



DISTRICT RURAL DEVELOPMENT AGENCY, GAJAPATI
PARALAKHEMUNDI

Letter No 2479/DRDA

Dated

26/06/2019

Quotation Call Notice

A Quotation call Notice is invited for purchase of electronics and IT equipments as per specification given below for official use in District / Blocks / Gram Panchayats of Gajapati District.

The details of the term and conditions and the bid document can be download from www.gajapati.nic.in for use. Interested bidders may submit their sealed quotation in the prescribed format mentioning "Quotation for Electronics & IT Equipments" and annexure for which bidding is being done on the cover of the envelope to the Project Director, DRDA, Gajapati. The last date for submission of sealed bid is 10-07-2019 at 5:00 PM. The quotation will open at 3:00 PM on 11-07-2019. The bidders may be present in person or through their authorized representatives during the opening of the quotation at the office of the Project Director, DRDA, Gajapati.

The authority has the right to reject all or any quotation/without assigning any reason thereof.

List of electronics & IT equipments items (Annexure -I)

Sl. No.	Items	Brand/Company	Specification	Appx. Qty. (Nos.)
1	Camera	Canon	EOS 200D 24.2MP Digital SLR Camera + EF-S 18-55 mm f4 is STM Lens	1
2	All in One Desktop	Lenovo	Lenovo Idea center 520 23.8-inch All-in-One Desktop (8th Gen Core i5-8400T/8GB/2TB/Windows 10 Home/2GB AMD Radeon 530 Graphics), Silver	1
3	Laptop	Lenovo	Lenovo Ideapad 530s Core i5 8th gen 15.6-inch Full HD Thin and Light Laptop (8GB RAM/512GB SSD/Windows 10 Home/ MS Office H&S 2016/2GB Graphics/Onyx Black/1.69kg), 81EV00BPIN	1
4	Jiofy	Reliance	Portable, 150 MBPS - 4 G	40

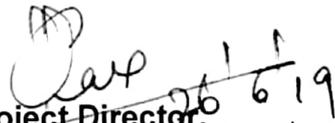
Term and Condition

1. **A. Items of supply:** The quotation may quote the price, specification, warranty/Guarantee, taxes, installation charge and other levies for all items specified in the quotation notice.
 - B. The Price quoted should be inclusive of all taxes, transportation cost and installation cost.
 - C. The bidder shall quote their price separately for Annexure-I and Annexure-II one bidder can quote their price in multiple categories.
2. Each Bidder shall submit only one quotation
3. Bidder should be submit the following document as follows
 - a. Photocopy of GST registration certificate
 - b. Photocopy of PAN card
 - c. Photocopy of Passbook Bank Account no.
 - d. Sample Brochure/Photograph for each item shall be attached with quotation document in the sealed envelope. Samples outside the sealed envelope will not be accepted in any circumstances.
 - e. Upto date PAN, ITR of 2018-19 and GST clearance certificate
4. Quotation received late and incomplete will not be considered. The bidder should sign and stamp each page of the quotation documents.
5. **Delivery:** The vendor shall supply the electronics equipments items (Annexure –I) at the Project Director, DRDA, Gajapati, within 15 days from the opening of date of quotation.
6. **Award of Contract:**
 - a. The purchase order will placed to the selected bidder (s) whose bid has been determined to be substantially responsive and who has offered the lowest evaluation bid price.
 - b. Project Director, DRDA, Gajapati reserves all the right to increase or decrease or change the quality of item while placing order.
7. **Quality specification of item:**
 - a. The supplier shall supply the item as per the specification mention at Annexure –I and II. In case a defect or damage is observed at the time of supply the supplier shall replace it with a new one failing which amount equivalent to the defective material shall be deducted from the payment amount.



- b. During the time of warranty/guarantee of item defect or damage observed then supplier shall repair without any charge or replace it with a new one failing which amount equivalent to the defective material.
- c. In a case of non-delivery and/ or delayed delivery against an order placed with quotation, Project Director, DRDA, Gajapati reserved to himself the right to reject the quotation.
8. Any legal dispute arising out of this subject to Gajapati district jurisdiction only.
9. Payment shall be made after delivery of the goods through A/C transfer after submission of the bills.
10. The 1st lowest bidder cannot claim to supply the items; items will be purchased as per specification & quality and requirement of Project Director, DRDA, Gajapati.
11. Interested bidder may submit their sealed quotation in the prescribed format super scribe on cover of the envelop "**Quotation for Electronics & IT Equipments**" to the Project Director, DRDA, Gajapati

Yours Faithfully


Project Director,
DRDA, Gajapati. 26/6/19

Memo No: 2480/DRDA

Dated.

Copy to District Information Officer, NIC, Gajapati for web host in the District Portal.

Copy to Notice Board of DRDA/ Collectorate, Gajapati/ All Office Notice Board of Gajapati District for wide publication and publicity.


Project Director,
DRDA, Gajapati.

FORM

1	Name of Supplier	
2	Full address of Supplier's shop/Vender/Agency Telephone no. Email address	
3	GST/TIN Registration No (Copy to be attached)	
4	PAN No (with Copy of certification)	
5	Upto date PAN, ITR of 2018-19 and GST clearance certificate (Copy to be attached)	

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

Signature of the Bidder:

Date:

Seal:

Declaration by the Bidder

It is hereby declared that I undersigned, have read and examined all the terms and conditions etc. of the quotation document for which I have signed and submitted the bid personally/under proper lawful power of Attorney. It is also certified that all the terms and conditions of the quotation document are fully acceptable to me and I will abide by the condition of the terms and conditions. This is also certified that our agency /firms 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 of the Bidder:

Date:

Name of Person:

Address:



Performa

Sl.No	Description of Items	Specifications	No of Unit/Number	Rate (in Rs) quoted for each item excluding of taxes	Total tax amount with percentage	Total Cost (5+6)	Warranty Period	Remarks If any
1	2	3	4	5	6	7	8	9

Gross Total Cost :Rs.

Total Bid Price (Including taxes and other charge) in Rs. (in Number)

.....in words)

Signature of the Bidder

Date :

Name agency/farm:

Address :

Place:

Seal

The Project Director,DRDA, Gajapati will not be bound to accept the lowest quotation.

The decision of Project Director,DRDA,Gajapati shall be final in this regard.

