

OFFICE OF THE DISTRICT ELECTION OFFICER & COLLECTOR, PURI

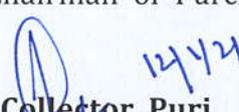
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Tel.No:- 06752-223260

Quotation Call Notice No. 52 /Elec. Dt. 12.01.2021

Sealed quotations in plain paper / letter pad are invited from intending Firms / Authorized Dealers / Suppliers and Agencies for supply of Election materials / Forms & stationeries / Accessories etc. to the District Election Office, Puri for forthcoming **BYE-ELECTION TO 110-PIPILI ASSEMBLY CONSTITUENCY**. The details of the items with specification are enclosed at **Annexure- I & II**.

Terms and conditions of the Quotation Call Notice.

- 1) The Quotationer should have valid GST No. (self attested copy of the GST Registration Certificate is to be submitted)
- 2) The quotationer must submit copy showing upto-date deposit of GST.
- 3) The Quotationers should have valid PAN (copy to be submitted)
- 4) The quotationer shall have to furnish their offer (rate) of the items per unit as detailed in the format (**Annexure-I & II**). The total offer price per unit shall be inclusive of GST, transportation and delivery charges. The price quoted shall be valid for the period of one year from the date of issue of contract or till finalization of process of next Quotation whichever is later.
- 5) The Quotationer shall deposit non-interest bearing earnest money of **Rs.2,000/-** (Rupees Two Thousand) only in shape of Account Payee Bank Draft payable to the District Election Officer, Puri which will be refunded to the unsuccessful quotationer or whose quotations are not accepted on the same day of opening of the quotations. The EMD of the successful quotationer will be refunded after completion of the validity period.
- 6) The Quotationer shall have to submit the list of experience certificates towards supply of office stationeries to different Departments / Offices of Govt. preferably in Odisha State during the last three years (only copy of work orders should be submitted).
- 7) The Quotations should reach in the **District Election Section, Collectorate, Puri on or before 2.00 PM of dated 21st January, 2021** and the same shall be opened on same day at **4.00 PM** in presence of Purchase Committee and quotationers or his authorized representatives, if they so desire. The list of items as mentioned at **Annexure- I, & II** should be delivered at Dist. Election Section, Collectorate, Puri within 5 days positively after issue of work order.
- 8) The Quotations received in incomplete form or after the scheduled date & time shall be summarily rejected. The Purchase Committee reserves the right to reject all or any quotations without assigning any reason thereof.
- 9) The Purchase Committee is not bound to accept the lowest financial bid and reserves the right to negotiate the rates and other terms and conditions with the lowest quotationer.
- 10) On delivery, the products shall be inspected to ascertain the quantity / specification / quality for which the order was placed. If, it turns out to be otherwise, the acceptance or delivery shall be refused and ask for explanation for supplying so.
- 11) Failure to supply the order in full within the stipulated period may lead to forfeiture of EMD and action as deemed proper shall be taken against the quotationer.
- 12) The successful firm / bidder must sign an agreement for a period of one year from the date of signing of agreement / finalization of tender and will complete the delivery of items 5 days unfailingly after issue of work order, failing which the order will stand automatically cancelled. The rate of unit-wise item should be quoted distinctively.
- 13) If the quotation cannot be opened due to unforeseen reason, the same will be opened on the next working day at 11.00 AM or as per decision of the Chairman of Purchase Committee.


DEO & Collector, Puri
District Election Officer
and
COLLECTOR, PURI.

Memo No. 53 / Elec. Dt. 12.01.2021

Copy to Dist. Office Notice Board & Notice Board of all Offices in the District including Line Department for wide publicity.

Copy forwarded to the SP, Puri / ADM (Revenue), Puri / PD, DRDA, Puri / ERO & Sub-Collector, Puri / Executive Officer, Puri Municipality / DPC (SS) Puri / Dist. Education Officer, Puri / CDM&PHO, Puri / CDVO, Puri / Dy. Collector, Nizarat, Puri / All Tahasildars / BDOs / CDPOs of Puri District for personal information with a request to disseminate the quotation call notice widely.

Copy forwarded to the DI&PRO, Puri for information and necessary wide publicity.


DEO & Collector, Puri
District Election Office.

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Memo No. 54 / Elec. Dt. 12.01.2021

Copy forwarded to the DIO, NIC, Puri for information and necessary action. He is requested to upload the quotation in the District NIC website (<https://puri.nic.in>) for wide publication.


DEO & Collector, Puri
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Memo No. 55 / Elec. Dt. 12.01.2021

Copy forwarded to the ADM (Revenue), Puri / Sub-Collector, Puri / Dy. Collector, Judicial, Collectorate, Puri / DIO, NIC, Puri / District Treasury Officer, Puri / Dr. Biraja Sankar Rath, ADMO (PH) (DPHO), Puri for information and necessary action.


DEO & Collector, Puri
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Memo No. 56 / Elec. Dt. 12.01.2021

Copy forwarded to the Addl. Chief Electoral Officer-cum-Addl. Secretary to Govt. in Home (Elections) Deptt. Odisha, Bhubaneswar for information.


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LIST OF THE ITEM

Sl. No.	Items
1	Face Mask for Covid-19 (Fabric 3 Ply Disposable Face Mask with BFE 95; ISO; CE and SITRA Certified 3ply mask for Protection and Anti Pollution With Nose Clip (Blue)
2	Sanitizer (50-60 Ml. / 250 Ml. / 500 Ml.)
3	Gloves (Disposable Latex Surgical Hand Gloves (White, Size: Medium-Large) - 100 Pieces
4	Hypo chloride Solution (Sodium Hypochlorite Sanitizer Solution Liquid (5 Liter) FREE SprDay Bottle)
5	Bleaching Powder (Per Kg / Per Pkt. with quantity)
6	Thermal Scanner (Per piece)
7	Dustbin (Medium Size Swing Lid Garbage Waste Dustbin for Home, Office, Factory, 10 Liters)
8	Wet-chalk
9	Disposable Pantry Dustbin Covers (Garbage Bags for Home Kitchen - 19 X 21 Inch Medium Size , Black Color , 240 Pieces (Pack of 8), 30 Pcs in Each Pack)
10	Soap (Life-boy) (Small)
11	Liquid Soap (Life-boy) (50-60 ML)
12	Disposable Face Shield (350 Micron Disposable Face Shield with Adjustable Elastic Strap Anti-Splash Single Use Protective Facial Cover Transparent Full Face Visor with Eye & Head Protection)
13	Marker


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