



ଓଡ଼ିଶା ସରକାର  
ଗ୍ରାମ୍ୟ ଉନ୍ନୟନ ବିଭାଗ  
**GOVERNMENT OF ODISHA**  
**DEPARTMENT OF RURAL DEVELOPMENT**

By Fax/E-mail/Speed Post

ଓଡ଼ିଶା ରାଜ୍ୟ ସଚିବାଳୟ,  
ସଚିବାଳୟ ମାର୍ଗ, ଭୁବନେଶ୍ୱର-୭୫୧୦୦୧

Odisha Secretariat, Sachibalaya Marg,  
Bhubaneswar-751 001  
Fax. 0674-2531690  
E-mail- rdsec.or@nic.in

No. 28311600212014/RD

Dt. 3-Sep-18

**QUOTATION CALL NOTICE**

Sealed quotations in plain paper / letter pad are invited from intending registered firms / suppliers located at Bhubaneswar having valid GST/ TIN/ SRIN with clearance certificate in Form No- VAT-612 and Income Tax clearance certificate for supply of official articles/ stationeries for official use in Rural Development Department for the year 2018-19 as detailed in Annexure-1. The quotations should reach the undersigned within 15 (fifteen) days from the date of issue of this notice and the tender paper will be opened on 18.09.2018 at 3:30 PM before the Chairman of the Purchase Committee. The authority reserves the right to reject all or any quotation without assigning any reason thereof. The quotation received incomplete or after the scheduled date shall be rejected. The accepted quotation will be valid for one year.

**Name of the Firm with full particulars:**

**PROFORMA FOR QUOTATION**

Sl. No.	Item	Make	Specification if any	Unit pack	Unit price in Rs.	Remarks
1	2	3	4	5	6	7

Under Secretary to Govt.

Memo No. 28311600212014(1)/ RD., Date: 3-Sep-18

Copy along with copy of the Annexure-A forwarded to all Departments with request to display in their Notice Board for wide publication.

Under Secretary to Govt.

Memo No. 28311600212014(2)/ RD., Date: 3-Sep-18

Copy forwarded to State Portal Group, IT Centre, Odisha Secretariat with a request to upload the notice along with the Annexure-A in the Govt. Website of the Department for publication.



Under Secretary to Govt.

Memo No. 28311600212014(3)/ RD., Date: 3-Sep-18

Copy forwarded to Sergeant of Police, Secretariat Security/ Chief Receptionist, Odisha Secretariat for information and necessary action. He/ She is requested to allow the bidders to quote their quotation in the R.D. Department.



Under Secretary to Govt.

Memo No. 28311600212014(4)/ RD., Date: 3-Sep-18

Copy along with copy of the Annexure-A to Department Notice Board.



Under Secretary to Govt.

## Annexure-I

1. Towels ( Big & Small )-55
2. Small Towel (White)-20
3. Cup & Plate(supper)-20
4. Cup plate ( small)-15
5. Thermo Flask-5
6. Room freshener-35
7. L folder- 30 pkt
8. Stapler ( Big )-8
9. Stapler (Small)-20
10. Stapler pin (Small & Big )-5 pkt
11. Calculator-9
12. Plastic folder(Button)-20
13. Glass-80
14. Harpic-10
15. Phenyl-10
16. Pen (Blue)-70
17. Pen (Black)-70
18. Pen (Red)-70
19. Dot Pen (Used & through)-100
20. Pen stand-8
21. Refills-7doz
22. Note pad-45
23. Colour flag ship(Small &Big)-10pkt
24. Naphthalene-5Pkt.
25. Baygon spray-5
26. Executive Note book-15
27. LED Bulb-50
28. Battery-5doz
29. Jute thread
30. Punching Machine-7
31. Pencil-25
32. Hand Wash -15
33. Folder stick with transparent cover- 50
34. Odonil-10 Pkt.
35. Salu Cloth-5mtr
36. Remote Calling bell-10
37. Scissors-15
38. Vehicle Spray-20

39. Cello tape-10
40. Thread roll-10
41. Dot pen (Both sides)-20
42. Soap-10
43. Sketch pen-5 doz
44. Tray(Big)-6
45. Spoon-2 doz
46. Glass Tumbler-20
47. Fevi stick-20
48. Gum stick-30
49. Envelop (Big & Small )-9 pkt
50. Glass cover-20
51. Umbrella(Folding)-8
52. Rainy Coat-4
53. Pen Drive (16GB)-20
54. Mouse-different make-15
55. Computer Key board-15
56. Dustbin-15
57. Register(200 pages)-5
58. Computer Printer Ribbon-8
59. Computer Bill paper No. 132 col.-6
60. Bill paper No. 80 -10
61. Telephone Set-5 (Coloured)
62. Broom stick-10
63. Bath Acid-12
64. Jemclip(Big)-20 Pkts.
65. Correction pen-40
66. Calling Bell-5
67. Highlighter Pen-25
68. Wall Clock-6
69. Eraser-25
70. Cushion-10
71. Potkin-25
72. DVD -10
73. CD -50
74. Sharpner-10
75. Mouse sticky pad- 5
76. All out(Machine & liquid)- 10
77. Bleaching powder-5 kg
78. Surf powder- 5pkt
79. Bucket (medium)-7
80. Mug-7

81. Collin-2
82. Mop-2
83. Paperweight-10
84. Pencil Battery-3 dozen
85. Stamp pad-7
86. Stamp pad ink-2 Bottle (Small)



Under Secretary to Govt.