

UTKAL BALASHRAM, GAJAPATI

Address: O/o the Dist. Child Protection Unit, Gajapati,
At-Room No. 303, 2nd Floor, Collectorate, PO- Paralakhemundi,
PIN- 761200, Dist. - Gajapati

e-mail ID: utkalbalashram.gajapati@gmail.com

(Societies Act 1860 Regd. No. 42/2022-23 and JJ (C&PC) Act 2015 Regd. No. 35/GJP/2023)

President

Sri Rajendra Minz,
ADM (Rev.),
Gajapati

Secretary

Smt. Manorama
Devi
DSWO, Gajapati

Treasurer

Ms. Archana
Kumari
Mangaraj,
Cultural Officer,
Gajapati

Letter No. 698 /UB/GPT,

Date. 03 -03-2025

Quotation Call Notice

Sealed Quotations are hereby invited for the Grocery items required for the inmates of Utkal Balashram, Paralakhemundi for the period of 6 months. All Intending persons, firm, Authorized dealer and business Enterprises are invited to submit their details in prescribed format (enclosed annexure-I&II) with rates in sealed envelopes to the office of undersigned.

The details of items for the above purpose can be downloaded from district website gajapati.0disha.gov.in. Intending persons, firm, Authorized dealer and business Enterprises are requested to submit quotation forms on or before 10-03-2025 by 5:00 PM by Speed/Register Post/Courier at office of Dist. Child Protection Unit, Room No-303, 2nd floor, Collectorate, Paralakhemundi, Gajapati, PIN- 761200. Please mention "Quotation for supply of Grocery Items for the inmates of Utkal Balashram, Gajapati" On the top of the envelope. The quotation, received beyond the scheduled date and time mentioned above, shall not taken into consideration.

The received quotation will be opened on dated 10 -03-2025 by 5.00PM at office of DSWO Cum Secretary, Utkal Balashram, Gajapati, by the Dist. Quotation Call Committee in presence of the quotationer or the authorized representatives.

The undersigned reserves the right to reject/modify any or all the quotation without assigning any reason thereof.

The following points may please be adhered to submission of Quotations:

1. The firm should be registered under valid GST Certificate & food safety certificates.



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2. Copy of valid PAN card in the name of individual/firm should be enclosed with the quotation paper.
3. The time for supply of items is within 7 days received of purchase order.
4. No Advance payment will be allowed.
5. Payment will be made after supply of all items with quality check.
6. The price should be inclusive of all taxes, transportation and delivery etc.
7. The above items must deliver within time limit as per mentioned in purchase order.
8. If supply items are found not satisfactory the supply order shall be given to other deserving firm.

Yours faithfully


DSWO cum Secretary
Utkal Balashram, Gajapati
Utkal Balashram
Gajapati
dt-03 / 03/2025

Memo No. 699 /UB/GPT

Copy Submitted to:

- i. The ADM(Rev) cum President, Utkal Balashram, Gajapati for favour of kind information.
- ii. The CDO cum EO, Zilla Parishad, Gajapati/PA, ITDA, Gajapati and Sub Collector, Paralakhemundi for favour of kind information. They are requested to display the copy in their respective notice board for wide publicity.
- iii. The DIO, NIC, Gajapati for information with a requested to advertise the copy in their notice board and website for wide publicity.

Yours faithfully


DSWO cum Secretary
Utkal Balashram, Gajapati
Secretary
Utkal Balashram
Gajapati



Annexure -I

To,

The DSWO cum Secretary

Utkal Balashram, Gajapati

From,

M/s:

Address with Contact No.

Name of the firm/Individual/Interested party:

1. Details Address with contact no. :
 2. PAN Card Xerox copy with self attested:
 3. GST Registration certificate:
 4. Quotated Price Rs. _____ (In Word. _____)
- _____)

Yours Faithfully

Signature of Quotationer



Annexure -II

Sl. No.	Name Of the Grocery Items	Unit Price Per KG/Piece (Inclusive GST & Delivery Charge)
1.	Rice (Masoori Rice)	
2.	Sugar	
3.	Chuda	
4.	Gojji Chana	
5.	Harad Dal	
6.	Suji	
7.	White Matar	
8.	Refined Oil	
9.	Biscuit	
10.	Vermicelli (Semia)	
11.	Noodles	
12.	Atta	
13.	Raw Moong	
14.	Pickle	
15.	Ruchi Rice	
16.	Surf	
17.	Bathing Soap	
18.	Tooth Paste	
19.	Salt	
20.	Biri	
Total (Rs.)		

Mishra
23.8.25
Secretary
Utkal Balashram
Gajapati ..