

GOVERNMENT OF ODISHA
HOME (ELECTIONS) DEPARTMENT


QUOTATION CALL NOTICE

Dated Bhubaneswar the 8th June, 2018

No. IV(E) 31/2018- 4337 /Elec. Sealed Quotation in plain paper / letter pad are invited from intending Firms / Authorized Dealers / Suppliers located in Bhubaneswar for supply of Computer Consumables and Spares to the Office of CEO, Odisha, Home (Elections) Department. The details of the items with specification is at **Annexure-I**.

Terms and Conditions of the Quotation Call Notice

- 1) The Quotationers should have valid GST No (self attested copy of the GST registration certificate is to be submitted).
- 2) The Quotationers must submit copy showing up to date deposit of GST.
- 3) The Quotationers should have valid PAN (Copy to be submitted).
- 4) The Quotationers shall have to furnish their offer (rate) of the items per unit as detailed in the format (at **Annexure- II**). The total offer price per unit shall be inclusive of GST, transportation and delivery charges. The price quoted shall be valid for the period of one year from the date of issue of contract or till finalisation of process of next Quotation whichever is later.
- 5) The Quotationer shall deposit non-interest bearing earnest money of Rs. 2,000/- (Rupees two thousand) only in shape of Account Payee Bank Draft/ Pay order payable to the DDO, Home (Elections) Department which will be refunded to the unsuccessful Quotationers / whose quotations are not accepted. The EMD of the successful quotationer will be refunded after completion of the validity period.
- 6) The Quotationer shall have to submit the list of experience certificates towards supply of Computer Consumables to different Departments of Government preferably Departments in Odisha State Secretariat during the last three years (Only copy of work orders should be submitted).
- 7) The Quotations should reach the undersigned by **26.06.2018 at 2.00 P.M.** and the same shall be opened on **same date at 3.00 P.M** in the presence of Quotationers or their authorized representatives, if they so desire.
- 8) The Quotations received in incomplete form or after the scheduled date & time shall be summarily rejected. The authorities of Home (Elections) Department reserve the right to reject all or any quotationer without assigning any reason thereof.
- 9) The authorities are not bound to accept the lowest financial bid and reserve the right to negotiate the rates and other terms and conditions with the lowest quotationer.
- 10) On delivery, the products supplied shall be inspected to ascertain the quantity/specification/quality for which the order was placed. If, it turns out to be otherwise, the acceptance of delivery shall be refused and ask for explanation for supplying so.
- 11) Failure to supply the order in full within the stipulated period may lead to forfeiture of E.M.D and action as deemed proper may be taken against the quotationer.


Asst. Chief Electoral Officer-cum-
Under Secretary to Government

3. After the finalisation of the L1 quotationer the non interest bearing Security Deposit of Rs.1000/- (Rupees one thousand) only will have to be deposited by the concerned caterer within 7 (seven) days in shape of Demand Draft drawn in favour of ACEO-cum-Under Secretary to Govt. Home (Elections) Department failing which L2 Quotationer / L3 quotationer will be asked to submit the security deposit as per their place in the selection list.

4. The amount of Security Deposit will be refunded on completion of the validity period. The security deposit will be forfeited if any terms and conditions is contravened and action deemed proper may be taken against the caterer.


Asst. Chief Electoral Officer-cum-
Under Secretary to Government

Memo No. 4338 /Elec. Dated : 8th June, 2018

Copy to Under Secretary to Government, IT Department / Head State Portal Group, NIC, Odisha Secretariat, Bhubaneswar for information and necessary action.

They are requested to float the quotation call notice in State Portal as well as website of Home (Elections) Department (www.ceoorissa.nic.in) for wide publicity.


Asst. Chief Electoral Officer-cum-
Under Secretary to Government


Memo No. 4339 /Elec. Dated : 8th June, 2018

Copy forwarded to Director, SIRD, Unit-8 / DG, Gopabandhu Academy of Administration, C.S Pur / RIPAES, Unit-8, Bhubaneswar requesting them to kindly display the said Quotation Call Notice in their Notice Board for information.


Asst. Chief Electoral Officer-cum-
Under Secretary to Government

Memo No. 4340 /Elec. Dated : 8th June, 2018

Copy along with enclosure forwarded to all Departments of Government for information and necessary action. They are requested to display the Quotation Call Notice in their Notice Board for wide publicity.


Asst. Chief Electoral Officer-cum-
Under Secretary to Government

Memo No. 4341 /Elec. Dated : 8th June, 2018

Copy along with enclosure forwarded to Notice Board of Home (Elections) Department for information and necessary action.


Asst. Chief Electoral Officer-cum-
Under Secretary to Government

Annexure-I

SI No.	Description of item	Name of the Items	Specification/ Make
1	Computer Printer Cartridge	HP 78-A Cartridge	HP Original and Non HP Compatible
2		HP 88-A Cartridge	HP Original and Non HP Compatible
3		HP 2-A Cartridge	HP Original and Non HP Compatible
4		HP 36-A Cartridge	HP Original and Non HP Compatible
5		HP 30-A Cartridge	HP Original and Non HP Compatible
6		HP 55-A Cartridge	HP Original and Non HP Compatible
7		Cartridge for Ricoh 200 SP	RICOH
8		Computer Ribon (Dot Matrix) for LQ-1310-II Printer	EPSON
9		Cartridge for Office Jet Pro 8270 All in one printer	HP Original and Non HP Compatible
10	Spares / Accessories	Pen Drive (8 GB)	HP
11		Pen Drive (16 GB)	HP
12		Pen Drive (32 GB)	HP
13		USB Key Board	HP
14		USB Mouse	HP
15		Blue Tooth Key Board	HP
16		Blue Tooth Mouse	HP
		Keyboard Mouse (Combo)	HP
17		CD	Moserbear/Sony
18		DVD	Moserbear/Sony
19		4TB external HD, USB Powered	Seagate
20		2TB external HD, USB Powered	Seagate
21		1TB external HD, USB Powered	Seagate
22		4GB DDR3 1600MHz SD RAM (laptop)	Hynix/Kingston/Samsung
23		8GB DDR3 1600MHz SD RAM (Desktop)	Hynix/Kingston/Samsung
24		All in One Memory Card Reader	iball
25		4 Port USB HUB	iball
26		300Mbps Wireless Access Point	Dlink/TPLINK
27		2.1 Speaker	IBall Tarang Usb Lion
28		Webcam 1080P Widescreen Video Calling And Recording ,	Logitech HD PRO
29	24 Port, 2 Gigabit/ SFP ccombo port Managed Switch	Cisco	

SI No.	Description of item	Name of the Items	Specification/ Make
30	Spares / Accessories	8 port Switch	Dlink
31		HDMI to VGA converter	High quality
32		VGA to HDMI Converter	
33		USB to VGA Converter	
34		HDMI CABLE 15 Metres	
35	FAX cartridges Toner Cartridge for Photocopier Machine	Cartridge for FAX machine	SL-M2880 FW/XIP (Samsung)
36		Cartridge for FAX Machine	SCX-3401F (Samsung)
37		NPG-51 Toner	CANON (Model No. IR- 2530)

