



No: 471 // ORMAS

Date: 09-10-2025

**QUOTATION CALL NOTICE**

Sealed quotations are invited in the prescribed format from interested Suppliers/Distributors/Dealers for supply of IT materials for FPO under State Sector Scheme. The detailed Quotation Paper along with terms and conditions can be obtained from ORMAS office or can be downloaded from the website [www.boudh.odisha.gov.in](http://www.boudh.odisha.gov.in). The quotation paper completed in all respect must be in sealed cover and superscripted as "Quotation for Supply of IT materials".

The sealed quotation completed in all respect addressed to the "Dy. CEO, ORMAS, Zilla Parishad, Boudh-762014" should reach by General Post or Speed Post/Courier/by hand on or before **18.10.2025** at **01.30 PM** and will be opened in the same day at **3.30 PM** at the office chamber of the undersigned in presence of the Bidders or their authorized representatives. The quotation received after due date and time will not be considered.

The undersigned reserves the right to accept/ reject/ modify/ cancel any or entire quotation(s) at any stage without assigning any reason thereof.

**1. Specification of the Items:-**

Sl. No.	ITEM	Specification	Quantity	Delivery Period
1	Laptop	Processor: Intel 13 <sup>th</sup> generation i5, RAM- 16GB, Storage- 1TB SSD, OS- Windows 11 MS office 2024, Display- 14.0 FHD, Front Camera, Wifi, Bluetooth, 6 GB NVIDIA GeForce RTX 4050 Graphics, 8 hour+Battery Backup with fast charging, Antivirus 1 year	1 No	Within 7days of receipt of Purchase Order
2	Laser Printer (Print, Scan & Copy)	Monochrome Laser Beam Printing- 15 Page/Minute, Print Resolution- upto 600X400 dpi, Copy Speed upto 20 cpm, Scan Speed- upto 7 ppm, Scan Resolution- upto 1200X1200 dpi, Device Memory- 128 MB, Digital LED display	1 No	

**2. Bid Price:-**

- The transportation charges and installation charges will also be included in the Bid Price.
- All Taxes, duties and other levies payable by the Bidder under the contract shall be included in the Bid Price.

3. Each Bidder shall submit one quotation as per the enclosed Quotation Format.

**4. Validity of Quotation:-**

Quotation shall be valid for a period not less than 45 days after the deadline date as specified in the quotation.

5. Evaluation of Quotations:-

The Purchaser will evaluate and compare the quotations determined to be substantially responsive i.e which (a) are properly signed and (b) confirm to the terms, conditions and specifications. The Quotations will be evaluated for all the items together given in the Quotation format. (C) Incomplete Bid / Bid document received after due date will not be considered.

**While submitting the bid, the bidders should submit the following documents**

- i. Copy of GST Registration Certificate
  - ii. Copy of PAN
  - iii. Copy of latest GST deposit Challan.
6. Payment shall be made after delivery of the goods on submission of the bills and vouchers.
7. Any legal dispute arising out of this is subject to Boudh district jurisdiction only.
8. The 1<sup>st</sup> Lowest Bidder cannot claim to supply, as the above items will be purchased as per the specification.

  
Chief Development Officer-cum-EO  
Zilla Parishad, Boudh

Memo No 472 // ORMAS, Dt. 09-10-2025

Copy to the DeGM, Boudh for information with a request to upload the Bid Document in the District NIC Portal for wide publicity.

Copy to the Notice Board of Zilla Parishad, Boudh.

  
Chief Development Officer-cum-EO  
Zilla Parishad, Boudh

### EVALUATION FORM (TECHNICAL)

1	Name of the Supplier	
2	Full Address:  Telephone/Mobile No.  E-Mail address:	
3	GST Registration No. (Self attested Copy to be enclosed)	
4	PAN No (Self attested Copy to be enclosed)	
5	Latest GST deposit challan (enclose self attested copy)	

#### DECLARATION

I/we hereby declare that all the statement(s) made in this application are true, complete and correct to the best of my knowledge and belief. I have read and examined all the terms and conditions of the Bid document for which I/ we have signed and submitted the bid under proper lawful Power of Attorney. It is also certified that all the terms and conditions of the Bid document are fully acceptable to me/ us and I/ we will abide by the terms and conditions laid in the document. This is also certified that our principal manufacturing firm has no objection in signing the purchase contract if the opportunity for the supply of the items against this Quotation is given to me/us.

***Full Signature of the Bidder with seal***

Date:

**QUOTATION FORMAT (FINANCIAL)**

(to be filled in by the bidder without any overwriting)

I/ We do hereby submit item wise quotation below.

Sl. No.	Description of Goods	Specifications of Goods	Rate Offered per unit (in Rs.)
1	Laptop	<u>Make/ Model:</u>  <u>Warranty Period:</u>  <u>Specifications:</u>	
2	Laser Printer	<u>Make/ Model:</u>  <u>Warranty Period:</u>  <u>Specifications:</u>	
Rupees (in words):			

**Full Signature of the Bidder with seal**

Date :