

**GOVERNMENT OF ODISHA
HOME (ELECTIONS) DEPARTMENT**

QUOTATION CALL NOTICE

Dated Bhubaneswar the 21st February, 2018


No. IV(E)-10/2018/1694/Elec. Sealed Quotation in plain paper / letter pad are invited from intending Firms / Authorized Dealers / Suppliers having valid GST Registration No for installation of 24 Nos. of "Microsoft Office 2016 Standard Edition" and 06 Nos. of "Microsoft Office 2016 Professional Edition" in Home (Elections) Department for official use.

2. The Quotationers should have valid GST No (self attested copy of the GST registration certificate is to be submitted). The Quotationers shall have to furnish their offer price of the articles including different taxes thereon (taxes are to be indicated separately) in the format at **Annexure-A** along with term and conditions if any. Under no circumstances, they would be allowed to indicate any other type of taxes and no other terms and conditions will be accepted after finalization of the quotations. The quotationers are required to provide all equipment, spare and service charges and consumables.

3. The Quotations should reach the undersigned by **03.03.2018** up to **2.00 P.M.** at the latest and the same shall be opened on the same day at **3.00 P.M.** in the presence of Quotationers or their authorized representatives, if they so desire.

4. The Quotations received in incomplete form or after the scheduled date & time shall be summarily rejected. The authority reserves to cancel Quotation Call Notice without assigning any reason thereof.

5. The accepted Quotation of L1 Quotationer will be valid for one year unless a decision to the contrary is taken by this Department.



Asst. Chief Electoral Officer-cum-
Under Secretary to Government

Memo No.1695/Elec.

Dated : 21st February, 2018

Copy to Under Secretary to Government, IT Department / Head State Portal Group, NIC, Odisha Secretariat, Bhubaneswar for information and necessary action.

They are requested to float the quotation call notice in State Portal as well as website of Home (Elections) Department (www.ceoorissa.nic.in) for wide publicity.


Asst. Chief Electoral Officer-cum-
Under Secretary to Government

Annexure-A

Sl. No.	Item	Quantity	Unit Cost excluding GST	GST	Cost including GST	Total Cost (including GST)
1	Microsoft Office 2016 Standard Edition	24 Nos				
2	Microsoft Office 2016 Professional Edition	06 Nos				