

STATE CO-OPERATIVE ELECTION COMMISSION, ODISHA

Plot No. 1800(P), OSAM Building, 1st floor, Baramunda, Post- Khandagiri, Near Indian oil Petrol Pump,
Bhubaneswar, Ph. No.- 0674-2351510, Email: oscec5@yahoo.com

Letter No. _____ / SCEC / Store - 10/2014 (Pt.)

Dated _____

QUOTATION CALL NOTICE

Sealed quotations in plain paper/Letter pad are invited from the intending Local authorised firms / suppliers /dealers having valid TIN/SRIN number with GST and Income-Tax clearance certificate for supply of following articles/items for official use only (separate sheet attached).

- i) The intending firms/suppliers should quote the rate of articles/items.
- ii) The intending firms/suppliers should be registered under VAT/ST should quote the brand and rate of the articles/items.
- iii) The intending firms/suppliers should indicate the availability of facilities for after sale maintenance of the articles/items.
- iv) The intending firms/supplier should indicate their TIN in quotation.
- v) The sealed quotations should reach the undersigned by 18.12.2018 up to 1.00 P.M. at the latest and the quotations shall be opened on the same day at 1.30 P.M. The quotationers or their authorised representatives may remain present if so desires.
- vi) The authority reserves the right to reject any or all quotations without assigning any reason thereof.
- vii) The quotations received incomplete or after the scheduled date and time shall be summarily rejected.

Sd-
Secretary

Memo No _____ / Dated _____

Copy forwarded to the Deputy Secretary to Government of Odisha in Cooperation Department for information and necessary action.

Sd
Secretary

Memo No 1457 / Dated 10-12-18

Copy forwarded to Head Portal Group IT Centre, Odisha Secretariate, Bhubaneswar/Manager (Tech.) NIC, Bhubaneswar for information and necessary action.

Sd
Secretary
10/12/18

Copy to Office Notice Board.

REQUIREMENT OF OFFICE STATIONARIES

| Sl. No. | Name of the Articles | Name of the Brand | Requirements |
|---------|--|-------------------|---------------|
| 1 | A4 size paper (Xerox Paper) 75 gsm. | JK easy | 40 pkt |
| 2 | Register(Rolling -100pgs) | | 5 no |
| 3 | Pen Stand | | 2 each |
| 4 | File Board | | 20 no |
| 5 | Towel -Big, Medium& Hand Towel (White) | Bombay Dying | B-6, M-4, H-2 |
| 6 | Joter Pen (Blue&Red) | | 20 no |
| 7 | Calling Bell (Electronic) | | 2 no |
| 8 | Bodkin | | 10 no |
| 9 | Colour Flag | | 10 no (1 Pkt) |
| 10 | Marker Pen (Permanent) | | 2 no |
| 11 | Electrical Lamp | Philips/Bajaj | 4 no |
| 12 | Ceiling tube light 18 watt 4pin | Philips/Bajaj | 4 no |
| 13 | A4 Yellow Paper | | 10 no |
| 14 | Battery AA | Everady | 12 no |
| 15 | Battery AAA | Everady | 12 no |
| 16 | Parken pen | Parker | 2 no |
| 17 | Luxor Note Pad | Luxor | 5 no |
| 18 | Better flow Ball pen | | 20 no |
| 19 | Extention cord (2mt.) | Bajaj/Cona | 2 no |

Computer Consumables

| | | | |
|---|------------------------------|---------------------------|------|
| 1 | 12-A Printer Cartridge | H.P. | 2 no |
| 2 | UPS Battery (12volt) | Relicell | 2 no |
| 3 | Antivirus (3 user) | Quick Heal Total Security | 2 no |
| 4 | Key Board Weirless | Dell | 1 no |
| 5 | Computer Mouse | Dell | 2 no |
| 6 | HP Fax-cum-Printer Cartridge | HP | 2 no |

Requirement of Sanitary Items

| Sl. No. | Name of the Articles | Name of the Brand | Requirements |
|---------|--------------------------------|-------------------|--------------|
| 1 | Phool Jhadu | | 5 no |
| 2 | Pochha (Big size) | Easy Pochha | 5 no |
| 3 | Phenyl (Cented) | Nimyle | 10 no |
| 4 | Dettol Liquid | | 2 no |
| 5 | Stick Jhadu (Khadika) | | 5 no |
| 6 | Harpic (500ml) | | 2 no |
| 7 | Detergent Powder (100gm) pouch | Tide/Surf-excel | 500 gm |
| 8 | Cleaning Brush | | 2 no |