



ଜିଲ୍ଲାପାଳଙ୍କ କାର୍ଯ୍ୟାଳୟ, ଗଜପତି, ପାରଳାଖେମୁଣ୍ଡି
OFFICE OF THE COLLECTOR & DISTRICT MAGISTRATE, GAJAPATI
(ସଂସ୍କୃତି ଉପବିଭାଗ)

e-Mail:dcogajapati@gmail.com

No.: ୨୭୭ /Cul-GJP/V-29/24

Date: ୩/11/2024

SHORT QUOTATION CALL NOTICE

Sealed quotations are invited from established, experienced, reputed and professionally run publishing houses for Printing of Smaranika – “Gajapati” **Poster and Certificate** for Gajapati Utsav-2024. The price quoted should inclusive of all Taxes, GST and transportation Charges etc. The sealed quotation should reach this office latest by 04.00 PM of 28.11.2024. The Sealed quotation will be open on 28.11.2024 at 5.00 PM at in the **Zilla Parisad Conference Hall, Gajapati**. The interested firms may remain present either personally or through their authorized representative on the date and time 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.**

Specification of printing

A. Book Specification:-

1. Size of the souvenir- (¼ demy)
2. Cover 4pages - (300 no's GSM art paper)
3. All photographs - (Art paper printing)
4. All photos and cover pages (Multi colored)
5. Text -78 GSM maplitho Paper (may be changed)
6. Text - Printing in single color black
7. Perfect binding
8. Metal finish lamination
9. No. books (500 no's)

B. Poster Specification:-

1. Poster multi colored-wall poster (500 no's)

C. Certificate Specification:-

1. Certificate multi colored (1000 no's)

TERMS & CONDITIONS

1. The decision of the Authority is final in all respect.
2. The supply is to be made at the destination as mentioned in the supply order for which no transportation or any other charges will be made.
3. The sealed quotations should be super scribed as "Short Quotation Call Notice for publication of Smaranika "Gajapati" for Gajapati utasv-2024 by post/by hand to the following address "The District Cultural Officer, Collectorate, Gajapati, Paralakhemundi-761200".
4. The rate to be quoted including of all Taxes, GST and transportation charges and strictly on specified format and against the items.
5. The GST bills along with challan in duplicate and bank details are to be submitted for payment.
6. The supplies must be as per the specification, quantity /quality and to be supplied within timeline. Any deviations or discrepancies in any manner may be liable for cancellation of supply order.
7. Any extra charges beyond the agreed amount shall not be entertained in any manner what so ever the causes it may be.
8. Any dispute is subject to Paralakhemundi jurisdiction only.
9. Copy of GST certificate, Pan card must be enclosed along with quotation.


ADDITIONAL DISTRICT MAGISTRATE,
GAJAPATI

Memo No. 280

Date. 21/11/2024

Copy to Notice Board of this Office.

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

Copy to office of the Collectorate, Gajapati / Paralakhemundi Municipality for favour of kind information and requested to display the notice in their office board for wide publication.

Copy to District e-Governance Manager, Collectorate, Gajapati for kind information and requested to host the notice in district website for wide publication.

Copy to CDO-cum-EO, Zilla Parishad, Gajapati / Sub Collector, Paralakhemundi for kind information.


ADDITIONAL DISTRICT MAGISTRATE,
GAJAPATI

Financial Bid

Item	Price to be quoted for	Quoted price (In Rs.)
Book	500 Pcs	
Poster	500 Pcs	
Certificate	1,000 Pcs	

(Note: The quotationers should quote the price on total number of quantity)

Signature of the Quotationer