

Letter No - 1541

Date. 04.06.2022

QUOTATION CALL NOTICE

Sealed quotations are invited from the intending authorized Dealers / registered firms & Suppliers of Godrej Brand Office Furniture including all fitting, fixing at Paralakhemundi Municipality Office. The Quotationer has valid GSTN and PAN Clearance Certificate. The successful bidder will be required to draw an agreement with Executive Officer Paralakhemundi Municipality in its standard form. The detailed Quotation schedule will also form a part of the agreement. The DQCN can be purchased or **download from www.gajapati.nic.in** on payment of the cost of the documents amounting to Rs.6,000/- to be deposited in favour of Executive Officer Paralakhemundi Municipality in shape of demand draft issued from any Nationalized Scheduled Bank may be prepared in the name of the **Executive Officer, Paralakhemundi Municipality, Paralakhemundi payable at Paralakhemundi** (Non-refundable) on every working days between 10.00 A.M. to 5.00 P.M. from Dt. 06.06.2022 to Dt. 17.06.2022 the last date for receipt of sealed Quotation is 18.06.2022 up to 5.00 P.M. The Quotations will be opened on Dt. 20.06.2022 at 11.00 A.M. in the office of the undersigned in presence of the Quotationers or their authorized representatives who intend to attend. Each Quotation should accompany with (1) E.M.D. 1% of the total quoted rate amount should be deposited by the quotationer in shape of Term deposit receipt of Schedule Bank / Kissan Vikash Patra / Post Office Savings Bank Account / National Savings Certificate/Post Office Time Deposit duly pledged in favour of the Executive Officer Paralakhemundi Municipality (2) Valid copy of GSTN. (3) copy of PAN Card (4) Certificate of Dealership of reputed make to be furnished with duly attested. The undersigned will not be held responsible for the postal delay, if any the delivery of the documents or non-receipt of the same. The cost of bid documents shall be paid in shape of demand draft issued from any Nationalized Scheduled Bank, prepared in the name of the **Executive Officer, Paralakhemundi Municipality, Paralakhemundi, payable at Paralakhemundi** in the envelopes superscripted as "Quotation for Supplying, fitting & fixing of Godrej Brand Office Furniture" and contained inside this sealed bid cover. Such bids without cost to be paid as above will not be taken into consideration. The authority will not be held responsible, if any portion of the approved supplier documents is excluded or modified or distorted or torn damaged etc. Without any one or more of the above requisites the Quotation will be outrightly rejected. The rates to be quoted shall be inclusive of all taxes, duties handling and delivery charges etc. any of the aforesaid date(s) of sale / receipt (last date) and opening of Quotation documents is /are declared as holiday(s) / office work remain(s) suspended in that / those date(s) for any reason whatsoever then the next working day(s) will be treated as the respective event day(s) as the case may be. **The undersigned reserves the right to reject any or all Quotations without assigning any reason thereof.** Sealed Quotation shall be sent through Regd. Post / Speed Post only.


Executive Officer,
Paralakhemundi Municipality
P.T.O.

Memo No. 1542

Date. 04.06.2022

Copy submitted to the I & PR Department, Odisha, Bhubaneswar for Advertisement in One Local Daily English Paper & One Local Odia Daily News Paper with a request to publish the above tender notice.

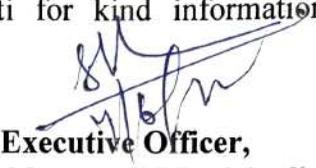

Executive Officer,

Paralakhemundi Municipality

Memo No. 1543

Date. 04.06.2022

Copy submitted to the Collector, Gajapati for kind information and necessary action.


Executive Officer,

Paralakhemundi Municipality

Memo No. 1544

Date. 04.06.2022

Copy submitted to the E.E.PH. Division, Berhampur-cum-ILW Paralakhemundi Municipality /SDO, P.H. Sub-Division, Paralakhemundi / E.E. P.W.D. Division, Gajapati / E.E. R.W.S.S. Division, Gajapati / E.E. R.W. Division, Gajapati / E.E, South Co. Paralakhemundi for favour of kind information with a request to display a copy of this Notice on your notice board for wide publication.

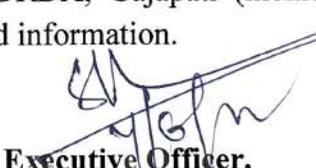

Executive Officer,

Paralakhemundi Municipality

Memo No. 1545

Date. 04.06.2022

Copy submitted to the A.P.D. (Finance), DRDA, Gajapati (member of tender committee of Paralakhemundi Municipality) for kind information.

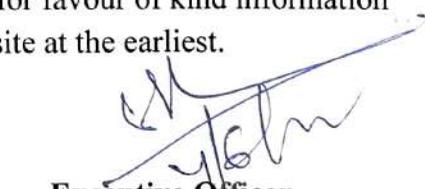

Executive Officer,

Paralakhemundi Municipality

Memo No. 1546

Date. 04.06.2022

Copy submitted to the D.I.O., NIC, Gajapati for favour of kind information with a request to up load the advertisement in District website at the earliest.


Executive Officer,

Paralakhemundi Municipality

Memo No. 1547

Date. 04.06.2022

Copy to the office notice board for wide circulation and information of all concerned.


Executive Officer,

Paralakhemundi Municipality

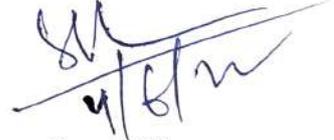
DETAIL QUOTATION CALL NOTICE

Name of the Work:- “Supplying, fitting & fixing of Godrej Brand Office Furniture, Paralakhemundi Municipality”

Starting Date of Sale of DQCN : 06.06.2022
Closing Date of Sale of DQCN : 17.06.2022 up to 5.00 P.M.
Last Date of receipt of DQCN : 18.06.2022 up to 5.00 P.M.
Date of opening : 20.06.2022 at 11.00 AM

Each Tender should be accompanied with:

- 1) Bid cost Rs.6000/-
- 2) Requisite EMD. 1% of total quoted value
- 3) Attested photo copies of PAN cards.
- 4) Attested photo copies of GSTN.
- 5) Attested photo copy of Registration / Dealership Certificate.
- 6) Attested photo copy of Govt. approval if any.
- 7) Attested photo copy of experience certificate if any.
- 8) The detailed quotation call notice & bid documents may be downloaded from www.gajapati.nic.in.



**Executive Officer,
Paralakhemundi Municipality**

Item List of Godrej Brand

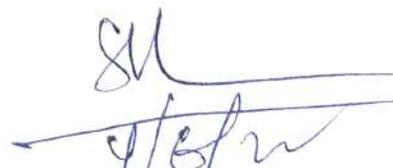
Sl. No	Model	Quantity	Basic Price	GST	Total (4+5)	
					In Figure	In words
1	2	3	4	5	6	7
1	Enterprises 1350	1				
2	Enterprises 1500	1				
3	Ace High Back Chair with Headrest	1				
4	Aero High Back Chair with Headrest	4				
5	Motion Mid Back Chair (Carborn Black + White)	16				
6	Premium Lounge Chair (3 Seated)	3				
7	Premium Lounge Chair (1 Seated)	3				
8	Elegance mem AV 2 Star main table	2				
9	Elegance mem AV 2 Star Shared table	4				
10	Elegance mem AV 2 Star end Left hand table	1				
11	Elegance mem AV 2 Star end Right hand table	1				
12	Dsk HDMI Wire Man. M. Black	19				
13	Elegance mem AV 1800 WONS	1				
14	Transportation charges	LS				

No. of correction :

No. of over writing :

No. cuttings :

Signature of the Quotationer


Executive Officer,
Paralakhemundi Municipality

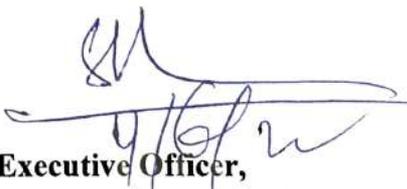
GENERAL CONDITIONS OF DQCN FOR PARALAKHEMUNDI MUNICIPALITY

1. All the quotation found genuine after opening should remain valid for a period of 30 days from the date of opening of the quotation.
2. Agreement in prescribed form of Paralakhemundi Municipal Council is to be drawn by the successful Bidder.
3. If any excess payment made to the supplier / auth. Dealer is detected at any stage or is pointed by audit for recovery, then the same shall be recovered from the supplier / authorized dealer.
4. In case of dispute or selection, Tender Committee's decision is final and binding on the Supplier / auth. dealer.
5. The quotation conditions will be treated as conditions of the contract, whether he or they are not enclosed to the contract documents.
6. The materials and work will be inspected by the Engineer-in-Charge or any other person duly authorized by him from time to time. It is the duty of the supplier / dealer to remove all rejected materials from the site within 24 hours at his risk and cost. If necessary, the supplier / auth. dealer should produce test certificates of the raw materials and finished products at his cost.
7. The cost of materials shall be inclusive of all taxes and duties. No further claim in this regard will be acceptable by this office. Deduction of taxes during payment will be made as per prevailing rules.
8. The rates shall be firm for the contract period. The supplier / auth. dealer will not be covered under price escalation clauses.
9. Penalty clauses and all other terms and conditions (upto date and as applicable) as per OPWD & Municipal Act standard form of agreement (tailor made for Paralakhemundi Municipal Council) will be applicable to the contract and binding on the supplier / auth. dealer.
10. All the quotation should fill up and sign the Declaration Certificate attached herewith and submit the same along with the quotation papers.
11. In case of failure of the successful bidder to comply with the agreement terms and conditions and any written instructions with respect to time of delivery, quality of materials, replacement or repair of materials / works within the stipulated period to the full satisfaction of the Engineer-in-Charge, then it will be treated as a breach of contract and hence the agreement will be liable for termination / rescind immediately and a formal intimation to that effect by this office will be binding on the supplier. In such a situation, this office will be at liberty to adopt any policy of procedure so as to ensure completion of the work. The tenders should submit their offer in the tender papers only prescribed by this office.
12. Payment will be released in favors of the successful bidder after completion of the work subject to technical verification and satisfaction report by Engineer-in-Charge. No claim or subsidiary claims in any manner for any reason whatsoever by the supplier will be acceptable to this office. Delay in execution of the work by the supplier on the ground of non-payment will be a just and sufficient example of violation of the condition of contract and in such situation action as deemed fit will follow. Running Account Bills will not be preferred ordinarily. In exceptional circumstances, the same may be considered. Photographs for the work at various stages (prior to execution, during and after execution) shall be taken by the supplier / auth. dealer from various positions for the work as per instruction of JE/AE/ILW and should be submitted at least in quadruplicate before preparation of the bill for the work.

Signature of the Quotationer

13. As security deposit, 3% of the gross running account bill amount will be recovered from payment bills, which will be released after L.F.S. Audit checking subject to no recovery detected by them. In case of any recovery found from the supplier as pointed out by the L.F.S. Audit or any other authorities / agencies, the action as appropriate will be taken to recovery the same from the supplier of any amount as per prevailing rules.
14. The schedule of execution as directed by Engineer-in-Charge shall be followed by the supplier / auth. dealer and for this no claim whatsoever will be entertained at any time.
15. The quantities and items as mentioned in the tenders are approximate and subject to change at the time of execution or ordered if required under the written orders of the Executive Officer.
16. The work should be completed within the prescribed time of completion from the date of issue of work order failing which penalty will be levied as per 0.5 % of agreement value per month. Extension of time will be not allowed at any circumstance.
17. Quotation is required to abide by the fair wage clauses as mentioned in PWD F₂ form of agreement (terms and conditions of contract).
18. The Engineer-in-Charge has authority to make any alteration or addition to the original specifications. The supplier / auth. dealer has to obey the drawing, design and instructions that may be given to him as and when necessary during progress of the work. The supplier / auth. dealer shall be bound to carry out the work in accordance with the instructions.
19. The supplier / auth. dealer has to insure the labour and pay compensation to the workmen for any accident that may happen during execution.
20. The work or supply orders cannot be sublet by the supplier / auth. dealer under any circumstance.
21. The agency has to submit undertaking certificate towards free maintenance for the installed articles for period of two years. If any problem arises in the prescribed period the agency has to repair the same without demanding any financial assistant.

Signature of the Quotationer


Executive Officer,
Paralakhemundi Municipality

DECLARATION CERTIFICATE



1. Certified that I / We have personally verified the total items of the work and quoted the rates accordingly.
2. Certified that I / We am/are aware of the financial condition of Paralakhemundi Municipal Council and I/We will have no objection for delay in payment.
3. Certified that I / We have understood the terms and conditions both written and implied and will abide by all of them. I/We also declare that my/our offer will remain open / valid for 30 days from the date of opening of the tenders. I/We will have no hesitation in any manner at any state during the aforesaid period of 30 days for any reason whatsoever to enter into an agreement with Paralakhemundi Municipal Council at mutually settled rates and additional agreeable terms and conditions, if any. Extension of validity of the offer will be our prerogative.
4. It is to declare that I/We am/are financially sound to deliver the goods and services to Paralakhemundi Municipal Council as and when required conforming to best quality and practices.
5. Certified that I/We will have no objection in case of curtailment of any or most of the items mentioned in the tender schedule and I/We will not be entitled for any financial compensation for such curtailment. In case, any other items / work / installations not covered in the tender schedule is/are found essential for supply / execution, as the case any be, then I/We undertake to supply / execute the same at mutually settled rates without any subsidiary claims, if any.
6. I/We understand that in case of incomplete tenders submitted by me/us, extraneous conditions imposed by me/us, non-submission of required documents with tender papers, then my/our tender is liable for rejection.
7. In case of disobedience of instructions of authorities, violation of any condition(s) stipulated in purchase order/Agreement, then my/our tender / agreement will be rejected / cancelled or rescinded and under such situation action as deemed fit will be taken against me/us with forfeiture of E.M.D.
8. It is to declare that the data and statements furnished by me/us in connection to this tender are true and correct.
9. It is to declare that I/We have nobody related to me/us in Paralakhemundi Municipal Council who can influence the authorities or motivate them to award the tender/contract in favors of me/us.

Signature of the Quotationer

Place: _____

Date: _____