



**OFFICE OF THE CHIEF CSO-CUM-DISTRICT MANAGER  
OSCSC LTD., BALASORE.**

Letter No. 1142 /Dt. 21.05.25

**Short Quotation Call Notice**

Sealed quotation are hereby invited from interested Suppliers/ Manufacturers having valid GST Registration Certificate for procurement & supply of **02(Two)** no's of **Air Conditioner** along with stabilizer having capacity of 1.5 Ton for the office of Chief CSO-cum-District Manager OSCSC Ltd., Balasore . The quotation shall reach the office of Chief CSO-cum-District Manager OSCSC Ltd, Balasore, Kochari Road, near Tahasil Office, Balasore, PIN-756001 latest by **31.05.2025 up to 12 noon** & will be opened on 31.05.2025 at 12:30 PM in the presence of Tenderer or their Authorized Representative . The tender paper can be downloaded from District Website <https://balasore.odisha.gov.in> or can be obtained from the office of chief CSO-cum-District Manager OSCSC Ltd., Balasore during office hour.

The following documents to be submitted along with tender papers:-

1. Application Form annexed at Annexure-A & filled in Form at Annexure-B .
2. Self attested copy of PAN CARD.
3. Self attested copy of GST Registration Certificate.
4. Self attested copy of IT Return.
5. Self attested copy of MSME Registration Certificate if any.
6. Self attested copy of 1<sup>st</sup> page of Bank Passbook for payment purpose.

**Technical Specification for Air Conditioner.**

Sl No	Components	Specifications
1	Title	Voltas/Hitachi/Whirlpool/ Godrej / Blue star/ LG/ Daikin/Panasonic/Samsung or any reputed brand.
2	Type	Split with Copper Pipe
3	Star rating	Minimum 03 star
4	colour	White
5	Other component	Auto Air swing sleep mode, remote, timer, dual protection filter
6	Warranty	To be specified by the supplier as per company product
7	Installation	To be included with Quoted rate
8	Condenser material	Copper
9	Noise level	Low
10	Dust filter	Yes
11	Adjustable Inverter Technology	Yes
12	Antiviral Technology	Yes
13	Convertible features	Yes
14	Capacity	1.5 Ton

Chief CSO-cum-D. M  
OSCSC Ltd., Balasore.

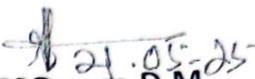
Memo No. 1143 /Dt. 21.05.25

Copy to OSCSC Ltd., Balasore Office Notice Board for general Information and wide publicity.

  
Chief CSO-cum-D.M  
OSCSC Ltd., Balasore.

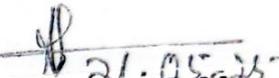
Memo No. 1144 /Dt. 21.05.25

Copy forwarded to the DIPRO, Balasore / DeGM, Balasore for kind information and necessary action with a request for web hosting of the notice Inviting Quotation in the District Website i.e <https://balasore.odisha.gov.in> . soft copy of the notice is sent through e-mail.

  
Chief CSO-cum-D.M  
OSCSC Ltd., Balasore.

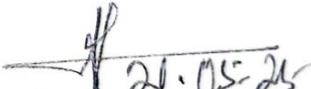
Memo No. 1145 /Dt. 21.05.25

Copy submitted to all BDOs / Tahsildars for information with request to display the Short Quotation Call Notice in their Notice Board.

  
Chief CSO-cum-D.M  
OSCSC Ltd., Balasore.

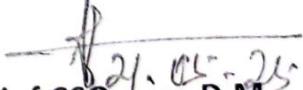
Memo No. 1146 /Dt. 21.05.25

Copy submitted to CDO-cum-EO, Zilla Parisad, Balasore/ all Sub-Collector, Balasore / all District level Officers of Balasore District/ all CSO-cum-DM, OSCSC Ltd for Kind information with request to display the Short Quotation Call Notice in their Notice Board.

  
Chief CSO-cum-D.M  
OSCSC Ltd., Balasore.

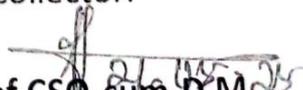
Memo No. 1147 /Dt. 21.05.25

Copy submitted to General Manager (I/C, ENGG)/ FA & CAO/ General Manager (Accounts)/ Manager(Accounts)/ CGM (F) OSCSC Ltd., Bhubaneswar for kind information.

  
Chief CSO-cum-D.M  
OSCSC Ltd., Balasore.

Memo No. 1148 /Dt. 21.05.25

Copy to PA to Collector , Balasore for kind information of collector.

  
Chief CSO-cum-D.M  
OSCSC Ltd., Balasore.

### Term and conditions:-

1. The bidder should be a manufacturer/ dealers/authorized distributor of the article and should have registered office anywhere in India.
2. The item shall be installed at the office of the CCSO-cum-D.M OSCSC Ltd, Balasore . The bidder must provide free service and warranty as per the company norms.
3. The firm should supply the article within one week from the date of issue of purchase/ supply order.
4. Payment shall be made only after necessary verification of goods and obtaining approval from OSCSC Head Office, Bhubaneswar.
5. The selected firms or agency can't claim any penalty or interest in any case in delay for payment.
6. If the supplied item is not as per the specification or damaged the supplier shall replace the same immediately at his own expenses.
7. If the supply of goods is not made within the time period, the late penalty of 2% per week or part thereof up to maximum 10% from the billed amount shall be levied. Any breakage of material during transportation must be replaced.
8. This office reserves all the rights to modify the terms and conditions/ extension of last date of receipt of quotation/ to accept/ negotiate /reject of any or all quotations in full or in part without assigning any reason thereof.
9. Quotation / Tender incomplete in any respect is liable for rejection.
10. Any changes in scheduled will be informed through District Website <https://balasore.odisha.gov.in>.

  
21.05.23  
Chief CSO-cum-D.M  
OSCSC Ltd., Balasore.  
*Real*

**APPLICATION FORM****(to be filled in by the Bidder)**

SI No	Information required	Information given
1	Name of the Supplier / Firm	
2	Full Address	
3	Name of the Contact person with contact number	
4	E-mail Address	
5	Date of establishment of the firm	
6	GSTN No. (attach self attested photocopy of the Certificate)	
7	Bank Account Number ( with a copy cancelled cheque )	
8	Name of the Bank	
9	Name of the Branch	
10	IFSC code of the Branch	
11	MICR Code of Bank	
12	PAN Card Number ( attached self attested photocopy of the PAN Card)	

Certified that,

1. I/We have read the terms and conditions governing this work of the office and hereby agree to abide by them.
2. The agency or any of its members has neither blacklisted by any central or state government organizations nor any litigation pending with any of these department or any Court of Law.
3. The information provided by us as above regarding the details of firms is correct and nothing has been concealed. In case of any information is found to be incorrect at later stage , our bids shall be summarily rejected.

**Signature of the Authorized  
person with date & seal.**

**Annexure-B**

**(To be filled in by the Bidder)**

SI No	Item specification details of reputed brand (Specify the brand and items specification)	Specify the rate including all taxes and cost of installation charges.	Remarks
1			
2			
3			
4			
5			

**Signature of the Authorized person with date & seal.**