

COLLECTORATE: RAYAGADA

(ELECTION SECTION)

(Email ID- dycolele.rgda.od@nic.in, Phone No: 06856-222954)

No. 585/XII/30/2024/Elec.

Dated: 06/03/2024

QUOTATION CALL NOTICE

Sealed quotations in plain paper/letter pad are invited from the intending suppliers/firms/agencies located in Rayagada District having valid GST Registration No. and Date, PAN Number shall be quoted for supply of **LOCK & KEY** for use in General Election-2024. The quotation should reach the undersigned by **12.03.2024 at 4.00 P.M** & the quotation shall be opened on the same day at **5.00 P.M.** in presence of quotationers or their authorised representatives. The details can also be obtained from the Rayagada District Website (i.e. www.rayagada.nic.in). Authority reserves the right to reject the item without assigning any reason thereof. The quotation received incomplete or after the scheduled data & time shall be summarily rejected. The quotation should be super-scribed "**QUOTATION FOR LOCK & KEY**".

FORMAT FOR OFFER

Name of the Firm:
(with full particulars)

Sl. No.	Item	Make/Model	Qty. Required (Tentative)	Unit Price (in Rs.)	Remarks
01	Lock & Key	Mobaj-11	1000 nos.		

THE QUOTATIONS SHOULD SATISFY THE FOLLOWING TERMS AND CONDITIONS:

1. The rate quoted should be valid till minimum 30 days. If the rate is valid for any specific period the same may be mentioned.
2. Rate should be quoted for delivery at Election Section, Collectorate, Rayagada.
3. Supplier/Vendor should be able to supply the items within 7 days of receipt of supply order.
4. Complete quotation with specifications (make/model) of the article, rate, quantity amount etc. should be given in the quotation.
5. a). If taxes, duties or any other charges over and above the rate quoted are payable by the purchaser actual/percentage of such taxes duties of charge should be separately and clearly indicated.
b). GST Registration No. and Date, PAN Number shall be quoted.
6. Price once quoted are final, inquiries regarding rate will not be entertained.
7. There should be no cutting, overwriting etc. in the rates in the quotations. Quotations with overwriting, cutting etc. are liable to be rejected.
8. Quantity may vary as per actual requirement at the time of order/installation.
9. Quotations not complying with the above conditions are liable to be rejected. The authority reserves the right to impose any other conditions as deemed necessary in dealing the subject.
10. The quotation notice is displayed in this Office Notice Board and District Website i.e. www.rayagada.nic.in.
11. Payment will be made by cheque/account transfer to the vendor after satisfactory supply of the items & receipt of bill in triplicate.
12. The DEO & Collector, Rayagada reserves to himself the right to accept or reject any or all the quotations either in part or in full without assigning any reason thereof.
13. All disputes including Court Proceedings shall be settled within the Rayagada Jurisdiction Only.


Addl. DEO & ADM, RAYAGADA

Memo No. 586/2024

Dated: 06/03/2024

Copy forwarded to all District Level Officers/ CDO-cum-EO, ZP, Rayagada/Sub-Collector Rayagada & Gunupur/All Tahasildars /All BDOs /EO, Rayagada Municipality /EO, Gunupur Municipality /EO Gudari NAC for publication in their Notice Board for information of General Public.

Copy forwarded to the Members of Purchase Committee (Asst. Collector, Nizarat / Dy. Collector, Election/ DIO, NIC, Rayagada/ Joint Commissioner, CT & GST, Rayagada/ Programme Manager (Finance), Zilla Parishad, Rayagada/ Asst. Executive Engineer, R&B Div-I, Rayagada/ ADM (Gen.), Rayagada)

Copy to DIO, NIC Rayagada for hosting in district website.

Copy to Office Notice Board for information of General Public.


Addl. DEO & ADM, RAYAGADA