

GOVERNMENT OF ODISHA  
HOME (ELECTIONS) DEPARTMENT

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QUOTATION CALL NOTICE

Dated Bhubaneswar the 18<sup>th</sup> February, 2017

No. IV(E)-03/2017/ 505 Elec. Sealed Quotation in plain paper / letter pad are invited from intending Firms / Authorized Dealers / Suppliers having TIN /SRIN with clearance Certificate in Form No. VAT-612 and up to date Income Tax Clearance Certificate for supply of Office Articles/ Stationery items etc. to Home (Elections) Department for official use as detailed in **Annexure-A.**

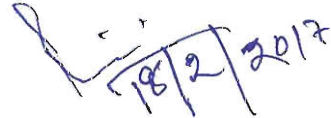
2. The Quotationers shall have to furnish their offer price of the articles including different taxes thereon (taxes are to be indicated separately) in the following format along with term and conditions if any. Under no circumstances they would be allowed to indicate any type of taxes and no other terms and conditions will be accepted after finalization of the quotations.

3. The Quotations should reach the undersigned by **14.03.2017** up to 2.00 P.M. at the latest and the same shall be opened on the same day at 3.00 P.M. in the presence of quotationers or their authorized representatives if they so desire.

4. The Quotations received in incomplete form or after the scheduled date & time shall be summarily rejected. The authority reserves the right to reject all or any quotation without assigning any reason thereof.

5. The accepted quotationer will be valid for last quarter of current financial year 2016-17 unless a decision to the contrary is taken by the Department.

6. A sum of Rs.2,000/- (Rupees two thousand only) shall be kept as EMD, which is refundable to unsuccessful bidder(s) after opening of the quotation. The EMD of the L1 quotationer will be kept as "Performance Security" which will be returned only after receipt of goods/ items in good condition and of prescribed quality.

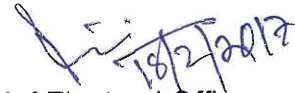


Asst. Chief Electoral Officer-cum-  
Under Secretary to Government

Memo No. 506 /Elec.

Dated : 18<sup>th</sup> February, 2017

Copy to Notice Board / Computer Cell, Home (Elections) Department for information / All Departments of Govt. with a request to display the Quotation Call Notice in their Department Notice Board for wide publicity.



Asst. Chief Electoral Officer-cum-  
Under Secretary to Government

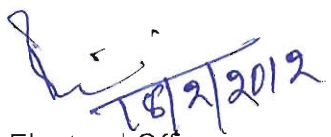
PTO

Memo No. 507 /Elec.

Dated: 18<sup>th</sup> February, 2017

Copy to Under Secretary to Government, IT Department / Head State Portal Group, NIC, Odisha Secretariat, Bhubaneswar for information and necessary action.

They are requested to float the quotation call notice in State Portal as well as website of Home (Elections) Department ([www.ceorissa.nic.in](http://www.ceorissa.nic.in)) for wide publicity.

  
Asst. Chief Electoral Officer-cum-  
Under Secretary to Government

## Annexure-A

Sl. No	Name of the Article	Quantity of the article in nos
1	Xerox Paper(pkts)	50
2	Tag(pkts)	37
3	Guard File	10
4	Pen	34
5	Phenyl	10
6	Stapler Pin (Small)(pkts)	16
7	Stapler Pin (Big)(pkts)	5
8	Gum Bottle	6
9	Alpin Box	7
10	File Board	50
11	Register (No-6)	12
12	Envelope	100
13	Sketch Pen(pkt)	7
14	Correction Pen	7
15	Pencil(pkt)	2
16	Pencil Cutter	5
17	Eraser	11
18	Note Pad	20
19	Refill(Blue)(pkts)	2
20	Refill(Red)(pkts)	2
21	Marker Pen	7
22	Page Marker	6
23	Dustbin	7
24	Room Freshner	7
25	Themoflask	2