



**OFFICE OF THE  
TAHSILDAR, KASHIPUR  
Dist: RAYAGADA**

No.4342/2025

Dated-04.12.2025

**TENDER CALL NOTICE**

Sealed tenders (Technical Bid and Financial Bid (in separate covers inside a big cover)) are invited from reputed registered firms/authorized dealers from Rayagada District for the supply of 11 (Eleven) Laptops for official use by the RIs under Kashipur Tahasil, Rayagada District, as per sanction communicated by the Additional District Magistrate, Rayagada under the scheme "Procurement of new laptops for existing R.I. Circles to enable delivery of citizen-centric services in a seamless manner" for the year 2024-25.

**1. Item Required**

**Procurement of 11 no's of Laptops with the following minimum specifications:**

- a) **Brand:** HP/Dell
- b) **Processor:** Intel Core i5, 13th Generation
- c) **RAM:** 16 GB DDR4 or higher
- d) **Storage:** 512 GB SSD (NVMe)
- e) **Display:** 15.6" FHD (1920x1080) Anti-Glare LED
- f) **Operating System:** Windows 11 Home (64-bit) & MS Office with lifetime license
- g) **Others:** Laptop Bag
- h) **Accessories:** Wireless keyboard and mouse combo

**2. Tender Conditions**

1. The bidder must be an authorized dealer with valid GST registration.
2. The quoted price must be inclusive of GST, delivery, installation, and demonstration at the Tahasil Office, Kashipur.
3. The successful bidder shall supply the Laptops within 10 days of finalization of bidder.
4. Payment will be made only after successful delivery, installation, and verification of the laptops.
5. The authority reserves the right to reject any or all tenders without assigning any reason thereof.

**3. Important Dates**

Last date & time for submission of tender: **18.12.2025** up to **05.30 P.M.**

Date & time of opening of tender: **19.12.2025** at **01.00 P.M.** in the Office of the Tahasildar, Kashipur.

#### 4. Submission

The sealed tender, super scribed as "Tender for Supply of Laptops to Kashipur Tahasil", should be addressed to The Tahasildar, Kashipur, Dist-Rayagada and sent through SPEED POST only. **No tender shall be entertained beyond the stipulated date and time.**

  
04/12/2025  
Tahasildar, Kashipur

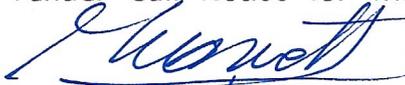
Memo No.4343/2025

Dated-04.12.2025

Copy to DIO, NIC, Rayagada for information and necessary action.

Copy to E-Governance Manager, Collectorate, Rayagada for information and necessary action. He is requested to upload the Tender Call Notice for wide publicity.

Copy to Notice Board.

  
04/12/2025  
Tahasildar, Kashipur

Memo No.4344/2025

Dated-04.12.2025

Copy to all Block Development Officers / all Tahasildars of this District for information and necessary action. They are requested to give wide publicity to the Tender Call Notice in their respective jurisdictions.

  
04/12/2025  
Tahasildar, Kashipur

Memo No.4345/2025

Dated-04.12.2025

Copy submitted to the Additional District Magistrate, Rayagada/Sub Collector, Rayagada for kind information.

  
04/12/2025  
Tahasildar, Kashipur