



COLLECTORAT: MALKANGIRI
OBSERVATION HOME & SPECIAL HOME MALKANGIRI
Department of W&CD, Government of Odisha

Letter No. 224/OH & SH-MKG /2025

Date- 02/09/2025

Quotation Call Notice

Sealed quotations are invited from the interested authorized Supplier/Dealer /Manufacturer for provide the items as per specification given below for Observation and Special Home, Malkangiri. The evaluation form and format of quotation completed in all respect should reach at the **Observation Home and Special Home, Malkangiri before 15.09.2025 by 4.30 PM**. The Quotation/Tender shall be opened on the same day 5.00 PM in presence of the bidder or their authorized representatives at the office chamber of Additional District Magistrate (Gen.), Malkangiri.

Sl No	Name of the items	Qty	Specification	Period & Place Delivery	Warranty Period
01	Computer Table	02	Width- 50 CM Height- 35 CM Depth- 30 CM With CPU Compartment One Keyboard Desk	Within 7 Days of receipt of purchase order from OH&SH Malkangiri.	1 Year Manufacturer Warranty
02	Weighing Machine	01	Weightage-50K.g Display-LED Material-Mild Steel Measurement-Digital Dimension-36*37*18CM		1 Year Manufacturer Warranty
03	Grass Cutter	01	Dimension-32*8*12.7 CM Use for- Garden Type- Battery/Chargeable		1 Year Manufacturer Warranty
04	Wall fan	07	Brand- Orient Blade-03 Dimension-21.2D*45.7W*46CM Wattage- 58 Watt Speed-1.33E+3		
05	Water Dispenser	01	Functionality - Hot & Cold Capacity- 20 Ltr Dimension-12d *14w *39.8CM		1 Year Manufacturer Warranty
06	Induction Cook Top	01	Brand- Prestige Power Source- Electrical Heating Element-02 Watt-3200w(Total)		1 Year Manufacturer Warranty

01. BID PRICE

- a) The Transportation Charges also to be included in to the bid price.
- b) All duties taxes and other levies payable by the dealer under the contract shall be included in the total price.
- c) The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment.
- d) The price should be quoted in Indian rupees only.



02. Each bidder shall submit only one quotation.

03. Validity of Quotation

Quotation shall remain valid for period not less than 60 Days after the deadline date specified for submission.

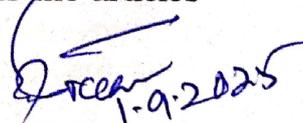
04. Evaluation of Quotation.

The Purchase will evaluate and compare the quotations determined to be substantially responsible

- a. Quotations are properly signed
- b. Confirm to the terms and conditions and specification.

05. Award of Contract

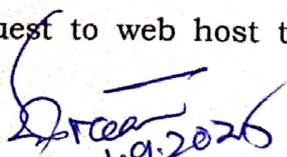
- The Purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsible and who has offered the lowest evaluated quotation price.
 - The bidder whose bid is accepted will be notified of the award of the contract by the purchaser prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated the purchase order.
06. Payment shall be made after delivery of the goods in proper condition through Account payee (**e-transfer**) after submission of the bills and voucher.
 07. The bidders shall be responsible for any type of loss, theft, breakage of goods during transportation.
 08. Any effort by a bidder to influence the purchaser in its decision on bid evaluation or placement of purchase order may result in rejection of the bidders offer.
 09. Any legal dispute arising out of this subject to concern district jurisdiction only.
 10. Notwithstanding the above, the Collector & DM, Malkangiri reserves the right to accept or reject any quotation and to cancel the bidding process and reject all bids at any time prior to the issue of contract letter.
 11. The Committee reserves right to negotiate with L1 Bidder and quotations for finalization of articles basing on the specification and quality of the material as per the specification mentioned in the quotation call notice.
 12. The 1st Lowest Bidder cannot claim to supply the articles, as the articles will be purchased as per the specifications & quality.


ADM (Gen.), Malkangiri

Memo No- 225/OH&SH/MKG/2025

Date: 02/09/2025

Copy to DeGM, Malkangiri for kind information & request to web host the quotation call notice for information of the general public.


ADM (Gen.), Malkangiri

EVALUATION FORM

01	Name of the Supplier	
02	Full Address of Supplier's Shop	
03	Telephone/Mobile No	
04	Email (If available)	
05	Dealer or Reseller (Certificate to be attached)	
06	GSTIN No & (Copy of Certificate)	
07	PAN No & (Copy)	
08	If Any Supporting Documents regarding supply of Items to other Govt. Offices.	

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

Full Signature of Bidder:

Date:

Seal:

DECLARATION BY THE BIDDER:

It is hereby declared that I/We the undersigned, have read and examined all the terms and conditions etc of the quotation document for which I/We have signed and submitted the bid under proper lawful power of attorney. It is also certified that all the terms and conditions of the tender document are fully acceptable by me/us and I/we will abide by the conditions of the terms and conditions. This is also certified that our principal manufacturing firm have no objection in signing the purchase contract if the opportunity for the supply of the items against this quotation is given to me/us.

Signature:

Date

Name & Address



FORMAT OF QUOTATION

Sl No	Description Goods	Specifications	Qty	Unit	Quoted unit rate in Rs (Including GST)	Total amount
	TOTAL					
	Gross Total Cost Rs...					

Total bid price (Including Taxes and other) in Rs _____ (In Number)

_____ (In words)

Note:

(a) In case of discrepancy between unit price and total price unit price shall prevail

I/we agree to supply the above goods in accordance with the technical specifications for total contract price of Rs _____ (Amount in Figure) within a period of 7 days from the date of purchase order.

(b) I/We agree to other terms and conditions of the quotation and also confirm we will provide the materials as per standard specified in the document.

Name of the Firm/Agencies

Address

Signature of the Bidder

Date

Seal

