



**District Rural Development Agency, Keonjhar  
(Odisha Livelihoods Mission Cell)**

e-mail: keonjhardpm.olm@gmail.com,



No. 208 // OLM

Date 15.07.2020

**QUOTATION CALL NOTICE**

Sealed Quotations are invited from interested suppliers / distributors / dealers for supply of Multi Functional Printers, Desktop Computer and Laptop Computer, Inverter with Battery and Digital Camera as per the specification given below for official use. The detailed Quotation Paper along with other terms & conditions can be obtained from the office of the DMMU-OLM, Keonjhar or can be downloaded from the website [www.kendujhar.nic.in](http://www.kendujhar.nic.in). The evaluation forms & format of quotation completed in all respect must be sealed cover super - scribed as "Quotation for supply of Desktop, Laptop Computer" addressed to the **Project Director, DRDA, Keonjhar- 758001** and should reach by Registered Post / Speed Post on or before 22.07.20 by 11.00AM and the same shall be opened on the same day at 11.30 AM. The undersigned reserves the rights to accept or modify or reject any or all the quotations without assigning any reasons thereof.

**1. Specification of the Items:-**

Sl.	Brief Description of the Items	Specification of the Items	Delivery period
1	Printer-cum-Scanner (HP and Canon)	<p>Print, Scan &amp; copy from a single compile device</p> <ul style="list-style-type: none"><li>• 14 PPM' – A4 Print and Copy</li><li>• 150 sheet input tray + 10 sheet priority feed</li><li>• RMPV: up to 250 to 2000 pages</li><li>• 600 X 600 dpi print resolution</li><li>• 230 mghz with 32 MB RAM</li><li>• Manual duplex &amp; booklet printing watermarks, economode</li><li>• Compatible with 12A toner</li></ul>	Within 7 days of receipt of Purchase Order
2	Desktop Computer (Lenovo, HP and Dell)	<ul style="list-style-type: none"><li>• 3.2 GHz Intel Core i3</li><li>• 7<sup>th</sup> Gen Processor</li><li>• 4GB DDR 4 RAM</li><li>• 1TB 5400rpm eSATA hard drive</li><li>• 20-inch screen, Integrated Graphics</li><li>• Windows 10 Home OS</li></ul>	Within 7 days from issue of Purchase Order

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15-07-2020*

		<ul style="list-style-type: none"> <li>• Intel Core i5</li> <li>• 8GB RAM</li> <li>• 1TB HDD, DVD R/W</li> <li>• 19" LED Monitor</li> <li>• Win-10 O/S, Integrated</li> </ul>	
3	Laptop (Lenovo, HP and Dell)	<ul style="list-style-type: none"> <li>• Intel Core i5</li> <li>• 8GB RAM</li> <li>• 1TB HDD, DVD R/W</li> <li>• 15.6" LED Monitor</li> <li>• Win-10 O/S</li> </ul>	Within 7 days from issue of Purchase Order
		<ul style="list-style-type: none"> <li>• Intel Core i5</li> <li>• 4GB RAM</li> <li>• 1TB HDD, DVD R/W, Graphics</li> <li>• Win-10 O/S</li> </ul>	
4	Inverter (Luminous, Microtek & V Guard)	<ul style="list-style-type: none"> <li>• 1000 VA to 1700 VA</li> </ul>	Within 7 days from issue of Purchase Order
5	Battery with Trolley (Exide, Tata Green and Luminous)	<ul style="list-style-type: none"> <li>• 12 volt tubular battery 150-200AH With trolley.</li> </ul>	Within 7 days from issue of Purchase Order
6	Digital Camera (Sony & Canon)	<ul style="list-style-type: none"> <li>• Built in Flash</li> <li>• Screen Size 2.7"vs 3"</li> <li>• OSR – 18.2 MP</li> <li>• Optical Zoom ; 10x</li> <li>• Sensor Type : Exmor R CMOS sensor</li> </ul>	Within 7 days from issue of Purchase Order

## 2. Bid Price

- The transportation & installation charges are also to be included in the Bid / Quoted Price.
- All taxes (including GST), duties and other levies payable by the dealer under the contract shall be included in the Bid / Quoted Price.
- The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.

## 3. Terms & Conditions:

- Each bidder shall submit only one quotation as per the enclosed Quotation format.
- The Bidders are required to deposit an earnest money of **Rs.10,000/-** (Rupees Ten thousand only) in shape of Demand Draft in favour of the "**Odisha Livelihoods Mission-NRLM (Keonjhar)**". Quotation papers submitted without E.M.D shall not be accepted. The EMD will be forfeited, if a Bidder (i) withdraws its Bid during the validity period of the Bid or (ii) fails to perform the contractual obligations as per the Purchase Order. The E.M.D. amount of the unsuccessful Bidder will be refunded after completion of Quotation Process within one month from the date of opening of the bid.
- After sales service at OLM –Block offices within Keonjhar district.

*Signature*  
15-07-2020

4. **Validity of Quotation**

Quotation shall be valid for a period not less than 45 days after the deadline date specified for submission of Quotation.

5. **Evaluation of Quotations**

The Purchaser will evaluate and compare the quotations determined to be substantially responsive i.e. which (a) are properly signed and (b) confirm to the terms and conditions, and specifications. The Quotations would be evaluated for all the items individually given in the Quotation format.

**While submitting the bid, the bidders should submit the following documents:**

- i. Copy of GST Registration Certificate.
- ii. Copy of PAN
- iii. Copy of up to date and latest GST returns.
- iv. Copy of Dealership Certificate

6. **Award of contract**

- 6.1 The Purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered reputed make/ model with lowest quotation price.
- 6.2 The bidder whose bid is accepted will be notified of the award of contract by the Purchaser prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the purchase order.
7. Payment shall be made after delivery & installations of the goods through e-transfer after submission of the bills, vouchers and challans.
8. 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.
9. Any legal dispute arising out of this is subject to Keonjhar district jurisdiction only.
10. Notwithstanding the above, the undersigned 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.
11. The 1<sup>st</sup> Lowest Bidder cannot claim to supply, as the above items will be purchased as per the given specification.

Memo No. 209/1047 Date 15.07.2020

Copy forwarded to the DIO, NIC, Keonjhar for information with a request to hoist the notice in District website.

Copy forwarded to the BDOs of Sadar, Harichandanpur, Banspal, Telkoi, Patna, Ghatagaon, Ghasipura and Jhumpura Block for information and necessary action. A copy of the quotation call notice may be affixed in their notice board for wide publicity.

Copy to the Notice Board of DRDA, Keonjhar.

*15-7-20*  
Project Director,  
DRDA, Keonjhar  
Project Director  
D.R.D.A., Keonjhar

*15-7-20*  
Project Director,  
DRDA, Keonjhar  
Project Director  
D.R.D.A., Keonjhar

*page 03/05*

## EVALUATION FORMAT

1	Name of the Supplier	
2	Full address:  Telephone/ Mobile no. E-mail address :	
3	GST Registration (Copy to be attached)	
4	PAN No. (Copy to be attached)	
5	Up to date GST Return (Copy to be attached)	
6	Certificate of Dealership (Copy to be attached)	
7	EMD	

I do hereby certify that the above mentioned particulars are true and correct.

**Full Signature of the Bidder with seal**

Date :

### DECLARATION

It is hereby declared that I / we the undersigned, have read and examined all the terms and conditions of the Bid document for which I / we have signed and submitted the bid under proper lawful Power of Attorney. It is also certified that all the terms and conditions of the Bid document are fully acceptable to me / us and I / we will abide by the terms and conditions laid in the document. This is also certified that our principal manufacturing firm has no objection in signing the purchase contract if the opportunity for the supply of the items against this quotation is given to me / us.

**Full Signature of the Bidder with seal**

Date :

*15-07-2020*

## QUOTATION FORMAT

**(to be filled in by the bidder without any overwriting)**

I/ We do hereby submit item wise quotation below.

Sl.	Description of Goods	Specifications of Goods	Rate per Unit (Rs.) and in Words
1	<b>Printer-cum-Scanner (HP and Canon)</b>	Print, Scan & copy from a single compile device <ul style="list-style-type: none"> <li>• 14 PPM' – A4 Print and Copy</li> <li>• 150 sheet input tray + 10 sheet priority feed</li> <li>• RMPV: up to 250 to 2000 pages</li> <li>• 600 X 600 dpi print resolution</li> <li>• 230 mghz with 32 MB RAM</li> <li>• Manual duplex &amp; booklet printing watermarks, economode</li> <li>• Compatible with 12A toner</li> </ul>	
2	<b>Desktop Computer (Lenovo, HP and Dell)</b>	<ul style="list-style-type: none"> <li>• 3.2 GHz Intel i 3</li> <li>• 7<sup>th</sup> Gen Processor</li> <li>• 4GB DDR 4 RAM</li> <li>• 1TB 5400rpm eSATA hard drive</li> <li>• 20-inch screen, Integrated Graphics</li> <li>• Windows 10 Home OS</li> </ul>	
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3	<b>Laptop (Lenovo, HP and Dell)</b>	<ul style="list-style-type: none"> <li>• Intel Core i5</li> <li>• 8GB RAM</li> <li>• 1TB HDD, DVD R/W</li> <li>• 15.6" LED Monitor</li> <li>• Win-10 O/S</li> </ul>	
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4	<b>Inverter (Luminous, Microtek &amp; V Guard)</b>	<ul style="list-style-type: none"> <li>• 1000 VA to 1700 VA</li> </ul>	
5	<b>Battery ( Exide, Tata Green and Luminous) with Trolley</b>	<ul style="list-style-type: none"> <li>• 12 volt tubular battery 150-200AH With trolley.</li> </ul>	
6	<b>Digital Camera</b>	<ul style="list-style-type: none"> <li>• Built in Flash</li> <li>• Screen Size 2.7"vs 3"</li> <li>• OSR – 16.2 MP</li> <li>• Optical Zoom ; 8x vs 5x</li> <li>• Sensor Type : Exmor R CMOS sensor</li> </ul>	
<b>Total Price</b>			
Rupees (in words).....			
<b>Full Signature of the Bidder with seal</b>			
Date :			

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