



**ODISHA ADARSHA VIDYALAYA, NADIGAON, SORO**

**DIST: BALASORE, ODISHA, PIN CODE – 756045**

(Under Odisha Adarsha Vidyalaya Sangathan, an Autonomous Organization, Dept. of S & M. E, Govt. of Odisha)

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Affiliation No- 1520418 , School Code- 17594, Cell No - 9556952229



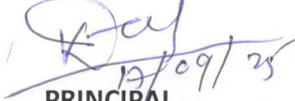
## **QUOTATION CALL NOTICE**

**Notice No.: 02/2025 , Date:- 17/09/2025**

### **PROCUREMENT OF DOUBLE SEATED DUAL DESK FOR ODISHA ADARSHA VIDYALAYA, NADIGAON, SORO, BALASORE IN BALASORE DISTRICT**

Sealed Quotation (Technical & Financial) are invited from the intending Registered Firms/Authorized Dealers/ Whole sellers/Govt. Stores/ Agencies/ Manufacturers/ Companies (with GST registration having valid GSTIN) with experience certificates about supply of furniture items to any Govt./ Govt. undertaking offices/ institutions. The Quotation documents should reach the office of the **Principal, Odisha Adarsha Vidyalaya, Nadigaon, Soro, Balasore by 08/10/2025 till 5.00PM** through **Speed Post/ Registered Post** only. The envelope should be superscribed as **“Quotation for supply of furniture to OAV, NADIGAON, SORO, BALASORE.”**. Any Quotation paper received after due date & time will be summarily rejected. Quotation details regarding items, quantities, specification, terms & conditions and format for submission of Quotation enclosed in Annexure A & B.

*The authority reserves the right to reject any or all the Quotations without assigning any reason thereof.*

  
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OAV NADIGAON, SORO

PRINCIPAL

**Odisha Adarsha Vidyalaya  
Nadigaon, Soro, Balasore**

**TERMS & CONDITIONS****A. TECHNICAL BID should contain following documents:**

1. Registration Certificate of the Firms/Agency/Supplier/Companies/Udyam Registration Certificate etc.
2. GST Registration Certificate
3. Copy of PAN
4. Copy of up-to-date GST Return (GSTR 3B) – Last 1 year
5. IT Return (2025-26 AY)
6. Address and contact details of firm/agency/supplier/company etc. (Local address of business place at Balasore with contact details).
7. The firm/agency/company/supplier etc. must have designated place of business and submit full local address and contact details.
8. Experience certificate/supply order along with invoice of furniture items about supply of furniture items to any Govt./Govt. undertaking organizations/ institutions.
9. An affidavit regarding the firm/agency/company etc. has not been blacklisted by any State Govt./ Central Govt. / Govt. undertaking organizations/Institutions.

**B. FINANCIAL BID should contain the price of each item in prescribed format per unit of supply. All prices should be inclusive of taxes.****FORMAT FOR OFFER (FINANCIAL BID)****1. Name of the Firm :**  
(with full particulars)

Sl. No.	Name of the Item	Make/ Model	Specification	Unit	Unit Cost (inclusive of all taxes) (in Rs.)	Remarks
1	2	3	4	5	6	7

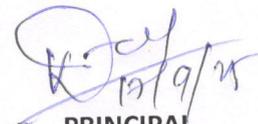
**2. Those who do not qualify in the technical bid their financial bid will not be opened.****a. General Terms & Conditions :**

1. The bidders should submit the Technical & Financial Bid in separate sealed envelopes mentioned in the top of the envelop as "**Financial Bid**" & "**Technical Bid**" and put the said two envelopes in one envelope with superscription "**Quotation for supply of furniture to PRINCIPAL, OAV, NADIGAON, SORO, BALASORE**".
2. The selected bidder shall install all items at the respective Odisha Adarsha Vidyalaya point.
3. The selected bidder shall be responsible to provide on-site warranty and maintenance support for the supplied items for a period of **03** years.
4. No conditional bids shall be entertained and the same will be out rightly rejected at first instance.
5. Quality being the essential for procurement of the articles, the Principal of the respective OAV reserves right to select the items verifying the specification and brand of the articles.
6. The bidder with lowest evaluated financial bid (L1) would be considered for award of contract. In case, the lowest bidder (L1) is disqualified after physical verification of the items or any other reason then negotiation will

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be made with the second lowest (L2) bidder for award of the contract at (L1) price. However, the decision of the Vidyalaya Level Committee will be final for award of contract.

7. The price quoted by the bidders shall not in any case exceed the unit cost prescribed by OAVS **inclusive of transportation cost and labour cost.**
8. The items should be as per the specifications enclosed in the Quotation notice.
9. Preference will be given to the branded items like **Godrej/Neelkamal** etc.
10. *The Authority reserves the right to reject all bids / terminate the entire Quotation process without assigning any reason thereof.*

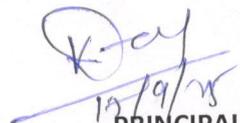
  
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**ITEM ABSTRACT PROVIDED BY OAVS**

Sl. No.	Name of the Item	Unit Cost (inclusive of all taxes) (in Rs.)	Remarks
1	2	3	7
1	DOUBLE SEATED DUAL DESK	Rs. 9000/-	

  
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"Annexure - 'B'"

<b>SPECIFICATIONS</b>	
<b>DESK-CUM-BENCH-2 SEATER</b>	
GENERIC	
TYPE OF DESKING	INTEGRATED DESK CUM SEATING WITH SHELF/ STORAGE UNDER DESK
DESKING CONFIGURATION	TWO SEATER
LENGTH OF DESKING, SEATING AND BACKREST (if provided) IN MM (+/-10 mm)	1050
DESK/ BENCH SPECIFICATIONS	
MATERIAL OF DESK TOP +/- 2mm (FOR SHELF/ STORAGE +/- 4 mm)	18 mm THICK PRELAMINATED PARTICLE BOARD
MATERIAL OF SUPPORT STRUCTURE OR SIDE PANNEL	MILD STEEL SQUARE SECTION OF OUTSIDE SIDE MINIMUM 25 mm AND WALL THICKNESS MINIMUM 1.2 mm
HEIGHT OF DESK TOP IN mm (+/- 5 mm)	750
WIDTH OF DESK TOP IN mm (+/- 5 mm)	380
SEATING SPECIFICATION	
MATERIAL OF SEAT AND BACKREST (if provide) (+/- 2 mm(for back rest +/- 4 mm)	18 mm THICK PRELAMINATED PARTICLE BOARD
MATERIAL OF SUPPORT STRUCTURE OR SIDE PANNEL	MILD STEEL SQUARE SECTION OF OUTSIDE SIDE MINIMUM 25 mm AND WALL THICKNESS MINIMUM 1.2 mm
MATERIAL OF SEAT CUSHION	WITHOUT CUSHION
WIDTH OF SEATING IN mm (+/- 10mm)	340
Height of seat in MM (+/- 10 mm)	440
WIDTH OF BACKREST IF PROVIDE IN mm (+/- 5 mm)	260
BACK SUPPORT FOR SEATING OF SAME MATERIAL AS SEATING	WITHOUT CUSHION
WARRANTY	minimum 3 Year