



ଜିଲ୍ଲା ପରିଷଦ, କନ୍ଧମାଳ

ପଞ୍ଚାୟତିରାଜ ଓ ପାନୀୟଜଳ ବିଭାଗ

ଓଡ଼ିଶା ସରକାର

ZILLA PARISHAD, KANDHAMAL

Panchayati Raj & Drinking Water Department

Government of Odisha

THROUGH FAX/E-Mail/POST

ZP, KANDHAMAL
Phulbani-762001

Tel:-06842(STD Code)
253696(Off.), 253709(Res)
255297, 253905(Fax)

E-mail ID:- ori-dphulbani@nic.in

Letter No: 230 /2024 Dated: 26/06/2024

Quotation Call Notice

Sealed Quotations are invited from registered Firms/Agencies/Organizations having GST registration for Printing of product catalogue and leaflets of Kandhamal products produced by Self Help Groups and Producers Groups of Kandhamal District involved in Value addition of food & Spices in Kandhamal District. The details of the works are given below.

Sl No.	Nature of Work	Eligible organizations/ Firms/ agencies	Approximate value of works (In Rs.)	Cost of EMD
1.	Product Catalogue	Printing Firms	50,000/-	EMD of Rs.1,000/- in shape of FDR/TDR with minimum period of 3 months duly pledged in favour of CE, DSMS, Kandhamal
2.	Leaflet	Printing Firms	50,000/-	

The downloaded quotation paper along with details specifications and eligibility criteria of the above works are required to be submitted along with the Demand Draft/ pay Order and bid documents.

The sealed quotations should be sent to the following address by registered post/ speed post/ courier only. Any other mode of submission of quotation paper will not be accepted.

Address:

Deputy, CEO, ORMAS, Kandhamal, O/O-DRDA, Kandhamal, At/Po-Phulbani, Dist-Kandhamal, Pin-762001 (Odisha)

The Quotation paper completed in all respect should reach on or before 18/07/2024 by 5.00 PM. The quotation papers will be opened in the office chamber of CDO-cum-EO, Zilla Parishad, Kandhamal on 19/07/2024 at 11.00 AM in the presence of the bidder or their authorized representative. All the bidders are requested to specify the nature of works as mentioned above on the top of the envelope containing the bid documents. The undersigned reserves the right to accept or reject any or all the quotations without assigning reason thereof.


CDO-cum-EO,
Zilla Parishad, Kandhamal

Memo No: 231 **Date:** 26/06/2024

Copy to the Zilla parishad/ Collectorate, Notice board for wide publicity/ Copy to the Accountant, DRDA for information and necessary action/ Copy to the DIO, NIC, Kandhamal, Phulbani for information and web hoisting of the tender call notice in the District website.


CDO-cum-EO,
Zilla Parishad, Kandhamal

3

DETAILS ON QUOTATION , EMD, BIDDER FOR PRINTING WORKS

A. NAME AND ADDRESS OR BIDDER:

a. To be filled in by the bidder. _____

b. Bidder Name and Address:

c. M/s

Signature of the bidder

B. E.M.D (Refundable): Rs.1,000/- (Rupees one thousand) only in shape of FDR/TDR with minimum period of 3 months duly pledged in favour of Chief Executive, DSMS, Kandhamal.

C. LAST DATE & TIME FOR RECEIPT OF QUOTATION: 18/07/2024 by 5.00PM

D. DATE & TIME OF OPENING OF QUOTATION : 19/07/2024 at 11.00AM at Office of ZP, Kandhamal

E. ADDRESS FOR SUBMISSION OF TENDER PAPER

Deputy, CEO, ORMAS, Kandhamal,

C/O-DRDA, KANDHAMAL, PHULBANI-762001

3

Terms of Reference for Printing of product catalogue and leaflets of Kandhamal products produced by Self Help Groups and Producers Groups of Kandhamal District.

A. TERMS & CONDITIONS

1. The text of the materials will be provided by ORMAS, Kandhamal well in advance.. It is the responsibility of the firm that the print materials without any mistake should be provided in time as per the specification.
2. Sanctions of any advance will not be considered. The payment will be made on completion of each event.
3. The bill should accompany with the challan of receipt. The offer price should include all taxes, as applicable.
4. The rate offered by the firm should be valid for at least one month.
5. The bidders have to offer the price for all items or else the tender paper will not be considered.
6. The rate offered by the firm shall be including of all taxes and duties including service tax, as applicable.
7. The L-1 bidder will be selected on the basis of lowest total amount quoted by the bidder. Further, L-1 bidder will be selected subject to negotiation of price.
8. The item wise quantities specified in the tender paper are indicative in nature. There may be changes as per the requirements. In such cases, the per unit cost will be taken into consideration.
9. **While submitting the bid, the bidder should submit the followings documents:**
Authentic proof of own printing firm, GST registration certificate and last GST deposit challan.

B. Details specification:

1. Product Catalogue (500 Pcs.)
 - i. Size : A4 with 2 foldings both sides.
 - ii. Printing : Glossy paper
 - iii. Colour : **Multicolour**
2. leaflet (1000 pcs.)
 - i. Size : A4. (Rectangular)
 - ii. Printing : Normal paper
 - iii. Colour : **Multicolour**

DECLARATION

I/We hereby declare that all the statement(s) made in this application are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being found false or incorrect or any other figure inflated or misleading at any stage or I am/ we are not satisfying the eligibility criteria prescribed in the relative advertisement of my tender is liable to be cancelled. I am/ we are willing to abide by the terms and conditions laid by ORMAS/ZP, Kandhamal. In case of any lapse on my/our part which may affect the performance of the job or the quality of the work is found substandard or the service or response is found poor, proportionate value may be deducted from my bills as deemed to be proper by the competent authority.

Signature of the bidder with seal

Place:

Date :



Financial Bid for Printing works of Product Catalogue and Leaflets

(Last date for submission of QUOTATIONS ...18/...07/2024)

To

The Deputy, CEO
ORMAS, Kandhamal

Sir,

I/We do hereby submit item wise quotation below for Printing of product catalogue and leaflets of Kandhamal products produced by Self Help Groups and Producers Groups of Kandhamal District involved in Value addition of food & Spices in Kandhamal District.

Sl No.	Particulars	Qty.	Quoted Rate (In Rs.)	Amount
1	Product Catalogue	500		
2	Leaflets	1000		
Gross Total				
GST (CGST & SGST)				
Total				

(Rupees in words (.....)only

Signature with seal of the Quotation

