with the Quotation. The quantities mentioned in the schedule of quantity are only approximate and can be revised up word or down word during issue of supply order. No claim to supply only the quantity as in the BoQ shall be entertained.
- The Quotationer shall have to furnish a certificate with the Quotation to the effect that **he is not related to any Officer of the RWS&S wing in the rank of Assistant Engineer or above and any Officer in the rank of Additional Secretary or above of Panchayat Raj & Drinking Water Department.** The Quotationer shall submit an affidavit towards the authenticity of documents submitted with the Quotation papers.

10. The Quotationer shall furnish a certificate in the affidavit of not having been declared ineligible earlier by any of the department / organization for corrupt and fraudulent practices. Neither any criminal cases are pending against the bidder (himself / her / partners) at the time of submitting the Quotation.
11. **Defective materials:** No compensation for any damage done by any means during transportation is admissible. Transit insurance is the responsibility of supplier. Defective materials if any, pointed out by the receiving Officer (Consignee), should be taken back at supplier's risk and cost within 15 days from the date of intimation by the consignee. Any quality related issues if detected during execution / within one year after completion of the supply should be rectified by the Agency at his own cost failing which the defects shall be made by the Dept. or any other agency the risk and such cost will be adjusted against the Security Deposit and/or any amount to be payable to him. Under no circumstances the interest is chargeable for the dues or additional dues if any applicable to Agency
12. In case of delay in completion of the supply for the reasons / circumstances beyond control of the Agency, necessary application for extension of time in prescribed format may be submitted by the agency before 10 (ten) days from the stipulated date of completion of supply for consideration by competent departmental authority.
13. That for the purpose of jurisdiction in the event of dispute or difference arising out of this contract, the law courts at Nayagarh shall only have the jurisdiction to decide. Neither of the parties is competent to bring a suit at any place outside the State of Odisha.
14. In case of discrepancy in the description of the items in this Quotation Call Notice and Bill of quantity, the decision of the Engineer-in-Chief, R.W.S & S Odisha shall be final binding and conclusive for the purpose of this contract.
15. The rate approved during the process will remain valid for a minimum period of six months
16. The Authority reserves the right to reject any quotation which is non-responsive and no request for alteration, addition, modification, substitution or withdrawal shall be entertained by the Authority in respect of such quotation.
17. The authority reserves the right to accept the lowest rate of each of the item in the bill of quantity of the valid bids, irrespective of the bidder. The bidder with highest no. of such lowest rates or overall lowest rate shall be given the first opportunity to negotiate on the rates quoted for other / all items.
18. Prices quoted must be firm and fixed. No price variation / escalation shall be allowed during process of completion and shall not be subject to adjustment on any account.
19. The notice calling for Quotation, which is in display on the Office notice board would form a part of the terms & conditions of the supply order.
20. 5% of the Basic Cost shall be withheld as **Security Deposit** from the payment due to the quotationer for a defect liability period of one year from the date of supply & testing.
21. **Payment:**
 - (i) 90% Payment shall be made observing the formalities after receipt of the consignment and acknowledgment by the consignee within the schedule date depending on flow of funds Bills in quadruplicate along with (a) Inspection and testing report (b) Materials handing over report (c) Warranty certificate are to be furnished to the consignee for verification before payment.
 - (ii) Balance 10% of the bill will be released after receiving the successful testing certificate / report from Junior Engineer/ Assistant Executive Engineer within 1 month or 30 working days, depending on flow of funds .
22. The bill to be furnished by the supplier separately for each chargeable head in Triplicate as indicated above.
23. **Penalty:** In the event of non-supply or part supply of the materials within the stipulated time, liquidated damage at the rate of 0.5% per week of the value of the quantum of materials involved in the delay subject to maximum of 2.5% shall be realized from the bills of the supplier.
24. **Inspection & Testing:** The Agency, should hand over Warrant certificates, Test certificates, Valid authorized Dealership certificate / Manufacture's Certificate / Distributors Certificate & the related Literature, Manufacturer's test certificate to the consignee with Bills.
25. **Inspection:** The Junior Engineer/ Assistant Executive Engineer shall inspect all the supplied materials as per term & conditions of the supply order.
26. **Name of Consignee:** Assistant Executive Engineer, R.W.S & S Sub-Division, Nayagarh.

27. The Quotation, which is not in order and not strictly according to the terms and conditions and specification as called for, is liable to rejection. No conditional Quotation will be entertained. The call notice may be seen in the Office of the Executive Engineer, RWS&S Division, Nayagarh during working days.
28. The authority reserves the right to reject any or all quotationer without assigning any reason thereof.

Executive Engineer
RWS&S Divison, Nayagarh
14.03.22

Memo No. : 819 / Dt.: 14.03.2022

- The Deputy Director-Cum-Deputy Secretary to Government in Information & Public Relation Deptt. Govt. of Odisha, Bhubaneswar for information with a request to arrange s publication of the Quotation Notice in consecutive issue of two local odia dailies in order to make the quotation competitive. The Advertisement also to this office through above e-mail address for reference and record.
- The D.I.O Nayagarh for information and necessary action. Necessary arrangement may please be made for availability of this advertisement in the website of www.nayagarh.nic.in up to dt. 24.03.2022, 02.00 pm.
- The Engineer-in-Chief, R.W.S & S (O) / the Chief Engineer - I, R.W.S & S (O), Bhubaneswar for favour of information with a request to display the notice in their office notice board for wide circulation.
- The Additional Chief Engineer, RWS&S Circle, Bhubaneswar for favour of information with a request to display the notice in his office notice board for wide circulation.
- The Executive Engineer(PH) / R&B / RW / Water Resources / Electrical (TPCODL) / Executive Officer, Nayagarh Municipality / Contractor Association for information and with a request to display the notice in their office notice Board for wide circulation.
- The SDO R.W.S & S Sub-Division, Nayagarh/Daspalla for information.
- All Assistant Engineer, RWS&S Section / All Junior Engineer, RWS&S Section under this division for information.
- The D.A.O / Estimators / Head Clerk / Cashier of this office for information.
- Copy to Office Notice Board / Guard File.

Executive Engineer
RWS&S Divison, Nayagarh
14.03.2022
14.03



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RURAL WATER SUPPLY & SANITATION DIVISION
NAYAGARH – 752069**

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QUOTATION CALL NOTICE NO-10 OF 2021-22

The Executive Engineer, RWS&S Division, Nayagarh on behalf of Governor of Odisha invites Quotation in off-line mode from eligible registered manufacture/Authorized dealers/Authorized Distributor.

Sl. No	Nature of work:	Supply of sundry materials for District Laboratory and Sub Divisional Laboratory under Nayagarh District.(CH- JJM WQ)
1.	No. of Items:	47 (Forty seven) Nos
2.	Time for completion:	15 (Fifteen Days)
3.	Availability of the Quotation :	From 11.00 hour of 17.03.2022 to 14.00 hours of 24.03.2022
4.	Last Date for Receive of the Quotation:	The quotation with all related documents should be dropped on or before dt 24.03.2022 at 14.00 Hours in the quotation box, kept in the office of the Executive Engineer, RWS&S Division, Nayagarh)
5.	Date & time of opening of the Quotation	On dt 24.03.2022 at 16.00 Hours in the office of the Executive Engineer, RWS&S Division, Nayagarh(All documents should be submitted in offline only.)

Further details can be seen from the notice board in the office of the Executive Engineer, RWS&S Division, Nayagarh and from the website www.nayagarh.nic.in

Executive Engineer,
RWS&S Division, Nayagarh

Memo No. 819 / Dtd. 14.03.2022

Copy in duplicate forwarded to the Deputy Director-cum-Deputy Secretary to Government in Information & Public Relation Deptt. Govt. of Odisha, Bhubaneswar for information with a request to arrange a publication of the Quotation Call Notice in consecutive issue of One local English daily & two local dailies in order to make the Quotation competitive. The Advertising Manager may be requested to communicate the copies of the Advertisement also to this office through above e-mail address for reference and record.

Executive Engineer,
RWS&S Division, Nayagarh

Annexure-I
SAMPLE FORMAT FOR
BID SECURITY DECLARATION BY THE QUOTATIONER
(DULY NOTARISED)
Quotation call No. 10 of 2021-22

To
The Executive Engineer
RWS&S Division, Nayagarh

I/ We. The undersigned, declared that:

I/we understand that, according to terms and conditions as contained in **Quotation call No. 10** Dated. 14.03.2022 must be supported by a Bid security Declaration. I/we accept I/we may be disqualified from bidding for any contract with Executive Engineer, RWS&S Division, Nayagarh for a period of three year from the date of rectification, and action may be initiated for blacklisting

If I am/We

- (a) have withdrawn/modified/amended/impaired or derogated from the Quotation in any respect, my/our Bid during the period of bid validity specified in the bid documents;
- (b) does not accept the correction of the Bid Price.
- (c) if any of the statements, documents, and certificates up loaded by the us/me is found to be false/fabricated/bogus
- (d) having been notified of the acceptance of our bid by the Quotation inviting authority during the period of bid validity specified bid document (i)fail or refuse to execute the contract, if required, or (ii) fail or refuse to furnished the Performance security & Additional Performance security in accordance with the instructions to Bidders.

I/we understand the Bid security Declaration shall cause to be valid if I am /we are not the successful Bidder, upon the earlier of (i) the receipt of your notification of the name of the successful bidder: or (ii) thirty days after the expiration of the validity of my /our Bid as specified in the bid documents.

Signature.....
(in the capacity of)

Name

Address:.....

Date: