

OFFICE OF THE TAHASILDAR, ANANDAPUR.

QUOTATION CALL NOTICE

No/ 4851 / Niz Dt. 23.11.2023

Sealed quotations are invited from the intending Suppliers/Registered firms / Co-operative Societies having valid GST numbers and up to date TAX clearance for supply of Desktop, Printer, Scanner & its peripherals, Almirah, Table & Chairs for FR Cell of Tahasil Office, Anandapur on the following terms and conditions. The suppliers should give delivery of their product in this office directly and submit their bill for payment. The sealed quotations should be reached before the undersigned directly / Regd Post on or before **07.12.2023 at 05.00 PM** (Except Govt. holiday). The sealed quotations will be opened on **08.12.2023 at 11.00 AM** in the Meeting Hall of Office of the Tahasildar, Anandapur.

Specification of the Items:-

Sl. No.	Description of the Items	No of Items	Specification	Quantity
1.	Desktop Computer Set, Printer Scanner, Web cam with MIC, Speaker, UPS	01	Desktop Specification-Core i3 , 12 th Generation, 8GB RAM, 512SSD, 22" Monitor	01
2.	Almirah (2 Nos)	02	Godrej Office Almirah 5 foot 6inch	02
3.	Table and Chairs (2 tables and 4 Chairs)	02 Tables 04 Chairs	Board Computer Table 4X2 Foot Chair – Supreme Chair with hand	Table-02 Chair-04

Terms & Conditions:-

1. The rate quoted will be inclusive of all taxes / GST and transporting charges up to site delivery of the stock at the office of the Tahasildar, Anandapur by the supplier.
2. Name of the company, quality, size, Warranty and onsite support of the articles wherever required will be quoted with the rate against the item.
3. The up to date Sale tax/Income Tax clearance certificate will be furnished along with the quotation having valid PAN/TIN clearance.
4. No advance payment will be given for this purpose.
5. The sample should be produced before the committee during opening of quotation, the quality of sample will be checked by the committee members.
6. The quotationers or their authorized representatives may remain present on the date of opening of quotations. The authority reserves the right to accept/reject any or all the quotations without assigning any reason thereof.
7. The supply order will be issued to the quotationer approved by the Committee and the supplier must supply and install the items within seven days from the date of supply of orders.
8. The selected supplier will be asked for a demo of the articles for the correctness.
9. Late receipt / in-complete / opened / tampered quotation will not be entertained.

N.B.The quotation must be submitted with a copy of GST Number, PAN Number, Suppliers Account Number. Previous supply order of any Govt. Organisation.

(Signature)
23.11.2023
Tahasildar, Anandapur
TAHASILDAR
ANANDAPUR

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Memo No. 4852 /Niz/Date. 23.11.2023

Copy forwarded to the Sub-Collector, Anandapur/ All B.D.Os / All Tahasildars/ All CDPOs / Executive Officer, Anandapur Municipality/ All line Departments under Anandapur Sub-Division for information and necessary action. They are requested a copy of the quotation call notice may be affixed in their notice board for wide publication.

Copy submitted to the D.I.O. NIC, Keonjhar to host the tender notice in the District Website.

Copy to Office Notice Board.


23.11.2023
Tahasildar, Anandapur
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ANANDAPUR