

**OFFICE OF THE DISTRICT ELECTION OFFICER & COLLECTOR, PURI**

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Tel.No:- 06752-223260

**Quotation Call Notice No. 591 /Elec. Dt. 16.03.2021**

Sealed Quotations in Plain Papers/ Letter Pad are invited from intending Registered Firms / Agencies / Suppliers for supply of **AAA -Pencil Battery** (for use in Thermal Scanner) to the District Election Office, Puri for forthcoming **BYE-ELECTION TO 110-PIPILI ASSEMBLY CONSTITUENCY**.

**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. 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 Firm should have Authorized Certificate from the Manufacturer for supply of Battery (To be Produced during evaluation)
- 6) 30% of the billing amount will be kept as security and shall be paid after successful completion of Commissioning.
- 7) The Organization / Firm should have valid MSME & ISO Certification.

The Quotation should reach in the District Election Office, Puri on or before at **2.00 PM on dated 25<sup>th</sup> March-2021** and it will be opened on the same day at **4.00 PM** in presence of the District Level Purchase Committee constituted vide Order No.665/Elec. Dt.24.11.2020. The Quotationers or his authorized agent / representative should be present at the time of opening of the quotation on the date and time so fixed. Negotiation may be made by the Purchase Committee for finalization of rate with the Quotationer.

Each Quotationer shall have to deposit non-interest EMD of **Rs.1,000/-** (Rupees One Thousand) only in shape of Account Payee / Bank Draft payable to the District Election Officer, Puri which will be refunded to the unsuccessful Quotationers or whose quotations are not accepted on the same day. The EMD of the successful quotationer will be refunded after successful completion of the work . The total offer price per unit shall be inclusive of GST & transportation charges.

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.

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.

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.

The successful Firm / Bidder must sign an Agreement with the Dy. DEO & Dy. Collector, Puri on behalf of the DEO & Collector, Puri for a period of One year from the date of signing of Agreement / finalization of tender and will complete the delivery of items in 5 days unflinching after issue of work order. In case of default and failure, the order will stand automatically cancelled. The rate of unit-wise item should be quoted distinctively. Failure to comply the order in full within the stipulated period shall entail forfeiture of E.M.D and action as deemed proper shall be initiated against the Quotationer. Canvassing in any form shall be liable for disqualification.

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The undersigned reserves the right to cancel any or all the quotation without assigning any reason thereof. If the quotation cannot be opened due to unforeseen reasons, the same will be opened on the next working day at **11.00 AM** at District Election Office, Puri or as per decision of the Chairman of Purchase Committee.

 16/3/21  
DEO & Collector, Puri

**Memo No.** 592 / **Elec. Dt.** 16.03.2021

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

Copy forwarded to the Superintendent of Police, Puri / PD, DRDA, Puri / Sub-Collector, Puri / Executive Officer, Puri Municipality / DPC (SS) Puri / Dy. Collector, Nizarat, Puri / All Tahasildars / All BDOs for personal information with a request to disseminate the quotation call notice widely through their Notice Board.

Copy forwarded to the Members of Purchase Committee (ADM-2, Puri / Sub-Collector, Puri / DIO, NIC, Puri / Dist. Treasury Officer, Puri / Dy. Collector, Judicial / Dy. Collector, Elections, Puri) for information and necessary action.

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

  
DEO & Collector, Puri

**Memo No.** 593 / **Elec. Dt.** 16.03.2021

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

**Memo No.** 594 / **Elec. Dt.** 16.03.2021

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

  
DEO & Collector, Puri