

# DISTRICT EDUCATION OFFICE, NABARANGPUR

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No. 2704 /2022

Dated. 24/05/2022

## QUOTATION CALL NOTICE

Sealed quotations are invited from the intending retailer/ wholesalers/ Suppliers having GST No. for supply of Desktop Computer System/ UPS/ Printer as details given below with installation of the same at Mid-Day Meal Section at the Office of the District Education Officer, Nabarangpur. The quotations will be received in sealed cover superscripted as “**Quotation for supply of Desktop Computer System/ UPS/ Printer**” addressed to the District Education Office, Nabarangpur, Po/Ps/Dist: Nabarangpur, Pin-764059 should be sent by Speed post/ Registered post/ Courier only so as to reach on or before **16.06.2022** at 05.00 PM and will be opened before the Purchase Committee and in presence of quotationer or his authorized representatives on **17.06.2022** at 11.00 AM at District Education Office, Nabarangpur. No tender shall be entertained after the specified date and time.

### 1. Specification of Items:

Sl. No	Item	Specifications	No. of Unit
1	Desktop Computer System.	<b>HP/ Dell Desktop System:</b> 10th Generation Core-i3 processor, RAM-4GB (Expandable upto64 GB), Hard Disk-1TB, Operating System-Windows 10 Professional, WIFI & BT with CD/ DVD reader, Warranty-3 Year with Key Board and Mouse.	1
		<b>Monitor:-</b> LED 19.5”	1
2	UPS	APC/ Luminous- 600VA	1
3	Printer	HP LaserJet 1020 Printer/ Canon Laser Jet LPB2900B Printer	1

### 2. Bid Price:

- No extra transportation & installation charges are to be given to the successful quotationer.
- All taxes, duties, transportation and any other levies payable by the dealer under the contract shall be included in the Quoted Price.
- The rate quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.

### 3. Terms & Conditions:

- For all items each bidder shall submit only one quotation as per the enclosed format only.

### 4. Evaluation of Quotations:

- The Purchaser will evaluate and compare the quotations determined to be substantially responsive i.e. which (a) are properly signed, (b) Confirm to the terms and conditions, and specifications. The quotations would be evaluated for all the items individually given in the Quotation format.

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- While submitting the bid, the bidder must submit the following documents. Non-submission of any mentioned documents is subjected to rejection of the quotation.

- (i) Copy of Sale Tax/ GST Registration No. with certificate.  
(ii) Copy of Aadhar Card.  
(iii) Copy of PAN Card.

**5. Award of Contract:**

- The Purchaser will award the contract to the bidder whose quotation is as per the specification and to be substantially responsive with lowest quotation price.  
➤ The 1<sup>st</sup> Lowest bidder will be notified of the award of contract by the Purchaser and bidder will supply the items within 7 (Seven) days of receipt of the purchase order.

6. Payment shall be made after delivery & installation of goods through Cheque/ e-transfer after submission of a valid GST invoice/ bills.  
7. If any problems arise during the warranty period of said items the successful bidder must be take responsible for updation/ repair the above articles on his own cost.  
8. Any legal dispute arising out of this is subject to Nabarangpur district jurisdiction only.  
9. Notwithstanding the above, the undersigned reserves the right to accept or reject any or all quotation and to cancel the bidding process and reject all quotations at any time prior to the issue of contract letter without assigning any reason thereof.

The Specifications, Evaluation Form, Format of Quotation, General Bid Information and Terms & Conditions for supply of Desktop Computer System/ UPS/ Printer are available at the District website [www.nabarangpur.nic.in](http://www.nabarangpur.nic.in). The undersigned reserves the right to reject any or all tender without assigning any reason thereof.

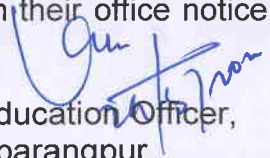
  
District Education Officer,  
Nabarangpur

**Memo No.** 2705 /2022

**Date.** 24.05.2022

Copy to Office Notice Board of District Education Office, Nabarangpur.

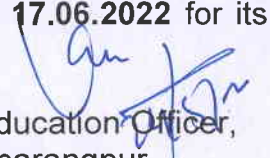
Copy to all Block Education Officers/ DPC, SS, Nabarangpur for information with requested to display the Quotation Call Notice in their office notice board for wide publicity.

  
District Education Officer,  
Nabarangpur

**Memo No.** 2706 /2022

**Date.** 24 .05.2022

Copy to the DIO, NIC, Nabarangpur with a request to upload the Quotation Call Notice in the district website from 24 .05.2022 to 17.06.2022 for its wide publicity.

  
District Education Officer,  
Nabarangpur

**EVALUATION FORM**  
**(For Mid-Day Meal Section)**

1	Name of the Supplier/ Bidder	
2	Full address of Supplier's/ Bidders shop/ showroom with Telephone No. & E-mail address	
3	GST/ Sale Tax Registration No. (Copy of certificate to be attached)	
4	PAN & Aadhar (Copy to be attached)	
5	Bank Account details with IFSC Code (Attach 1st page of Bank Pass Book)	

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

**Full Signature of the Bidder with Seal  
Date:-**

**DECLARATION**

It is hereby declared that I/ we the undersigned, have read and examined all the terms and conditions of Bid documents for which I/we have signed and submitted the bid. It is also certified that all the terms and conditions of the Bid documents are fully acceptable to me/us and I/we will abide by the terms and conditions laid in the document.

**Full Signature of the Bidder with Seal  
Date:-**

**QUOTATION FORMAT**  
**(For Mid-Day Meal Section)**

(To be filled by the Bidder. The price must be quoted in both word & numeric value without any over writing.)

Sl. No.	Items	Specifications of Items	Rate per Unit Offered including all taxes, duties, transportation and any other levies (in Rs.)	
			Amount	In Words
1	Desktop Computer System			
2	UPS			
3	Printer			

**Full Signature of the Bidder with Seal**

**Date:-**