



11/2020

## OFFICE OF THE PARADEEP MUNICIPALITY, PARADEEP

No. 5792 Dt. 26.11.2020.

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...27.11.20... to date...02.12.20... 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...03.12.20... upto 12.00 PM The quotation will be opened on the same date at 12.30 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 5793/dt 26.11.2020.

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 5794. /dt 26.11.2020.

Copy to the Advertising Manager, Pramaya requested to publish the news in your news paper in one issue at (P.R rate) with minimum space and size for wide publication.

  
 Executive Officer  
 Paradeep Municipality

Memo No 5795 /dt 26.11.2020

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

  
 Executive Officer  
 Paradeep Municipality

I/21230/2020

File No.PMC-21/22/2020-STORE SECTION-PM-PARADEEP MUNICIPALITY

OFFICE OF THE PARADEEP MUNICIPALITY, PARADEEP  
QUOTATION SCHEDULE

Quotation schedule for supply of 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.....27.11.20 to Dt.....02.12.20 upto 5.00 PM

6 Last Date of Received the Quotation with all Documents : Dt..03.12.20 upto 12.00 PM

7 Opening of the Quotation Date : 03.12.20 at 12.30 PM

8 TP Cost amount ` 500.00 vide DD/ BC No. \_\_\_\_\_/ Date \_\_\_\_\_.

9 EMD amount ` 1,000.00 vide DD/ PO/ BC/ TDR No. \_\_\_\_\_/ Date \_\_\_\_\_.

  
Executive Officer  
Paradeep Municipality

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**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](http://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 be 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 ` **1,000.00** (Rupees:- One 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. 27.11.20 to Dt. 03.12.20 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. 03.12.20 by **12.00** 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. 03.12.20 at **12.30** PM in the office chamber of Executive Officer, Paradeep 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 Calender year.
- 8 The bidder is to submit supply order of ther 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 separatly if required.

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- 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 Muncipalty 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 hole 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 FURNITURES TO PARADEEP MUNICIPALITY".

  
Executive Officer  
Paradeep Municipality

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

SI No	Description	Qty	Unit	Rate	Amount
1	2	3	4	5	6
1	Office Table	8	Each		
2	Plastic Chair with cushion for office use	8	Each		

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

Signature of Bidder

  
Executive Officer  
Paradeep Municipality