

# UTKAL BALASHRAM, GAJAPATI

Address: O/o the Dist. Child Protection Unit, Gajapati,  
At-Room No. 303, 2<sup>nd</sup> 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  
for Girls unit and 35-B/GPT/2023 for Boys unit)

Letter No.-1587/UB/GPT.

Date: - 18 /02/2026

## President

Sri Munindra  
Honnaga,  
ADM (Rev.), Gajapati

## Secretary

Smt. Manorama  
Devi  
DSWO, Gajapati

## Treasurer

Ms. Archana  
Mangaraj,  
Cultural Officer,  
Gajapati

## Quotation Call Notice

Sealed Quotations are hereby invited for supply of Vegetable and Non Vegetarian items for the inmates of **Utkal Balashram, Gajapati (Boys & Girls), Unit** for the period of 3 months. All interested parties are invited to submit their details in prescribed format (enclosed annexure-I) with rates in sealed envelopes to the office of undersigned.

The details of items for the above purpose can be downloaded from district website [www.gajapati.odisha.gov.in](http://www.gajapati.odisha.gov.in) Intending persons, Firm, Authorized dealer and business Enterprises are requested to submit quotation forms **on or before 26-02-2026 by 4.00 PM by Speed/Register Post/Courier at office of Dist. Child Protection Unit, Room No-303, 2<sup>nd</sup> floor, Collectorate, Paralakhemundi, Gajapati, PIN- 761200. Please mention "Quotation for supply of Vegetable and Non Vegetarian 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 26-02-2026 by 05.00 PM 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/cancel 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 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.
9. The supply order will be issued as per monthly required items.

Yours faithfully

  
DSWO-cum-Secretary  
Utkal Balashram, Gajapati

Memo No. 1588 /UB/GPT

dt- 18 / 02/2026

Copy Submitted to:

The ADM (Rev) cum President, Utkal Balashram, Gajapati for favour of kind information.

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.

The DeGM, Gajapati for information with a requested to advertise the copy in their notice board and website for wide publicity.

  
DSWO-cum-Secretary  
Utkal Balashram, Gajapati



SL.No	Name of the Vegetables	Unit per kg	Unit per Kg(Inclusive GST &Delivery charges)
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			

SL.No	Name of the Non- Veg items ( such as Meat , Fish, Egg,)	Unit per kg	Unit per Kg(Inclusive GST &Delivery charges)
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			