



GOVERNMENT OF ODISHA  
HEALTH & FAMILY WELFARE DEPARTMENT

\*\*\*\*\*

QUOTATION CALL NOTICE

No. HFW-OE-EST3C-0002-2018 13417 /H

Dated 7.5.18

Sealed Quotations in plain paper/letter pad are invited from the intending registered Firms/ Suppliers who are authorized dealers for the products having their own office/shop at Bhubaneswar and having valid GST Number with up to date GST clearance certificate for supply of Office Articles/ Stationeries/Computer Consumables for Official use in the Health & Family Welfare Department for the year 2018-19. The details of the articles to be purchased ( Annexure-A & B) can be obtained from Office Establishment Branch of Health & Family Welfare Department in any working day between 11.00 A.M. to 04.00 P.M. or can be downloaded from the website of the Department [www.odishagov.in/health\\_portal](http://www.odishagov.in/health_portal). The quotationers shall have to furnish their office/price of the articles including GST thereon in the following format along with terms and conditions, if any. The quotationers shall deposit the earnest money of Rs.2,000/- (Rupees Two thousand) only in shape of A/C payee Bank Draft in favour of D.D.O-cum-Under Secretary to Government, Health & Family Welfare Department payable at Bhubaneswar. The E.M.D. will be refunded to the quotationers in the event of non-acceptance of the quotations. The Quotations should reach the undersigned latest by 3.00PM on 23.05.2018 and they will be opened on the last day at 04.00 P.M. in presence of the quotationers or their authorized representatives. If the last date for submission and opening of quotation falls on any Government holiday, it will be extended to next working day at 04.00 P.M.

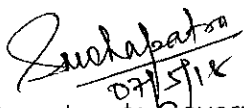
The authority reserves the right to reject all or any quotation without assigning any reasons thereof. The quotations received incomplete or after the scheduled date & time shall be rejected.

The accepted quotations will remain valid up to one year.

FORMAT FOR OFFER/PRICE

Name of the Firm:  
(with full particulars)

Sl. No.	Name of the items	Name of the Brand/Make	Specification if any	Unit Price (in Rs.)	Unit Price including GST (in Rs.)	Remarks
1	2	3	4	5	6	7

  
Joint Secretary to Government

Memo No. 13418 /H,

Dated: 7.5.18

Copy forwarded to Information and Public Relation Department with a request to take necessary steps for publication of the "Tender Call Notice" in one widely circulated Odia Daily for one day at the earliest.

A copy of the publication may please be sent to this Department for needful.

*Suchabato*  
07/5/18  
Joint Secretary to Government

Memo No. 13419 /H,

Dated: 7.5.18

Copy along with "Annexure-A & B" forwarded to all Departments with a request to display the notice in their Notice Board for wide publicity.

*Suchabato*  
07/5/18  
Joint Secretary to Government

Memo No. 13420 /H,

Dated: 7.5.18

Copy forwarded to the Head of Odisha State Portal Group, I.T. Center, Odisha Secretariat with a request to display the notice in Government Website.

*Suchabato*  
07/5/18  
Joint Secretary to Government

Memo No. 13421 /H,

Dated: 7.5.18

Copy to the Notice Board of Health & Family Welfare Department/ Accounts Section/ Budget Section/ O.E. Section (5 spare copies for Guard File) for information and necessary action.

*Suchabato*  
07/5/18  
Joint Secretary to Government

Memo No. 13422 /H,

Dated: 7.5.18

Copy forwarded to Chief Receptionist, Secretariat / Sergeant, Secretariat Security for information.

*Suchabato*  
07/5/18  
Joint Secretary to Government

Memo No. 13423 /H,

Dated: 7.5.18

Copy along with soft copy is forwarded to I.T. Department for putting in Government Website for Wide Publicity.

*Suchabato*  
07/5/18  
Joint Secretary to Government

*S*

**LIST OF OFFICE STATIONERIES NEEDED FOR HEALTH & F.W. DEPARTMENT FOR  
THE YEAR 2018-19**

Sl No	Name of the item	Specification	Remarks
01	Xerox paper A-4 size( 75GSM)	J.K. Bond	
02	Xerox paper A-3 size ( 75GSM)	-do-	
03	Xerox paper Legal size ( 75GSM)	-do-	
04	132 col Pay bill paper ( Double carbon)		
05	80 col Schedule paper( Double carbon)		
06	80 col pay slip paper ( without carbon)		
07	Register (No 30)	Rajdhani	
08	Register (No 20)	-do-	
09	Register (No 10)	-do-	
10	Stapler (Big)	Kangaro	
11	Stapler (small) No-10	-do-	
12	Stapler pin (big)	-do-	
13	Stapler pin ( small)	-do-	
14	Stamp pad (Big)	Camel	
15	Stamp Pad ( small)	-do-	
16	Calculator 12D	Casio	
17	Tag(per 1000)		
18	Flag	1x4,1x3, ( size2x2.5,2.5x3)	
19	Punching machine	Kangaro	
20	Uniball UB-157 pen	Blue/Red	
21	Gel Pen (Blue)		
22	Gel Pen (Red)		
23	Gel Pen (Black)		
24	Pencil		
25	Whitener		
26	Fevi stick		
27	Gum 1ltr		
28	Gum- 200 ml		
29	Dak pad	With cloth	
30	Executive Writing pad		
31	Colour highlighter pen		
32	Pen stand ( 4 pen holder )		
33	Holder pen ( Blue)		
34	Holder pen ( Red)		
35	Phenyl 1 ltr		
36	Dettol hand wash		
37	Room Refreshner ( rose /Jasmine/lavender)		
38	Hit spray		
39	All out Liquid	Advance	

*[Handwritten signature]*

40	All out machine		
41	Car perfume (Liquid)	Ambipure	
42	Cup & plate set		
43	Thermo flask 1 ltr/Half ltr	Milton ( Plastic & steel)	
44	Chair Towel		
45	Vehicle towel		
46	Handkerchief towel		
47	Water bottle 1ltr		
48	Remote battery		
49	Pencil battery		
50	Transparent folder		
51	Programme stand		
52	Note pad		
53	Gem clip	Plastic coated	
54	Lizol 1 ltr.		
55	Red Ink		
56	Cello Tap		
57	Binder clip Big/Small		
58	Vim (Liquid)		
59	Binding sheet ( A4 size)		

87

**LIST OF COMPUTER CONSUMABLES NEEDED FOR HEALTH & F.W. DEPARTMENT  
FOR THE YEAR 2018-19**

Sl No	Name of the item	Specification	Remarks
1	Cartridge HP-1505-36A		
2	Cartridge HP-1007-88A		
3	Cartridge HP-1022-12A		
4	Cartridge HP- 28AD		
5	Cartridge HP-80AD		
6	Cartridge HP-35A		
7	Cartridge FX-328 ( Canon )		
8	Ribbon Cartridge for Lipi-6805 Line printer		
9	312A colour Cartridge (BLACK/CYAN/YELLOW/MAGN)		Rate should be mentioned separately for different colours
10	Blank CD ( 100 )		
11	Pen drive- 16 GB		
12	Key board	Dell/HP	
13	Mouse	Dell/HP	
14	External hard disk -500GB		
15	Net cord- 5 mtr		
16	UPS 600VA	Luminous	



