



**GOVERNMENT OF ODISHA  
FISHERIES & ARD DEPARTMENT**

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**QUOTATION CALL NOTICE**

No. 1527 / FARD, Bhubaneswar Dt. 05-02-19  
FARD-OE-1ESTT.-0060-2018

The undersigned is directed to invite Sealed Quotations in plain paper/ letter pad from the intending Registered Firms/ Distributors/ Dealers located at Bhubaneswar having Authorised Distributor/ Dealership Certificate, GST Registration Certificate, PAN Card for supply of **Office Stationery Articles** to Fisheries & Animal Resources Development Department for official use. The detailed list of Office Stationery Articles is 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 Sealed Quotations should reach the undersigned **on or before 26.02.2019 by 5.00 PM** along with the copy of Authorised Distributor/ Dealership Certificate, GST Registration Certificate, PAN Card etc. The same will be opened on 28.02.2019 at 11.00AM in the presence of the Quotationers or their representatives. The interested Quotationers 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 GST separately as per the format given below:—

Sl. No.	Name of the Article / Material	Make / Brand	Unit Price	CGST	OGST	Total Price
1	2	3	4	5	6	7

The Sealed Quotations should be super-scribed with Quotation Call Notice No., subject matter of the Quotation Call Notice, Quotationers Full Address & Recipient's Full Address. The Sealed Quotations received in incomplete shape or without any supporting documents or after the scheduled date & time shall be summarily rejected. The undersigned reserves the right to reject any or all Quotations without assigning any reason thereof.

*Deputy Secretary to Government*  
5/2/19

Deputy Secretary to Government

[P.T.O.]

Memo No. 1528 / FARD, Dt. 05.02.19

Copy along with copy of Annexure-'A' (both hardcopy & softcopy) 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 publication.

*Chhantya*  
5/2/19

Deputy Secretary to Government

Memo No. 1529 / FARD, Dt. 05.02.19

Copy along with copy of Annexure-'A' & Paper Cutting Advertisement (both hardcopy & softcopy) forwarded to the Director, Information & Public Relations Department for information and necessary action.

He is requested to float this Quotation Call Notice (as per the enclosed Paper Cutting Advertisement) at least in two local daily Odia Newspapers and in one English Daily Newspaper for wide publication.

*Chhantya*  
5/2/19

Deputy Secretary to Government

Memo No. 1530 / FARD, Dt. 05.02.19

Copy along with copy of Annexure-'A' forwarded to the Chief Receptionist, Odisha Secretariat with a request to place this Quotation Call Notice in their Notice Board for wide publication.

*Chhantya*  
5/2/19

Deputy Secretary to Government

Memo No. 1531 / FARD, Dt. 05.02.19

Copy along with copy of Annexure-'A' forwarded to this Department's Notice Board for wide publication.

*Chhantya*  
5/2/19

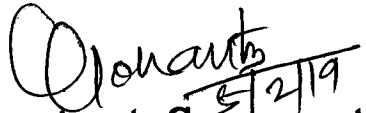
Deputy Secretary to Government

**LIST OF OFFICE STATIONARY ARTICLES**

<b>Sl.No.</b>	<b>ITEMS</b>
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.	Kodak Photo Paper High Gloss A-4 (20 sheets)
11.	Ball Pen – Trimax / Hytech (Blue, Black & Red)
12.	Ball Pen – Link Jotter (Blue, Black & Red)
13.	Gel Pen – Add Racer (Blue, Black & Red)
14.	Gel Pen – Linc Ocean Gel Waterproof (Blue, Black & Red, Green)
15.	Use and Throw Ball pen (Elkos DOXE) (Blue, Black & Red)
16.	White Correction Fluid Pen
17.	CD Marker Pen
18.	Permanent Marker Pen
19.	White Board Marker Pen
20.	Highlighter Coloured Pen (Camlin)
21.	Highlighter Coloured Pen (Faber-Castell)
22.	Pen Stand - KABICA (4 Pen Holder with Pen)
23.	Pen Stand - KABICA (2 Pen Holder with Pen)
24.	Pen Stand – Round (Wooden)
25.	Pen Stand – Round (Metal)
26.	Audit Pencil
27.	Colour Pencil
28.	Pencil Natraj (Per 10 pc.)
29.	Pencil Eraser (Per 10 pc.)
30.	Pencil Sharpener (Per 10 pc.)
31.	Natraj Steel Scale (30 cm / 15 cm.)
32.	Natraj Plastic Scale (30 cm / 15 cm.)
33.	Alpine (Good Quality per Box)
34.	Kangaroo Stapler (Big)
35.	Kangaroo Stapler Pin (Big)
36.	Kangaroo Stapler (Small)
37.	Kangaroo Stapler Pin (Small)
38.	Kangaroo Stapler (No.10)
39.	Kangaroo Stapler Pin (No.10)
40.	Kangaroo Punching Machine (Single)
41.	Kangaroo Punching Machine (Double)
42.	Calculator (ORPAT 12 Digit)

<b>Sl.No.</b>	<b>ITEMS</b>
43.	Fly Leaf
44.	Plastic Folder (Button Type)
45.	Plastic Folder (L-Folder) (Sun- Item E-310)
46.	Tag of Good Quality
47.	Bodkin
48.	Scissors (Big)
49.	Scissors (Small)
50.	Thermo Flask Eagle (½ ltr.)
51.	Thermo Flask Eagle (1 ltr. )
52.	Thermo Flask Eagle (1.5 ltr. )
53.	Thermo Flask Eagle (2 ltr. )
54.	Water Bottle – Milton (1 ltr. )
55.	Water Bottle – Milton (2 ltr. )
56.	Tea Cups & Plates (Oasis / Bone China)
57.	Tea Tray (Big)
58.	Tea Tray (Small)
59.	Glass (Yera)
60.	Towel J.J. / Bombay Dyne Towel (30" X 60" Size)
61.	Towel J.J. / Bombay Dyne Towel (36" X 72" Size)
62.	Towel J.J. / Bombay Dyne Towel (Small Size)
63.	Fevistick 5-gm.
64.	Fevistick 15-gm.
65.	Fevigum 50-ml.
66.	Fevicol 50-ml.
67.	Fevicol 25-ml.
68.	Fevicol 250-ml.
69.	Gum Bottle (Camlin ) 150-ml.
70.	Gum Bottle (Camlin ) 300-ml.
71.	Fevi Kwik Instant Gum
72.	Flexiquick Super Glue
73.	Coloured Flag Slip (ODDY)
74.	Stamp Pad (70 mm. x 11 mm.)
75.	Stamp Pad Ink
76.	Diary Stamp
77.	Wastage Paper Basket
78.	Wastage Paper Basket with Lid
79.	Sutuli (Per Kg.)
80.	Paper Weight
81.	Wall Clock (Revox / Good Quality)
82.	Battery for Wall Clock (10 Strip Pack) – Eveready
83.	Battery for Remote (Per pc.) – Eveready
84.	Needle
85.	Matches
86.	Room Sprayer (Riya / Lovin)
87.	Room Freshener (Ambipur 275-gm.)

Sl.No.	ITEMS
88.	Freshener for Vehicle (Ambipur )
89.	Cover File
90.	Signature Pad
91.	Door Closer for Toilet
92.	Cello Tape (1/2 Inch)
93.	Cello Tape (1 Inch)
94.	Cello Tape (2 Inch)
95.	Gems Clip Plastic Coated (Per Pkt.)
96.	Pin Stand (Magnetic)
97.	Envelop (11" X 5") Brown & White (Per 100 pc.)
98.	Envelope (9" X 4") Brown & White (Per 100 pc.)
99.	Envelope (6" X 4") Brown & White (Per 100 pc.)
100.	Stock Register (500 Pages)
101.	Register Ruled (No.10)
102.	Register Ruled (No.12)
103.	Register Ruled (Pages 100)
104.	Register Ruled (Pages 200)
105.	Rough Cash Book
106.	File Movement Register
107.	Engagement Table Stand
108.	Desk Calendar Stand
109.	Phenyl - 1 ltr.
110.	Scented Phenyl - 1 Ltr
111.	Telephone Receiver (1+1) Tele Twin
112.	Telephone Receiver
113.	Beetel Telephone Receiver with Caller ID
114.	Letter Pad (By Name)
115.	LED Bulb (9-Watt)
116.	LED Bulb (12-Watt)
117.	Dettol Hand Wash (liquid)
118.	Dettol Hand Wash (Sanitizer)
119.	Tissue Paper (Classic Brand)
120.	Odonil Bathroom Freshener
121.	Goodnight Mosquito Liquid
122.	Goodnight Mosquito Machine
123.	Napthalene Bulbs (100 gm.)

  
 Deputy Secretary to Government,  
 Fisheries & ARD Department