



O.O No 4641 /DES/SSS-MISC-0032-2023 Date 8 / 8 / 23

QUOTATION CALL NOTICE

Sealed quotations are hereby invited from local Firms/Agencies, Service Providers for supply of following Items to Director, Economics & Statistics, Odisha Bhubaneswar. The interested registered and authorized firms/suppliers, Service providers are requested to submit their price offer along with GST Registration No/ Pan No and up-to-date copy of GST deposit acknowledgement payment Challan (**Form GST PMT-06 Payment Challan (See Rule 87(2))**) and requisite relevant documents as prescribed in the quotation paper for providing the following goods/services to Directorate of Economics & Statistics, Odisha, Bhubaneswar for theyear 2023-24

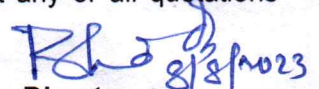
Description of Items

- A. Spiral Note pads of 50 pages (21.8x13.3CM) having 80 GSM paper quality & the official logo (Mat polish) on the colour cover page including Selected Key Indicators of Odisha
- B. Note pads of 80 pages (21.8x13.3CM having 80 GSM paper quality & the official logo (Mat polish) on the Colour cover page including Selected Key Indicators of Odisha

Separate quotation should be submitted for each item as mentioned above quoting their rate for supply of goods/services. The details of items, the quotationer's profile form, specifications, terms & conditions can be obtained in person from the Office of Directorate of Economics & Statistics, Odisha, Bhubaneswar in any working day from 09.08.2023 to 22.08.2023 between 11.00 AM to 4.00 PM. The firms/ quotationers may drop their quotation papers in the quotation box kept in DE&S office premises and also send through registered post/ quorier services so as to reach the Directorate of Economics & Statistics, Odisha, Bhubaneswar before scheduled time i.e. by 5.00 PM of 22.08.2023.

Quotation Schedule

- I. Quotation Papers may be obtained in person from the Establishment Section of DE&S from 09.08.2023 to 22.08.2023 between 11.00 AM to 4.00 PM. free of cost, on any working days or can download from the official website of the Directorate of Economics & Statistics, Odisha, Bhubaneswar i.e <https://desorissa.nic.in/>.
- II. Last date of submission of quotation paper: 22.08.2023 **UPTO 5.00 P.M.**
- III. Date, time & venue of opening of quotation paper 23.08.2023at **11.00 A.M.** in the office conference hall of the Directorate of Economics and Statistics, Bhubaneswar in presence of the quotationers, who desires to be present.
- IV. Quotations received after the due date & time will be summarily rejected.
- V. The undersigned reserves the right to extend the date & accept or reject any or all quotations without assigning any reasons thereof.


Director



Memo No. 4642

Date: 8.8.23

Copy of the Tender Call Notice (Hard copy and Soft copy) forwarded to Director, I & PR with a request to take necessary action for early publication of the Tender Call Notice in two widely circulated Odia daily newspapers and one national English daily newspaper.

bmoRanj
08/8/2023
Joint Director (Admn)

Memo No. 4643 /

Date: 8.8.23

Copy along with hard copy and soft copy of the Tender Notice and Tender Document forwarded to the Deputy Director (Computer), DE&S Bhubaneswar for hoisting in the website of Director, Economics & Statistics.

bmoRanj
08/8/2023
Joint Director (Admn)

Memo No. 4644 /

Date: 8.8.23

Copy to the Notice Board/ RIPAE&S/ HOD Building

bmoRanj
08/8/2023
Joint Director (Admin.)

General Terms and Conditions for the Quotation of different items.

1. Directorate of Economics & Statistics, Odisha, Bhubaneswar shall provided the Soft copy of the official logo on the colour cover page including Selected Key Indicators of Odisha for preparation of Note pads
2. The firm should be registered under GST and having valid GST Registration No.
3. Copies of valid up-to date GST copy of GST deposit acknowledgement payment Challan (**Form GST PMT-06 Payment Challan (See Rule 87 (2))**) should be furnished along with the quotation paper.
4. The quoted rate will be inclusive of all Taxes. The percentage of GST is to be mentioned clearly against each item.
5. The rates to be quoted in tabular form.
6. The rates quoted by the quotationers should be valid till one year from the date of assignment of supply/work order.
7. No conditional quotation will be accepted by the authority from the quotationers.
8. No advance payment will be made to the party after acceptance of quotation or execution of order.
9. Delivery of the items should be made in the office of the Director, E&S, Odisha,, Bhubaneswar after getting proper requisition order within a day or two.
10. Selection of items will be made after screening by the purchase committee of the institute.
11. Original documents are to be produced for verification by the members of the committee.
12. The quotationers are to submit the current price list of the brand product & specification(i.e. Name of the brand and other details) along with the quotation.
13. If any information/document furnished by the quotationers with the quotation papers are found to be misleading or incorrect at any stage, their quotations will be rejected without assigning reasons thereof.
14. It is the responsibility of the quotationers for timely delivery of the articles to the Directorate of Economics & Statistics, Bhubaneswar at their own cost.
15. The quotations should be furnished in a sealed cover duly super scribed as "QUOTATION FOR SUPPLY OF SPIRAL BINDING NOTEPAD HAVING 80GSM PAPER QUYALITY TO DE&S" on the top of the sealed cover.
16. The quotations received beyond the scheduled date and time will not be entertained / considered at any cost.
17. The undersigned/committee reserves the full right to accept in full or part or reject any or all the quotations without assigning any reason thereof. The undersigned/committee is not bound to accept the lowest rates.
18. In case of any legal dispute, it will be adjudicated within the jurisdiction of Bhubaneswar court only.
19. All pages of the qoutations are to be signed & stamped by the quotationer.
20. The quotationers will be required to show the sample items (wherever mentioned) to be supplied by them for which the price quotations have been submitted.
21. Selection of firm for procurement of goods and services will be based on the quality and specifications of products as per the requirement of DE&S not necessarily on the basis of lowest price.
22. The duly filled in Quotationer's Profile as enclosed is to be submitted along with quotation.
23. The Director, E&S reserves the right to terminate the contract at any time without notice if the supplier / firm fails to make the supply within the specified time or in accordance with the specifications & samples.


DIRECTOR

QUOTATIONER'S PROFILE

(To be filled in & submitted with the documents)

1	Full Name of the Firm (In Capital letters)	
2	Firm Address	
3	Telephone No	Office:- Residence:- Mobile :- E-mail id:-
4	Name / Names of Proprietors/Partners / Directors.	
5	GST Regd. No./ Up-to date GST clearance Certificate. (Copy of GST Registration Certificate and up to date GST Clearance Certificate must be furnished	

I do hereby certify that the above mentioned particulars are true and correct.

Signature of the Quotationer

SI No	Description	Qty.	GST%	Quoted price (Including GST)	Remark if any
1	Spiral Note pads of 50 pages (21.8x13.3CM) having 80 GSM paper quality & the official logo (Mat polish) on the colour cover page including Selected Key Indicators of Odisha	Each			
2	Note pads of 80 pages (21.8x13.3CM having 80 GSM paper quality & the official logo (Mat polish) on	Each			

Signature of the Quotationer