

PANCHAYAT SAMITI OFFICE, JHARSUGUDA

QUOTATION CALL NOTICE

No. 2812

Date 05/10/2020

In pursuance of Letter No. 858/PR & DW Dt. 12.01.2018, Sealed quotation are invited from the intending registered printing presses/ Agencies to supply the forms and Registers details of which has been appended herewith for the PANCHAYAT SAMITI OFFICE, JHARSUGUDA so as to reach the undersigned on or before date. **14.10.2020** up to **5 P.M.**

The quotation will be opened at **3 P.M.** Dated. **15.10.2020** in presence of the suppliers / authorized person as the case may be.

The rate as against each Form and Register should be quoted clearly assigning the cost of each Form & Register rate of one / each item Form & Register to facilitate this office for placement of orders. There should not be over writing or cutting in the rate and over writing if any should be initialled clearly, otherwise the quotation will not be taken into consideration. The lowest quotation/ supplier should be intimated to supply the form and Register which are required by this office after acceptance of the quotation.

The stock should be delivered in the office Head Quarter within one month of supply order and no transporting charge/ extra cost will be allowed for supply of the stock.

The authority reserves right to accept / reject any or all quotation without assigning any reason thereof.

Block Development Officer
Jharsuguda

REQUIRED ITEMS:

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|--------------------------------------------------------------------------------------|--------------|
| 1. Job Card Application, Registration & issue Register, Register- I Part-A, B, C. | : 73 Nos. |
| 2. Job Card Application, Registration & issue & Household Employment Register Part-D | : 73 Nos. |
| 3. Register-II Gram Sabha Meeting | : 34 Nos. |
| 4. Register-III Demand for Work | : 73 Nos. |
| 5. Register-IV Part –A Work Register | : 17 Nos. |
| 6. Register-VI Complain Register | : 17 Nos. |
| 7. Register-VII Material Register | : 17 Nos. |
| 8. Fixed Asset Register Part-A & Part- B | : 34 Nos. |
| 9. Muster roll issue/ receipt register | : 10 Nos. |
| 10. Individual Case Record Cover File | : 5100 Nos. |
| 11. Community Case Record Cover File | : 3400 Nos. |
| 12. C1 Form for MGNREGS Work (odia) | : 85000 Nos. |
| 13. C2 Form for MGNREGS Work (odia) | : 85000 Nos. |

Each register containing 450 pages as per specification below.

Registers specification: Inner paper: Seva 54 GSM, Cover paper: Multicolour (with green background), Pitch board binding, page numbering. Dimension: 34.6 c.m. width and 22.3 c.m. height.

MGNREGS C1 & C2 forms specification: Paper quality: Seva 68 GSM

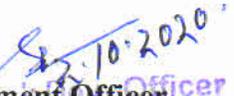
Case record cover file (Community & Individual) specification: Paper quality: 300 GSM Art paper double crown Cardboard, 4 colour printing Multicolour, Middle cloth pasting with thread fitting point

The rate quoted for each item should be inclusive of GST.

The copy of valid GST registration certificate to be enclosed.

The quotation will be finalised on the basis of lowest bidder in overall cost for items.

The intending supplier may verify the sample copy in the office during office hours on working days.


Block Development Officer
Jharsuguda

Memo No. 2813 Date. 05/10/2020

Copy to office Notice Board for information of all concerned.


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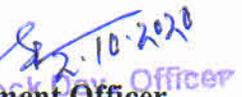
Memo No. 2814 Date. 05/10/2020

Copy to the BDO, Kolabira/ BDO, Kirmira/ BDO, Laikera and BDO, Lakhanpur for information with a request to affix the Quotation Call Notice in their notice board.


Block Development Officer
Jharsuguda

Memo No. 2815 Date. 05/10/2020

Copy to the D.I.O., N.I.C., Jharsuguda for information with a request to web host the Quotation Call Notice in the district website.


Block Development Officer
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