



**ZILLA PARISHAD, BALASORE**  
(ODISHA LIVELIHOODS MISSION)  
{DEPARTMENT OF MISSION SHAKTI}



Letter No. 997 /23/OLM/BLS

Date: 07 / 12 / 2023

**Quotation Call Notice**

Sealed Quotations are invited from printing press/printing Agencies having valid PAN and GST registration certificate for printing of **different items as per the specification given below** for **POSHAN SAKHI KIT under FNHW programme** of Balasore District. The Detail is mentioned as per statement given below. Quotations completed in all respect should reach to the office of the Chief Development Officer-cum-Executive Officer, Zilla Parishad, Balasore (OLM Cell) on 16 / 12 / 2023 by 5.00 PM through Speed Post/Registered Post/ Courier only. Quotations received after the due date and time will not be considered under any circumstances. The bids shall be opened on 18 / 12 / 2023 at 4.00 PM by the procurement committee in Zilla Parishad office (Conference Hall) in presence of the bidders or their authorized representatives. The application form of Quotation containing general bid information and terms & Conditions can be downloaded from Balasore District website <http://baleswar.nic.in>.

SL No.	Name of the Printing Item	Size/Specification	Quantity	Delivery period	Place of delivery
1	Intergenerational cycle in flex	3'x3'	250 set	Within 7days of receipt of Purchase order	At BMMU, Sadar OLM Cell
2	One Flex covering 16 picture Cards	5'x3'	250 set		
3	Four pages folder for national flag stamp size pictures (20 pics for each three colours of flag: 60 pics in total)	220 GSM glossy finish. laminated, multi-colour printing both side	250 set		

**1. Bid Price**

- a) The Purchase Order (P.O) shall be for the full quantity as described above.
- b) All duties, taxes, Transportation Cost and other levies payable by the dealer under the P.O shall be included in the total price.
- c) Sales tax/ GST in connection with the sale shall be shown separately.
- d) The Prices should be quoted in Indian Rupees only.
- e) Financial bids & Technical bids should be kept in separate envelopes each, get together in one envelope.

2. Each bidder shall submit only one Quotation.

3. 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 and conditions, and specifications.

The Quotations would be evaluated for all items together.

4. Award of Purchase Order (P.O)

- a) The Purchaser will award the P.O to the bidder whose Quotation has been determined to be substantially responsive and who has offered the lowest evaluated Quotation price.
- b) The bidder whose bid is accepted will be notified of the award of contract by the Purchaser prior to expiry of the quotation validity period. The terms of the accepted offer shall be incorporated in the purchase order.
- c) Payment shall be made after delivery of the goods through PFMS after submissions of bills and voucher. Separate bill be made for OLM, Zilla Parishad, Balasore i.e. **For OLM purpose** the bill will be made in favour of Chief Development Officer-cum-Executive Officer, Zilla Parishad, Balasore.

5. Other Terms and Conditions:

- I. Any effort by a bidder to influence the purchaser in its decision on bid evaluation or placement of purchase order may result in rejection of the bidder's offer.
- II. Any legal dispute arising out of this is subject to Balasore jurisdiction only.
- III. The 1<sup>st</sup> Lower Bidder cannot claim to supply the items, as the items will be purchased as per the specification and quality. The undersigned is not bound to place order to the lowest Quotation. While considering the lowest Quotationer of any item other conditions such as suitability of the items in addition to financial standard of the Quotationer, past business experience/brand, reliability of the guarantee shall also be considered if any.
- IV. The original certificate may be produced for verification when asked for. **Quotation papers received beyond the stipulated date and time, and other required document shall be liable for rejection.** The authority will not be held responsible for postal delay in the delivery of the documents or non-receipt of the same.
- V. The selected Supplier has to bear the responsibility for proper and timely delivery of materials in afore mentioned place of delivery and he has to bear the loss or damage of any items during transit.
- VI. The suppliers should attend the complains (If any) on the items supplied within 7 days.

- VII. Intended Supplier has to submit one sample page of each item to verify the quality (gsm) of paper in their tender documents.

The undersigned reserves the right to accept or reject any or all Quotations without assigning any reasons thereof.

  
Chief Development Officer,  
Cum-District Mission Coordinator,  
OLM, Balasore

Memo No. 998/23 OLM Date 7-12-2023

Copy to the Notice Board of Zilla Parishad, Balasore/DIO, NIC, Balasore for web hosting.

  
Chief Development Officer,  
Cum-District Mission Coordinator,  
OLM, Balasore

**Annexure-I  
(Bidder's Information)**

1	Name of the Supplier	
2	Full address of Supplier's shop/showroom Telephone/Mobile no. Fax no. E-mail address :	
3	PAN No. Certificate (Copy to be attached) (Yes/No), Please give details	
4	GST Registration (Copy to be attached) (Yes/No), Please give details	
5	Whether all documents submitted signed by the authorized signatory of the organization (Yes/No)	

I do hereby certify that the above mentioned particulars are true and correct.

**Full Signature of the Bidder:**

**Date:**

**Seal**

**DECLARATION BY THE BIDDER:**

It is hereby declared that I the undersigned, have read and examined all the terms and conditions etc. of the Quotation document for which I have signed and submitted the bid under proper lawful Power of Attorney. It is also certified that all the terms and conditions of the Quotation document are fully acceptable to me and I will abide by the conditions of the terms and conditions. This is also certified that our principal manufacturing firm have no objection in signing the purchase contract if the opportunity for the supply of the items against this Quotation is given to me/us.

Signature:

Date:

Name

Address

Designation

**Annexure-II  
(Format for Price Bid)**

Sl. No.	Description Goods/ Printing item	Specifications	Qty.	Unit	Quoted Unit Rate in Rs.	Total Amount (Including all taxes)	
						In Figures	In Words
1	Intergenerational cycle in flex	3'x3'					
2	One Flex covering 16 picture Cards	5'x3'					
3	Four pages folder for national flag stamp size pictures (20 pics for each three colours of flag: 60 pics in total)	220 GSM glossy finish.laminated, multi-colour printing both side					
<b>Total</b>							
<b>GST</b>							

**Gross Total Cost: Rs. ....**

Total bid price (including Taxes and Other) in Rs. \_\_\_\_\_ (in Fig.)  
 \_\_\_\_\_ (In Words) Note :

(a) In case of discrepancy between unit price and total price, unit price shall prevail.

We agree to supply the above goods/book in accordance with the technical specifications for total contract price of Rs. \_\_\_\_\_ (amount in fig.) (Rs. \_\_\_\_\_ amount in words) within a Period of 7 days from the receipt of purchase order.

(b) We agree to other terms and conditions of the Quotation and also confirm we will provide the materials as per the standard specified in the document.

Name of the Firm/Agencies

Signature of the Bidder

Address

Date and Seal Place