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GOVERNMENT OF ODISHA
LAW DEPARTMENT

QUOTATION CALL NOTICE

Bhubaneswar, the 21.11.16

No. II-OE.09/2015/11676 /L, Sealed Quotations are invited from the intending registered Firms or Authorized Dealers or Supplier (hereinafter referred to as the Agency) located at Bhubaneswar having valid TIN/SRIN with clearance certificate in Form No. VAT-612 under the Odisha Value Added Act, 2004 Income Tax Clearance Certificate, Pan Card etc. to participate in the Quotation for supply of **Computer Consumable Articles etc.** with specification details of which are specified in **Annexure** appended to this Quotation call Notice. The Agency may opt to submit the Quotation on Xerox paper only as specified in the Annexure. The Agency shall quote the price for each article mentioning total cost including VAT. The Agency should carefully go through the General Instructions and the terms and conditions specified below.

The Agency shall have to mention the specification, warranty price, in respect of each model of the articles as mentioned in the performa provided hereunder. The Quotationer should enclose earnest money of Rs.1,000/- as EMD payable in the shape of A/C payee bank-draft or pay order in favour of the DDO, Law Department. The detail of Quotation call notice, general instructions and terms and condition are available in the Law Department website. (www.lawodisha.gov.in). and www.odisha.gov.in. which may be visited by the intending Agencies.

The Quotation papers should reach this Department on or before **29.11.2016** ~~by 4:00PM failing which the same shall not be entertained.~~ The Quotation shall be opened on the same day in the office chamber of the Chairman of the Purchase Committee in presence of other members of the committee The Quotation will remain valid till the end of 31st March, 2017.

PROFORMA

Sl. No.	Name of the Articles	Make /Brand/ Specification in configuration	Unit Price	Tax	Total Price	Warranty	Remarks

General Terms and Conditions.

1. The Quotation in sealed covers may be sent by Registered/ Speed Post or Courier or by Hand Delivery to this Department addressed to the Under Secretary to Government, Office Establishment Section-II, Law Department, Odisha Secretariat, Bhubaneswar. - 751 001 along with all required documents as specified in the Quotation notice.
2. The accepted Quotation shall remain valid up-to the 31st March, 2017 and the quoted rate shall not be revised during that period .
3. The authority reserves the right to accept or reject any or all the Quotation without assigning any reason therefor.
4. The Agency must quote the rates as per the list of items mentioned in the Annexure and any cutting or overwriting, should be countersigned.
5. In case of Cooperative Societies the relaxation or exemption with regards to rates and deposit of earnest money as provided in the Cooperation Deptt. Resolution No. 12282 dt. 22/07/1995 shall be allowed.
6. The articles mentioned in Annexure generally shall be purchased on demand basis.
7. The Agency is required to supply the computer consumables articles on a very short notice. The Agency should be available on his own landline telephone (office as well as Residence) and also on mobile phone, which he has mentioned in the Quotation.
8. The authority reserves the right to terminate the order with the Agency, at any time, in case of unsatisfactory supply of items.
9. ~~No advance payment or payment against proforma invoice will be made.~~ Payment will be made after receipt, inspection, submission of bill and testing.
10. All damaged or un approved goods articles shall be returned at the Quotationer risk and cost and the incidental expenditure thereupon shall be recovered from the concerned Agency.
11. The Department is not bound to accept the lowest rate and have the right to reject any or all offers without assigning any reason.

Adun
19/11/16
Under Secretary to Govt.

Memo No. 11677 dt. 21.11.16

Copy forwarded to all Department of Government with a request to display this Notice in their Notice Board for wide publicity.

Boluw
19/11/16

Under Secretary to Govt.

Memo No. 11678 dt. 21.11.16

Copy forwarded to the Head, State Portal Group, Central Computing Facility, Secretariat, Bhubaneswar with a request to hoist the Quotation in Website of State Government for wide publicity.

Boluw
19/11/16

Under Secretary to Govt.

Memo No. 11679 dt. 21.11.16

Copy forwarded to the Chief Receptionist, Home Department for information and necessary action.

Boluw
19/11/16

Under Secretary to Govt.

Memo No. 11680 dt. 21.11.16

Copy forwarded to the Members of the Purchase Committee of Law Department and they are requested to be present in the meeting on the schedule date and time for opening of the Quotations.

Boluw
19/11/16

Under Secretary to Govt.

Annexure-A

Name of the Articles	Make/ Brand	Unit Price(per unit) including tax.
HP-Cartridge 16A	Laser Jet-5200n-hp	
HP-Cartridge 88A	Laser Jet-1007/1108/128FW-MFP-hp	
Cartridge Panasonic-31AFS004639	Cartridge Panasonic-31AFS004639	
HP-Cartridge 12A	Laser Jet - 1020/1020+/1022hp/1015/1319MFP	
Ribbon Cartridge Dot matrix printer	Wep-5235-DSI	
Pen drive (8GB, 16GB)	Sony/HP	
Key Board	Logitech /Lenovo e.tc	
Rewritable CD (Pack of 10 joule case)	Sony/HP	
Blank CD (with cover/ without cover)	Sony/HP/Moser bear	
Blank DVD (with cover /without cover)	Sony/HP/Moser bear	
Mouse (cordless/ plane)	Logitech /Lenovo	
CMOS (pack of 10)	CMOS	
Extension Curd (length as per available in market)	Any brand	
Computer Paper		
10X12XII-80GSM-1000sheet	ODDY / Data form	
10X12XI - 80 GSM-1000sheet	ODDY / Data form	
15X12XII - 80 GSM-1000sheet	ODDY / Data form	
15X12XI - 80 GSM-1000sheet	ODDY / Data form	
Xerox Paper A4-75GSM-500sheet	JK	
Xerox Paper- A3 75GSM- 500sheet	JK	
Xerox Paper- Legal 75GSM- 500sheet	JK	
Xerox Paper -FS 75GSM- 500sheet	JK	