

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)

Letter No.: 1782/UB/GPT. Date: 02-05-2025

Quotation Call Notice

Sealed Quotations are hereby invited for the supply of Grocery items for Utkal Balashram, Gajapati (Boys Unit & Girls Unit) for the period of 12 months i.e. May2026 to April 2027. All Intending persons, firm, Authorized dealer and business Enterprises are invited to submit their details in prescribed format (enclosed annexure-I) with rates in sealed envelopes to the office of the undersigned.

The details of items for the above purpose can be downloaded from district website www.gajapati.odisha.gov.in Intending persons, Firm, Authorized dealer and business Enterprises are requested to submit quotation forms on or before 15/05/2026 by 10.00 AM 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 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 15/05/2026 by 1.00 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.
2. Copy of valid PAN card, Id proof in the name of individual/firm should be enclosed with the quotation paper.
3. Copy of valid food safety certificate should be enclosed with the quotation paper.
4. The time for supply of items is within 7 days receipt of supply order.
5. No Advance payment will be allowed.
6. Payment will be made after supply of all items with quality check.
7. The price should be inclusive of all taxes, transportation and delivery etc.

President
Sri. Munindra
Honnaga
ADM (Rev.), Gajapati

Secretary
Smt. Manorama Devi
DSWO, Gajapati

Treasurer
Ms. Archana
Mangaraj
District Cultural
Officer, Gajapati



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8. The above items must deliver within time limit as per mentioned in supply order.
9. If supply items is found not satisfactory the supply order shall be given to other deserving firm.
10. The supply order will be issued as per monthly required items.

Yours faithfully


DSWO cum Secretary
Utkal Balashram, Gajapati

Memo No. 1783 /UB/GPT


dt- 02 / 05/2026

Copy Submitted to:

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

The PD, DRDA, 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 DCGM, 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

Annexure-I

Sl. No.	Name of the Grocery Items	Unit per Kg/ piece	Unit price (Inclusive GST & Delivery charges)
1	Rice		
2	Sugar		
3	Chuda		
4	Gojji Chana		
5	Harada Dali		
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		
21	Moong Dal		
22	Chana Dal		
23	Haldi Powder		
24	Chili Powder		
25	Jeera		
26	Soriso		
27	Hingu		
28	Kasturi Methi		
29	Ghee		
30	Biryani Masala		
31	Chicken Masala		
32	Badam Chana		
33	Jaggery		
34	Curry Masala		
35	Milk Powder		
36	Besan		
37	Chilli Souce		

38	Dry Chill		
39	GundaKaju		
40	Kaju		
41	Kabuli Chana		
42	Tomato Sauce		
43	Idly Rava		
44	Kismis		
45	Elachi		
46	Kurma Manji		
47	Panamahuri		
48	Methi		
49	Jaipulo		
50	Dalchini		
51	Golmaricha		
52	Labanga		
53	Tajpatra		
54	Saggu		
55	DalaSariso		
56	GutaDaniya		
57	Soya bean		
58	Shampoo		
59	Washing soap		
60	Coconut hair oil		
61	Tooth brush		
62	Ambulo		
63	Tongue cleaner		
64	Face powder		


Secretary
Utkal Balashram
Gajapati