

OFFICE OF THE COLLECTOR & DISTRICT MAGISTRATE, KANDHAMAL

NIZARAT SECTION

NO 339 /Niz. Date 06.06.2026

**NOTICE INVITING TENDER (NIT) THROUGH TWO BID SYSTEM**

Sealed Tender notice in enclosed format are invited from the intending Registered Proprietors/ Agencies for **supply/ provide of Computer system with the specification attached to this tender call notice**

Schedule of Events

Publication of Tender	: <u>25</u> .06.2026
Last Date for receipt of Bids	: <u>25</u> .06.2026 at 5.00 PM
Opening of Technical Bids	: <u>30</u> .06.2026 at 11 AM
Opening of Financial Bids	: <u>30</u> .06.2026 at 12 PM

Interested bidders/ proprietors can download the tender documents from the district website and submit the bill duly filled in along with **EMD/ Bid Security of Rs. 16,500/- (Rupees Sixteen Thousand Five Hundred)** only in shape of **Demand Draft in favour of Collector, Kandhamal.** as prescribed under OGFR Rules.

The successful bidder shall deposit **Performance security** Equivalent to 3% of contract value i.e. **Rs. 24750/- (Rupees twenty Four Thousand Seven Hundred Fifty only)** before issue of supply order as per Rule 213 of OGFR, 2023.

The supplied computers shall carry minimum **3 years onsite OEM warranty.**

The tender documents are available at Nizarat Section, Collectorate, Kandhamal. The bidders/ proprietors are advised to contact Nizarat Section Collectorate Kandhamal to track any modification/ corrigendum etc. or to know any type of information in this connection. They are also advised to go through the terms and conditions carefully before submission of tender paper.

Canvassing in any form shall be liable for disqualification/rejection.

Last date of submission of tender is 20.06.2026 by 5.00 PM . No tender will be received after due date and time. The tender paper if any received after the above said date will not be taken into account.

The successful bidder shall **complete delivery within 7 days from issue of supply order.**

Delay in supply shall attract **liquidated damages at 0.5% per week subject to maximum 10% of contract value.**

The Collector, Kandhamal reserves the right to accept or reject any or all the tenders without assigning any reason thereof.

The bidders/ proprietors have to submit sealed tender papers (General bid & financial bid both in separate cover) by the stipulated period by Speed Post/Registered post or may be dropped in the assigned drop box kept at the chamber of Addl. Dist. Magistrate,(Revenue) Kandhamal in the address of Collector, Kandhamal.

  
Collector,

Kandhamal, Phulbani.

Memo No 340 /Niz, Date 06-06-2026

Copy to Notice Board,Collectorate,Kandhamal.

Copy to DIO,NIC,Kandhamal for information and wide circulation of the information /tender in the district website.

Copy to CDO-cum-EO, ZP, Kandhamal/ Sub-Collector, Phulbani, Kandhamal/Baliguda/ PA, ITDA, Phulbani/ Baliguda for information with a request to publish the notice in their office Notice Board for wide publicity in the interest of the general public.

Copy to the DI&PRO, Kandhamal for information and necessary action.

  
Collector,

Kandhamal, Phulbani.

Memo No 341 /Niz. Date 06-06-26.

Copy forwarded to the Deputy Director, Advertisement,I&PR Department,Odisha Bhubaneswar for information and necessary action. He is requested to publish the NIT in any two of daily Odia news papers by     .05.2026 (for one day only) for wide publicity.

After publication, the proof of the publication along with proforma bill at the existing PR rate may be furnished to this office for payment.

  
Collector,

Kandhamal, Phulbani.

Memo No. 341(4) /Niz., Date 06-06-26

Copy to the Steno to ADM (Gen)/ ADM(Rev), Kandhamal, /Treasury Officer, District Treasury, Kandhamal/ Deputy Collector, Nizarat/ Establishment, Collectorate/ DIO, NIC, Kandhamal for information and necessary action.

  
Collector,

Kandhamal, Phulbani.

Memo No. 341(4) /Niz., Date 06-06-26

Copy submitted to the FA-cum-Additional Secretary to Government, R&DM Department, Odisha, Bhubaneswar for kind information and necessary action.

  
Collector,

Kandhamal, Phulbani.

### Terms and Conditions:

1. Photocopy of valid PAN CARD, GSTIN registration certificate, IT return documents of last three years must be enclosed by the bidder along with their proposals. All the pages of the tender papers should be signed with seal of the firms/ agencies/ proprietors.
2. Average annual turnover during last 3 financial years should not be less than Rs. 8 Lakh.
3. Rates quoted shall be inclusive of GST and all incidental charges including transportation, installation and delivery.
4. Authorization Dealership/ OEM Authorization certificate must be enclosed with technical bid.
5. EMD of Rs 16,500/- (Rupees sixteen thousand five hundred only) in shape of Demand enclosed with the tender paper. The EMD of unsuccessful bidders will be refunded after finalization of tender.
6. Relevant self- attested copies of documents in supports of the above criteria must be enclosed along with General bid documents, failing which the bid will be liable to be rejected.
7. Any legal dispute arises out of this, it will be comes to the jurisdiction of Kandhamal District only.
8. The bidder/ proprietors should have not been black listed by any Govt Organization /Court of Law etc. If it is found later, action shall be initiated against the firm as per the law by the undersigned.
9. The successful bidder/ proprietor shall not assign or sublet the contractor to any other firm.
10. Prices shall be quoted in Indian Rupees both in figures & words carefully and legibly.
11. Time is the essence of the contract and delivery must not be latter than the date specified in the order. If the supplier/provider fails to deliver the items or any consignment thereof within the stipulated period, the undersigned will take action as deemed fit.
12. Payment shall be released after satisfactory inspection and installation of all supplied computers.
13. The Collector ,Kandhamal reserves all the right to accept or reject any or all the tenders without assigning any reason thereof and also has the right to allot/ distribute the consignment to the successful supplier/Firm at the Lowest (L1) rate. In case if Lowest bidder fails to supply goods within the stipulated period no request or prayer to extend the date of supply will be considered at any circumstance & in case or breach of any terms and conditional and failure to supply the required goods by the successful bidder the Collector, Kandhamal will have the right to cancel the order/ contract without assigning any reason thereof and nothing will be paid by this office in that event and the EMD will also be forfeited and the second lowest bidder will given the chance for this purposes.

  
Collector,

Kandhamal, Phulbani.

Annexure-1

**TECHNICAL BID**

For providing Computer system/ Desktop to Collector Office, Kandhamal.

1	Name of Tendering supplier.	
2	Details of Earnest money deposit DD No.&Date	
3	Name of the Proprietor/Partner/Director.	
4	Full Address of registered office with telephone number and e-mail ID.	
5	Name and Telephone number of Authorized officers.	
6	Banker of proprietor with photocopy.	
7	PAN/GIR No. (attach self attested copy).	
8	Financial Turnover for last three financial years.	
9	Additional information if any (attach separate sheet if required).	

Full Signature & Seal

**REPRESENTATIVE AUTHORISATION LETTER**

To

The Collector, Kandhamal.

Sir,

I Sri \_\_\_\_\_ is hereby authorised to sign relevant documents on behalf of the company in dealing with reference No \_\_\_\_\_ / Niz, dated \_\_\_\_\_ / She/ He is also authorized to attend meeting and submit required information as may be required by you in the course of processing above said application.

Thanking you

Authorized Signature

Representative signature

Signature Attested

Company Seal

**SELF DECLARATION**

To

The Collector, Kandhamal

Sir,

In response to the Office Notice No \_\_\_\_\_/Niz,  
Dated \_\_\_\_\_/\_\_\_\_\_, I, \_\_\_\_\_ as a  
\_\_\_\_\_/ we hereby declare that our company/firm  
namely \_\_\_\_\_ is having unblemished past record and was not  
declared ineligible for corrupt and fraudulent practices either indefinitely or for a particular  
period of time.

Signature of the witness

Signature of the Tenderer

Date:

Date

Company Seal

**FINANCIAL BID**

For providing Computer Desktop/ System

1.Name of Tendering Provider \_\_\_\_\_

2 . Rate per system with all liabilities,taxes, etc.

Sl No	System Type	Rate per Unit					
		Actual Price	GST	Other statutory dues if any	Service charges	Service Tax (GST)	Total
1							
2							

Date:

Place:

Signature of Authorized Person

Name:

Seal:

1. The total rates quoted by the tendering firm should be inclusive of all statutory/ Taxation liabilities in force at the time of entering into the contract.

Signature and seal





एनआईसी  
National  
Informatics  
Centre

# NATIONAL INFORMATICS CENTRE

Kandhamal District Centre,  
District Collectorate Building (Phulbani), Kandhamal-762001 (Odish)  
Telephone No: 06842-253891, e-mail: oriphu@nic.in

Letter No.: .....07.....

To

Date 15-04-2026

*Sahu*  
16/04/26

The Deputy Collector,  
Nizarat Section,  
Collectorate, Kandhamal

Sub: Submission of specification of Computer ... Reg  
Sir,

Kindly refer to your letter bearing number 229/Niz.:IV-03/2026 dated 15-04-2026, in which request has been made to submit specification of Desktop.

Please find below for the recommended specification.

REQUIREMENT	DESIRED SPECIFICATION DESKTOP
Operating System	Preloaded Windows 11
Processor	Clock speed Up to 5 GHz, 12 MB L3 cache or more, 4 cores or more, 8 threads or more
RAM	DDR5 of 8 GB or more
Storage Type & Capacity	NVMe SSD of 512 GB or more
Display Screen	FHD, 22 Inch or more
Connectivity	Ethernet (RJ45), WIFI, Bluetooth, HDMI, USB version 3 or more.
Accessories	USB Keyboard and Mouse (If does not comes with the package) .

Also, genuine pre-installed MS Office software should be available for daily office work. It is recommended to purchase and install licensed antivirus software.

Please include necessary conditions for warranty details for all products. This is for your kind information and necessary action please.

*Sahu*  
15/04/2026

*Sahu*  
15-4-26 - *Palai*

*Mishra*  
15-04-2026  
Yours Sincerely,  
DIO

NIC, Kandhamal  
जिला सूचना-विज्ञान अधिकारी District Informatics Office,  
भारत सरकार/ Govt. of India  
संचार व सूचना प्रौद्योगिकी मंत्रालय  
Ministry of Comm. & Information Technology  
• इलेक्ट्रॉनिक्स एवं सूचना प्रौद्योगिकी विभाग  
Dept. of Electronics & Information Technology  
रा.सू.वि.के. डिस्ट्रिक्ट भवन, कंधामाल (ओडिशा)  
NIC District Centre, Kandhamal (Odisha)