



ଜିଲ୍ଲାପାଳଙ୍କ କାର୍ଯ୍ୟାଳୟ, ଗଜପତି, ପାରାଲକ୍ଷେମୁଣ୍ଡି
COLLECTORATE: GAJAPATI: PARALAKHEMUNDI
(ମଙ୍ଗଳ ଉପବିଭାଗ)

Letter No. 419 /XXV-21/2024

Dated. 15/02/2024

SHORT QUOTATION CALL NOTICE

Sealed quotations are invited from registered firms / dealers / distributors etc. dealing sales & Service of Computers and Laptops for supply of Laptops, UPS, Inverter & battery, external harddisk and Pendrives to the District Welfare Office, Collectorate, Gajapati, Paralakhemundi. The price quoted should inclusive of all Taxes, GST, installation and transportation Charges etc. and it should valid up-to 31.12.2024. The sealed quotation should reach this office latest by 04.00 PM of 22.02.2024. The Sealed quotation should be open on 22.02.2024 at 5.00 PM at in the Office Chamber of Collector Gajapati. The interested firms may remain present either personally or through their authorized representative on the date of opening of the quotations. **Each firm should enclose Xerox copy of GST registration certificate, PAN Card failing which the quotations will be outright rejected.**

Sl. No.	Name of Items	Minimum Specification	Quantity
01.	Laptops	Processor-12th Generation Intel® Core™ i5, OS-Windows 11 Home, Display-35.6 cm (14) diagonal display Bright view with Intel® Iris® Xe Graphics, RAM-8/16 GB RAM, Hard Drive-512 GB SSD, Keyboard- Backlit keyboard, Fingerprint reader, Camera-Wide Vision 720p HD camera, Speakers-B&O Speakers	02 no's
02.	UPS	0.600KV/230V	08 no's
03.	Inverter	2 KVA Inverter	01 no's
04.	Battery	180 AH Battery	02 no's
05.	External Hard Disk	1 TB	03 no's
06.	Pen Drives	128 GB	08 no's

TERMS & CONDITIONS

1. The decision of the Authority is final in all respect
2. The supplies to be made at the destination as mentioned in the supply order without any extra charges.
3. The rate to be quoted including of all Taxes, GST, installation and transportation charges and strictly on specified format and against the items.
4. The GST bills raised along with challan in duplicate along bank details for payment.

5. The supplies must be as per the specification, quantity and to be supplied within timeline. Any deviations or discrepancies in any manner may be liable for cancellation of supply order.
6. Any extra charges beyond the agreed amount cannot be entertained in any manner what so ever the causes it may be.
7. Any dispute is subject to Paralakhemundi jurisdiction only.

15/02/2024
District Welfare Officer,
Gajapati
Date. 15/02/2024

Memo No. 420

Copy to Notice Board of this Office.

Copy to Asst. Collector to Collector, Gajapati for favor of kind information of the Collector.

Copy to Local Level Purchasing Committee Members for favor of kind information.

Copy submitted to Additional Magistrate, Gajapati / Project Director, DRDA Gajapati Sub-Collector, Paralakhemundi / Project Administrator, Paralakhemundi / DIO, NIC, Gajapati Executive Officer, Paralakhemundi Municipality / NAC Kashinagar / all Block Development Officers / Tahasildars of Gajapati District for information and necessary action. They are requested to display the same in their office notice board for wide publicity.

15/02/2024
District Welfare Officer,
Gajapati