

Government of Odisha
Parliamentary Affairs Department

No. 5676 /PAD, Dated. 08-09-2021
File no. : 29321800102020 (ME-4-08/2020)

TENDER CALL NOTICE FOR SUPPLY OF STATIONERY ARTICLES

Sealed tenders are invited from the intending Registered Firms/ Suppliers through R.P with A.D / by hand by contacting on telephone no.2322614, located at Bhubaneswar having valid GST registration number and Income Tax Clearance/ upto date GST Clearance Certificate (till July, 2021) for supply of Office Articles/ Stationeries for official use in Parliamentary Affairs Department for a period of one year

The intending firms/suppliers should have Govt. registered/ proper shop located only at Bhubaneswar as per address mentioned on their tender papers. The tenders of the stock point suppliers will not be considered.

The intending bidders may download the details of articles from the Department website www.paodisha.gov.in from the date of issue of the Tender Call Notice and submit the tender prices of the respective articles along with the tender application to Parliamentary Affairs Department, Bhubaneswar.

The tender must be accompanied with "**Bid Security Declaration**" only in lieu of Earnest Money Deposit / Bid Security as per the provision laid down in F.D O.M No-8943/F, Dt.18.03.2021. The bidders should submit their bid in a **envelope** super-scribing the envelope as "**Tender for supply of Office Stationery articles to P.A. Department with reference to Advertisement No...../2021 dtd.....2021**".


The envelopes containing the bid documents shall be addressed to :

The Deputy Secretary to Government,
Parliamentary Affairs Department,
Lokseva Bhawan-751001, Odisha.

The tender papers should reach the Parliamentary Affairs Department, Bhubaneswar on or before **27.09.2021 till 12 PM.** and the same will be opened at **12.30 P.M. on the same day.**

Any doubt regarding the tender process may be clarified by contacting the P.A Department Office Telephone No- **0674-2322614** during the office hours of office days.

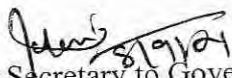
The authority reserves the right to reject any or all Tender/Tenders without assigning any reasons thereof. The Tender papers received incomplete or after the scheduled date and time and of those who do not have proper shop shall be rejected. The approved Bidder / Bidders shall only deliver their materials in the Lokseva Bhawan premises i.e. in the Parliamentary Affairs Department on receipt of orders/through telephone calls (in case of emergency). No other option on delivery of the materials shall be taken into consideration. The accepted Tender will be valid for one year i.e. upto 30.09.2021.


Deputy Secretary to Government
Parliamentary Affairs Department

P.T.O.

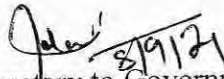
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Copy forwarded to the Head, State Portal Group, IT Centre, Lokseva Bhawan, Bhubaneswar with a request to display the Notice in the State Government website for wide publicity/ All Departments/ A.D.M., Bhubaneswar/ Commissioner, B.M.C. with a request to display the Notice in their Notice Board for wide publicity.


Deputy Secretary to Government

Memo No. 5678 /PAD, Dated. 08.09.2021

Copy forwarded to the Information and Public Relations Department, Odisha with a request to take necessary steps for early publication of this Tender Call Notice in a single issue of a **widely circulated Odia daily on or before 16.09.2021**. A copy of the publication along with Bills in triplicate may please be sent to this Department for needful.


Deputy Secretary to Government

TERMS & CONDITIONS

I. Eligibility Criteria

1. The intending firms/suppliers should have Govt. registered/ proper shop located only at Bhubaneswar as per address mentioned on their tender papers. The tenders of the stock point suppliers will not be considered.
2. The agency should have valid GST registration & PAN. (copies of GST Registration Certificate & PAN Card and up to date(i.e up to 07/2021) Income Tax & GST clearance certificate are to be submitted).

II. Delivery and Payment

1. The firms have to supply the goods as per approved standard and quality.
2. The firms have to supply the goods within three days of the issue of supply order positively.
3. The firms have to deliver the goods at this Department.
4. The firms have to bear the cost of transportation, loading/ unloading, installation of goods.
5. In case of emergency, firms have to supply the goods immediately on verbal orders.
6. Necessary payment will be made within two months of delivery of goods after completion of all official formalities.

In the event firms withdraw / modify the bid during the period of validity or commit any breach of Tender conditions, they will be suspended from being eligible for bidding / award of all future contracts of P.A. Department for a period of one year from the date of committing such breach.

Parliamentary Affairs Department

Govt. of Odisha
Lokseva Bhawan, Bhubaneswar, 751001
Phone : 0674- 2322614



Advt.No. ----/2021

Date:

**TENDER CALL NOTICE FOR SUPPLY OF OFFICE
ARTICLES/ STATIONERIES**

Sealed tenders are invited from intending Registered Firms/ Suppliers for supply of Office articles/ stationeries for official use in P.A. Department, Odisha for a period of one year. Details regarding eligibility criteria, terms & conditions and list of stationery items are mentioned in the tender document which may be downloaded from the website:

www.paodisha.gov.in. Intending Registered Firms/ Suppliers may submit their tenders in a sealed envelope super-scribing on the top of the sealed envelope as "Tender for supply of Office articles / stationeries with reference to Advertisement No./2021 dtd.".

The tenders should reach the undersigned by 27.09.2021 (till 12 PM). The Tenders will be opened at 12.30 PM on the same day. The undersigned reserves the right to reject any or all the tenders without assigning any reason thereof.

Sd/-

Deputy Secretary to Government
Parliamentary Affairs Department, Odisha