

GOVERNMENT OF ODISHA
H & UD DEPT.

PARADEEP MUNICIPALITY

DETAILED TENDER CALL NOTICE
FOR THE WORK
SUPPLY OF OFFICE FURNITURES TO PARADEEP
MUNICIPALITY

COST OF TENDER PAPER :- ₹ 500.00
(RUPEES:- FIVE HUNDRED) ONLY.
COST OF EMD :- ₹ 5,000.00
(RUPEES:- FIVE THOUSAND) ONLY.

OFFICE OF THE
MUNICIPAL COUNCIL,
PARADEEP, ODISHA.

OFFICE OF THE PARADEEP MUNICIPALITY, PARADEEP

No. 1602 Dt. 05.04.2021

QUOTATION CALL NOTICE

The Executive Officer, Paradeep Municipality on behalf of Paradeep Municipality, Dist- Jagatsinghpur invites sealed quotations from the intending registered Supplier/ Dealers/ Firm for supply of furnitures (Details IN BOQ) to Paradeep Municipality. The prescribed quotation schedule (DTCN) can be downloaded from Paradeep Municipality website www.paradeepmunicipality.org from 10.00 AM date 06.4.21 to date 12.4.21 upto 5.00 PM on payment of ₹ 500.00 (Rupees Five hundred) only (non-refundable) in shape of cash/ bank draft/ bankers cheque drawn in favour of the Executive Officer, Paradeep Municipality payable at Paradeep from any nationalized bank.

The quotation paper alongwith all documents shall be received in the office of the Executive Officer, Paradeep Municipality through by person on or before date 13.4.21 upto 12.30 PM. The quotation will be opened on the same date at 1.00 PM in presence of the quotationer or their authorized representative. The quotation received beyond the schedule date and time will not be considered at all.

The undersigned has the rights to accept, cancel or reject any or all the quotations without assigning any reason thereof.


Executive Officer
Paradeep Municipality

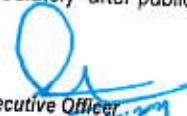
Memo No 1603 /dt 05.04.2021

Copy to the Collector & District Magistrate, Jagatsinghpur / P.D. DUDA, Jagatsinghpur / B.D.O, Kujang for favour of kind information. They are requested to display the same notice in your notice board for wide publication.


Executive Officer
Paradeep Municipality

Memo No 1604 /dt 05.04.2021

Copy in duplicate forwarded to the Deputy Director Information & Public Relation Department, Odisha, Bhubaneswar for information with a request to arrange the publication of this tender once in two leading odia newspaper latest by 12.4.2021. Advertising Manager may kindly be requested to communicate the copies of advertisement to this office immediately after publication for record & reference at this end.


Executive Officer
Paradeep Municipality

Memo No 1605 /dt 05.04.2021

Copy to the Office Notice Board, Paradeep Municipality for wide publication.


Executive Officer
Paradeep Municipality

I/33186/2021

OFFICE OF THE PARADEEP MUNICIPALITY, PARADEEP
QUOTATION SCHEDULE

Quotation schedule for supply of Office furnitures to Paradeep Municipality for the financial year 2020-21

- 1 Quotation Call Notice No : _____ dt. _____
- 2 Name of the Quotationer :
- 3 Cost of Quotation Schedule : Rs.500/- (Rupees five hundred) only.
- 4 Money Receipt No: _____ / Date _____ for the cost of Quotation Schedule.
- 5 Sale of Quotation Schedule from Date...06.4.21 to Dt...12.4.21 upto 5.00 PM
- 6 Last Date of Received the Quotation with all Documents : Dt...13.4.21 upto 12.30 PM
- 7 Opening of the Quotation Date : 13.4.21 at 1.00 PM
- 8 TP Cost amount * 500.00 vide DD/ BC No. _____ / Date _____.
- 9 EMD amount * 5,000.00 vide DD/ PO/ BC/ TDR No. _____ / Date _____.


Executive Officer
Paradeep Municipality

TERMS AND CONDITIONS

- 1 The details of bid documents specification, schedule & quantities and set of terms & conditions is available in the Paradeep Municipality website www.paradeepmunicipality.org on payment of cost of tender/ quotation documents ` **500.00** (Rupees:- five hundred) Only in shape of cash / DD drawn on any Nationalized Bank in favour of Executive Officer, Paradeep Municipality payable at Paradeep. The cost of tender paper is not refundable.
- 2 The bidder shall quote their rate to make Door delivery at Paradeep Municipality office premises within 7 days from the date of issue of order at his own risk and cost.
- 3 The bidder must be accompanied by EMD/ tender security amount of ` **5,000.00** (Rupees:- Five thousand) Only in shape of cash/ DD drawn on any Nationalized Bank in favour of Executive Officer, Paradeep Municipality payable at Paradeep.
- 4 The sale of tender documents start from dt.....06.4.21 to Dt.....12.4.21 up to **5.00** PM. Request for tender/quotation documents through post will not be entertained.
- 5 The sealed tender/quotation documents should reach the office of the Executive Officer, Paradeep Municipality, Paradeep on or before dt.....13.4.21 by **12.30** PM positively. The authority will not be responsible for any delay for non receipt of tender/ quotation documents in time.
- 6 The tender/ quotation/ bid documents will be opened on dt.....13.4.21 at **1.00** PM in the office chamber of Executive Officer, Paradeep Municipality in the presence of the bidders or their authorised representatives who wish to attend. If office happens to be closed for any reason on the date the receiving or opening of the tender as specified the tenders will be received / opened in the next working day at the same time & venue.
- 7 The contract is valid for one Calendar year.
- 8 The bidder is to submit supply order of their Municipality alongwith bid if supplied.
- 9 The Bid document shall contain scan copy of (i) Registration Certificate, (ii) PAN, (iii) GST number.
- 10 The rate shall be quoted exclusive of taxes and duties. Taxes and duties shall be mentioned separately if required.
- 11 The earnest money shall be forfeited on the following grounds.
 - (i) On revocation of quotation or
 - (ii) On refusal to enter in to a contract after the contract is awarded to a bidder.

- 12 The quotationer should quote single rate for each item according to required specification wherever mentioned. More than one rate for a particular item will be summarily rejected. The scheduled appended to the DTCN should be fill up and signed.
- 13 Any correction or over writing in the offer should be attested by the quotationer or else offer is liable for rejection .
- 14 The quotationer shall submit the DTCN and quotation schedule duly signed by him with seal failing which the offer will be rejected and will not be considered in comparative statement.
- 15 The rate should be mantioned in both figures and words FOR at Paradeep Municipality Office site.
- 16 The materials will be inspected by the Executive Officer/ Municipal Engineer of Paradeep Municipalty.
- 17 Quantity indicated against each item tentative. The Paradeep Municipalty may decide to abandon or reduced the scope of supply for any reason what so ever and hence may not required the whole or part of the supply to be carried out the bidder shall have no claim to any payment of compensation.
- 18 The quotationer shall not sublet, transfer or assign any part of the full supply.
- 19 Any material found deffect is to be replaced immediately free of cost.
- 20 Payment will be made as per the availability of fund.
- 21 The authority reserves the right to reject any or all the tenders without assigning any reason thereof.
- 22 The quotationer shall be mentioned above the envelope in block letter "QUOTATION FOR SUPPLY OF OFFICE FURNITURES TO PARADEEP MUNICIPALITY".


Executive Officer
Paradeep Municipality

Bill of Quantities **SUPPLY OF OFFICE FURNITURES TO PARADEEP**
for:- **MUNICIPALITY**

SI No	Description	Qty	Unit	Rate	Amount
1	2	3	4	5	6
1	Computer Table	1	Each		
2	Cushion Chair	1	Each		
3	Almirah	5	Each		
4	Cupboard:- Locker- 6 nos,	1	Each		
5	Rack with door	2	Each		
6	Rack without door	2	Each		

NB:- Mention company name and Submit photograph of quoted items alongwith QUOTATION

Signature of Bidder


Executive Officer
Paradeep Municipality