

PANCHAYAT SAMITI OFFICE, GUDVELLA

QUOTATION CALL NOTICE

NO. 1251 DATED 06-07-2026

Sealed quotations are invited from interested/ reputed supplier/ authorised dealer / Individuals for supplying the following appliances/equipment for official use in Panchayat Samiti Office, Gudvella.

Sl. No.	Particulars		Unit to be procured
1.	All in one core i5 13 th Gen 8 GB RAM 512 GB SSD, 24" LED Monitor, Windows 11 with wireless key board and mouse duly guaranteed	-	3 Nos
2.	Laserjet Printer – Print, Copy, Scan, WIFI with ADF tray & Duplex Printing duly guaranteed	-	3 nos
3.	Digital Photo Copier / Printer (Copy / Print / Scan / Net Work / Duplex / DADF) (Minimum Copy Speed: 25 cpm/ppm, Max Paper Size, Touch Panel (Original / Image (A3/A) Zolom 35% to 400%, Bue-pass : 100 Sheets, Main Cassette Train: 550 + 550 sheets, Double Tray, Ram – 2.0 GB, Print Resolution (1200 x 1200 DPI) Colour Scanning , Network Printing , Duplex, DADF.	-	1 No
4	Computer Table of Reputed Manufacturer		3 Nos
5	Iron Almirah of Reputed Manufacturer		5 nos
6	Revolving Chair of Reputed manufacturer		5 nos

The sealed quotation should accompany with a Bank Draft of Rs.15,000/- drawn in favour of Block Development Officer, Gudvella towards EMD, Valid GST Registration Certificate, I.T. Clearance Certificate, Copy of PAN Card and Aadhaar Card.

Terms and Condition.

1. The reputed supplier/dealer/individual shall have a valid GST registration/ IT Clearance Certificate.
2. The appliances/equipment should be of reputed company/manufacture with period of guarantee to be mentioned in the quotation.
3. A sum of Rs. 15,000/- (Rupees fifteen thousand) shall be deposited by the intending bidders in shape of Account Payee Bank Draft drawn in favour of the Block Development Officer, Gudvella and along with the quotation as EMD. After completion of process of procurement, the EMD shall be refunded to unsuccessful quotationers.

4. The details of the make and year of manufacture of the appliances/ equipment, period of warranty/guarantee should be specifically provided is: to be furnished with the Quotation.
5. The party should quote the rate including all taxes to be delivered at Block Office, Gudvella at his own cost.
6. The party should also quote/provision of period of after sale service to be provided.
7. The Quotation completed in all respect should reach the undersigned on or before 17.07.2026 by 2.00 P.M. and shall be opened by the Purchase Committee on the same day at 3.30 P.M. in presence of the quotationers or their authorized representatives.
8. The rate should be inclusive of all taxes with delivery at Block Office, Gudvela at the cost of the successful supplier.
9. The authority has right to accept or reject any or all the quotations without assigning any reasons thereof.


Block Development Officer,
Gudvela

Memo No. *1252* / Date *06-07-2026*

Copy along with its enclosures forwarded to District Informatics Officer, NIC, Collectorate, Balangir with a request to publish the Quotation Call Notice in Balangir District Website for wide publicity and information of interested parties.


Block Development Officer,
Gudvela

Memo No. *1253* / Date *06-07-2026*

Copy along with its enclosures forwarded to Collector, Balangir / CDO-cum-EO, ZP, Balangir / Sub-Collector, Balangir / Tahasildar, Tusura / Executive Officer, Tusura NAC / CDPO, Gudvela with a request to publish the quotation notice in their office notice board for wide publicity and information of interested parties.


Block Development Officer,
Gudvela