

GOVERNMENT OF ODISHA
GENERAL ADMINISTRATION & PUBLIC GRIEVANCE DEPARTMENT

No. GAD-OE2-CONT-0034-2014- 9807 / Gen., Dated. 11th April, 2022

QUOTATION CALL NOTICE

Sealed quotations in letter pad are invited from the intending Registered Firms / Suppliers located at Bhubaneswar having valid GSTIN under OGST Act 2017 and PAN for supply of **Computer Consumables** for official use of G.A. & P.G. Department. The quotations should reach the undersigned by **26.04.2022, 2.00 P.M.** at the latest and the quotations shall be opened on the same day at 4.00 P.M. in presence of quotationers or their authorized representatives. The Quotations received incomplete or after the scheduled date and time shall be summarily rejected.

The quotationer must submit two bids separately i.e. "Technical Bid" and "Financial Bid" in two separate envelopes. **The Technical Bid and the Financial Bid should be sealed by the bidder in separate covers duly superscribed as 'Technical Bid' and 'Financial Bid' respectively.** Both these sealed covers are to be put in a bigger envelope which should also be sealed and duly superscribed "Quotations for Computer Consumables".

Technical Bid should contain following documents.

1. Registration Certificate of the firm / supplier
2. GST Registration Certificate
3. Copy of PAN
4. Copy of Up to date GST Return(GSTR 3B)
5. IT Return (2021-22 AY)
6. EMD of Rs. 5000/- in shape of Bank Draft in favour of D.D.O-cum-Under Secretary to Govt., G.A. & P.G. Department.
7. Address and contact details of firm.(Local address of business place at Bhubaneswar with contact details)

Financial Bid should contain the price of each article in the prescribed format per unit /packet of supply. **All prices should be inclusive of taxes.**

FORMAT FOR OFFER (FINANCIAL BID)

Name of the Firm:
(With full particulars)

Sl. No.	Item	Make / Model	Specification if any	Unit pack	Unit price (In. Rs.)	Remarks

The Technical Bid will be opened on **26.04.2022 at 4.00 PM.** On qualifying in the Technical Bids, the Financial Bid will be opened on the same day at **5.00 PM.** Those who do not qualify in the technical bid their financial bid will not be opened. The authority reserves the right to reject any or all quotations without assigning any reasons thereof.


11.4.22
Under Secretary to Government.

Memo No. 9808 / Gen., Dated. 11/04/2022

Copy forwarded to Under Secretary (AR Cell), G.A. & P.G. Department to display the notice on G.A. & P.G. Department official website for information.


11.4.22
Under Secretary to Government.


Memo No. 9809 / Gen., Dated. 11/04/2022

Copy along with **Annexure – 'A'** forwarded to All Departments with a request to display the Notice in their Notice Board for wide publicity.


11.4.22
Under Secretary to Government.

Memo No. 9810 / Gen., Dated. 11/04/2022

Copy along with **Annexure – 'A'** to Notice Board of General Administration & Public Grievance Department / Five (5) spare copies with **Annexure – 'A'** to O.E. – II Section for reference of Guard file.


11.4.22
Under Secretary to Government.

Memo No. 9811 / Gen., Dated. 11/04/2022

Copy forwarded to Chief Receptionist, Lokaseva Bhawan / Sergeant, Lokaseva Bhawan Security for information.


11.4.22
Under Secretary to Government.

ANNEXURE –‘A’

List of Computer Consumables

1.	Computer Cartridge (HP) – 12A
2.	Computer Cartridge (HP) – 13A
3.	Computer Cartridge (HP) – 24A
4.	Computer Cartridge (HP) – 15A
5.	Computer Cartridge (HP) – 56A
6.	Computer Cartridge (HP) – 57A
7.	Computer Cartridge (HP) – 58A
8.	Computer Cartridge (HP) – 49 A
9.	Computer Cartridge (HP) – 21 A
10.	Computer Cartridge (HP) – 22 A
11.	Computer Cartridge (HP) – 78 A
12.	Computer Cartridge (HP) – 88 A
13.	Computer Cartridge (HP) – 36 A
14.	Computer Cartridge (HP) – 28 A
15.	Computer Cartridge (HP) – 51 A
16.	Computer Cartridge (HP) – 18 A
17.	Computer Cartridge (HP) – 47 A
18.	Computer Cartridge (HP) – 137 A
19.	Computer Cartridge (HP) – 410 A
20.	Computer Cartridge (HP) – LJPROM-427FDN
21.	Computer Cartridge (HP) – A105810
22.	Computer Cartridge (HP) - MFP M479fdw (W1A80A)
23.	Computer Cartridge (HP) - M255DW
24.	Computer Cartridge MLT D1043S (Samsung)
25.	Computer Ribbon (Dot Matrix & Printonix)
26.	Computer Floppy (Samsung, Sony, Philips, Amketee, Moserbaer)
27.	C.D. (R.W) - (Samsung, Sony, Philips, Moserbaer) (Single Pack Jewel Case)
28.	C.D. (R) - (Samsung, Sony, Philips, Moserbaer) (Single Pack Jewel Case)
29.	C.D. Container (100 Nos.) (Album)

30.	DVD
31.	Computer optical Mouse
32.	Computer cordless Mouse
33.	UPS Battery (Wipro)
34.	UPS (APC / iball)
35.	Computer Key Board
36.	Computer cordless Key Board
37.	Laser –Z-Ink
38.	Pen drive – 8.GB (HP)
39.	Pen drive – 16.GB (HP)
40.	Pen drive – 32 GB (HP)
41.	Pen drive – 64 GB (HP)
42.	Pen drive – 8.GB (SanDisk)
43.	Pen drive – 16.GB (SanDisk)
44.	Pen drive – 32 GB (SanDisk)
45.	Pen drive – 64 GB (SanDisk)
46.	CP-2025 Colour Toner – CC 530A
47.	CP-2025 Colour Toner – CC 531A, 32A, 33A
48.	Fax cartridge – SF 565 P
49.	Fax cartridge – SF 371 P
50.	Fax cartridge – M 43 (Samsung)
51.	Fax cartridge- SCX-4521 FS(Samsung)
52.	Fax cartridge (Brother- 2820)
53.	SCX- 4321 (Samsung)
54.	SCX- 3201 G (Samsung)
55.	MLTD-203S (Samsung)
56.	MLTD-205S (Samsung)
57.	Fax Roll
58.	Gestener Ink for DX 2430 machine
59.	Master Roll for DX 2430
60.	Cartridge – IS-13252 (Wipper)
61.	External Hard Disk (1 TB)
62.	Monitor 19 inch (HP)