



GOVERNMENT OF ODISHA
FISHERIES & ARD DEPARTMENT

QUOTATION CALL NOTICE

No. 8846 / FARD, Bhubaneswar Dt. 24.7.17
FARD-OE-1ESTT.-0019/2016

The undersigned is directed to invite sealed Quotations in plain paper/ letter pad from the intending Registered Firms/ Authorized Distributors/ Authorized Dealers located at Bhubaneswar having TIN/ SRIN with Clearance Certificate in the Form No. VAT-612 for supply of **Office Stationery Articles** for official use of Fisheries and Animal Resources Development Department. The details of Office Stationery Articles are enclosed at **Annexure-'A'**. The approved price will be valid for one year from the date of approval communicated to the Firm concerned. The Office Stationery Articles should be supplied by the Firm to the Section Officer/ Desk Officer of the Department at the Secretariat premises. The Quotation should reach the undersigned **on or before 05.08.2017 by 5.00 PM** along with the copy of valid TIN/ SRIN with Clearance Certificate in Form No. VAT-612 and PAN Card. The same will be opened on 08.08.2017 at 12.00 Noon in the presence of the Quotationers or their representatives. The interested participants are required to deposit a non-refundable amount of Rs.200/- (Rupees Two Hundred) only as bid processing cost in shape of Demand Draft drawn in favour of the "Drawing & Disbursing Officer-cum-Under Secretary to Government, Fisheries & ARD Department, Odisha Secretariat" payable at Bhubaneswar.

The Quotationers shall have to quote the price of the Office Stationery Articles and VAT separately as per the format given below:

Sl.No.	Item of the Articles	Make / Brand	Unit Price	VAT	Total Cost	Remarks
1	2	3	4	5	6	7

The Quotations received in incomplete shape or after the scheduled date and time shall be summarily rejected. The undersigned reserves the right to reject any or all Quotations without assigning any reason thereof.




Under Secretary to Government

[P.T.O.]


Memo No. 8847 / FARD, Dt. 24.7.17

Copy along with copy of Annexure-'A' forwarded to the Head, State Portal Group, NIC, Secretariat Building, Bhubaneswar with a request to display the same in the "All Tenders" link of Government of Odisha Website for wide publicity.


22.7.17
Under Secretary to Government


Memo No. 8848 / FARD, Dt. 24.7.17

Copy along with copy of Annexure-'A' forwarded to the Director, Information & Public Relations Department for information and immediate necessary action.


22.7.17
Under Secretary to Government


Memo No. 8849 / FARD, Dt. 24.7.17

Copy along with copy of Annexure-'A' forwarded to the Department Notice Board for information of all concerned.


22.7.17
Under Secretary to Government

Memo No. 8850 / FARD, Dt. 24.7.17


Copy forwarded to the Chief Receptionist, Odisha Secretariat for information and necessary action.


22.7.17
Under Secretary to Government

LIST OF OFFICE STATIONARY ARTICLES FOR THE YEAR 2017-18

Sl.No.	ITEMS
01.	Xerox Paper (A-4) (J.K. COPIER (75-GSM))
02.	Xerox Paper (A-3) (J.K. COPIER (75-GSM))
03.	Xerox Paper (Legal White) (J.K. COPIER 75-GSM)
04.	Xerox Paper (Legal Green) (J.K. COPIER 75-GSM)
05.	Computer Bill Paper (15 X 12 X 2)
06.	Computer Bill Paper (10 X 12 X 2)
07.	Computer Bill Paper (10 X 12 X 1)
08.	Plain Paper
09.	Rolling Paper
10.	Ball Pen – Trimax / Hytech (Blue, Black & Red)
11.	Ball Pen – Link Jotter (Blue, Black & Red)
12.	Gel Pen – Add Racer (Blue, Black & Red)
13.	Tag of Good Quality
14.	Pencil Natraj (Per 10 pc.)
15.	Pencil Eraser (Per 10 pc.)
16.	Pencil Sharpener (Per 10 pc.)
17.	Audit Pencil
18.	Towel J.J. / Bombay Dyne Towel (30" X 60" Size)
19.	Towel J.J. / Bombay Dyne Towel (36" X 72" Size)
20.	Towel J.J. / Bombay Dyne Towel (Small Size)
21.	Thermo Flask Eagle (1 ltr. / ½ ltr.)
22.	Tea Cups & Plates (Oasis / Bone China)
23.	Glass (Year)
24.	Calculator (ORPAT 12 Digit)
25.	Alpine (Good Quality per Box)
26.	Kangaroo Stapler (Big)
27.	Kangaroo Stapler (Small)
28.	Kangaroo Stapler (No.10)
29.	Kangaroo Punching Machine (Single)
30.	Kangaroo Punching Machine (Double)
31.	Kangaroo Stapler Pin (Big)
32.	Kangaroo Stapler Pin (Small)
33.	Fly Leaf
34.	Plastic Folder (Button Type)
35.	Plastic Folder (L Folder)
36.	Natraj Steel Scale (30 cm / 15 cm.)
37.	Natraj Plastic Scale (30 cm / 15 cm.)
38.	Bodkin
39.	Scissors (Big)
40.	Scissors (Small)
41.	Fevistick
42.	Coloured Flag Slip (ODDY)
43.	Pen Stand - KABICA (4 Pen Holder with Pen)
44.	Pen Stand - KABICA (2 Pen Holder with Pen)

Sl.No.	ITEMS
45.	Stamp Pad (70 mm. x 11 mm.)
46.	Stamp Pad Ink
47.	Diary Stamp
48.	Wastage Paper Basket
49.	Sutuli (Per Kg.)
50.	White Correction Fluid / Pen
51.	Gum Bottle (Camlin / Reputed)
52.	Highlighter Coloured Pen
53.	Paper Weight
54.	Colour Pencil
55.	Wall Clock (Revox / Good Quality)
56.	Door Closer for Toilet
57.	Cello Tape (1/2 Inch)
58.	Cello Tape (1 Inch)
59.	Cello Tape (2 Inch)
60.	Gems Clip Plastic Coated (Per Pkt.)
61.	Pin Stand (Magnetic)
62.	Room Sprayer (Riya / Lovin)
63.	Envelop (11" X 5") Brown & White (Per 100 pc.)
64.	Envelope (9" X 4") Brown & White (Per 100 pc.)
65.	Envelope (6" X 4") Brown & White (Per 100 pc.)
66.	Signature Pad
67.	Refill (Blue, Black & Red) (Link Jotter)
68.	Refill (Blue, Black & Red) (Add Gel / Achiever)
69.	Refill (Blue, Black & Red) (Linc / Rider) (Big Size)
70.	Needle
71.	Matches
72.	Register (100 pages)
73.	Rough Cash Book
74.	Engagement Table Stand
75.	Desk Calendar Stand
76.	Telephone Receiver (1+1) Tele Twin
77.	Telephone Receiver
78.	Telephone Receiver with Caller ID
79.	Battery for Wall Clock (10 Strip Pack) - Eveready
80.	Battery for Remote (Per pc.) - Eveready
81.	Letter Pad (By Name)


 Under Secretary to Government,
 Fisheries & ARD Department