



OFFICE OF THE TAHASILDAR, MUNIGUDA, DIST-RAYAGADA
(email id- tah.muni-od@od.nic.in)

No.2500/VIII-02/2025(User Fees)

Dated.08.09.2025

QUOTATION CALL NOTICE

Sealed Quotation in plain papers is invited from intending authorized/registered Firms/Dealer/Agency for **“Purchase of Laptops and licensed softwares for each RI Circle Office under Muniguda Tahasil”**. The specification of the items are as detailed below. Quotations should reach by this office through Registered Post/Speed Post/or by hand **on or before 23.09.2025 by 10.00 A.M** and will be opened in the presence of the quotation bidder or authorized agents at **11.00 A.M** on the same day in the chamber of Tahasildar, Muniguda. The quotation will not be received after the date and time mentioned above. The authority reserves the right to reject any Tenders/Quotations without assigning any reason thereof.

Specifications:

Sl. No.	Items	Quantity
01	Laptop- Make- Lenovo/Dell/HP (Intel Core i7-13620H, 16 GB Ram, 512 GB SSD, Screen Size more than 15”, Windows-11 Preloaded, MS Office, Backlight LED Keyboard & Bag)	08 Pcs.

Terms and Conditions

1. The Dealer/Agency has to submit GST clearance & PAN card copy with the quotation.
2. The Dealer/Agency must have an Authorization Certificate.
3. The quotation should be submitted indicating the unit cost & price quoted separately both in figure & words **inclusive of all taxes**, transportation cost and to be delivered at work site.
4. The supply should be made within 07 days from the date of indent with good condition.
5. Other deduction will be made from the bill as applicable at the time of payment, keeping in view of the Govt. norms.
6. Any dispute arise will be settled within Rayagada district jurisdiction only.
7. The payment will be made after successful delivery and installation at Tahasil Office, Muniguda.


Tahasildar, Muniguda.

Dated.08.09.2025

Memo No.2501/2025

Copy to Notice Board of this office for public information.

Copy submitted to the Collector, Rayagada/CDO-cum-EO, Zilla Parishad, Rayagada/Sub-Collector, Gunupur & Rayagada/BDO, Muniguda/CDPO, Muniguda with a request to kindly display this quotation call Notice in their office Notice Board for wide publication.

Copy to the DeGM, Collectorate, Rayagada for information with a request to upload in the govt. site for wide publication.


Tahasildar, Muniguda