

REQUEST FOR QUOTATION

Sealed quotation are invited from Authorised distributors/Suppliers/EPM Registration firm through speed post/courier/registered post for supply of Utensils, Table, Rack, Weight Machine for SEWAK, Rangiamunda, Sundargarh. The willing reputed supplier/distributor/firm is requested to submit sealed quotation to the office of the undersigned on or before 11/4/2021 till 5 P.M. The Quotation will be opened on date 12/04/2021 at 11.30 A.M. and the bidders or their representatives are requested to remain present in the scheduled date and time. Specification details and terms and condition can be downloaded from www.sewakodisha.org.

Address for correspondence: Secretary, SEWAK, SEWAK Complex, Rangiamunda, Po-Tangarpali, Dist.- Sundargarh, PIN-770011(ODISHA)

Sl No	Items	Quantity	Specification
1	Plastic Mug	4	1.5 ltrs capacity
2	Plastic Daba	40	5 Kg Capacity with Cover
3	Jhudi	5	Bamboo Made
4	Weight Machine	26	10 Kg Capacity (Table Top Model)
5	Weight Machine	9	5 Kg Capacity
6	Iron Cadei	2	Medium Size, 12" Size
7	Thela	2	Wooden Frame , Small Size
8	Gamala	10	Medium Size, 12" to 15" size
9	Tailoring Machine	1	USHA
10	Jhara	6	Iron made 10" size
11	Patia	5	Chawmin Frying Patia
12	Table	22	Fiber made 2.6 ft x 3 ft size, Height minimum 2.5 ft
13	Gupchup Box	2	Wooden and Glass made
14	Rack	34	Iron Rack with 4 nos. shaves
15	Bicycle	2	24" Bicycle
16	Polythene	5	10ft x 5 ft size
17	Kukuda Zali	1	50 sqft
18	Plate	140	5" to 6" size Steel plate
19	Feeder	1	1 Kg Capacity
20	Spoon	70	Steel
21	Fork Spoon	70	Steel
22	Drinker	1	1 ltrs capacity
24	Balti	3	15 ltrs capacity Aluminium
25	Topia	4	10 inch size, steel
26	Dua	3	Steel
27	Chawmin Tawa	3	Iron , minimum 1cm thickness
28	Water Drum	2	30 ltrs capacity
29	Stove	5	Kerosene Stove 5 ltrs capacity



Pradeep Kumar Brahma
Secretary, SEWAK
Rangiamunda, Sundargarh

Secretary
SEWAK, Sundargarh

LEGAL DOCUMENTS

All the vendors must submit their legal documents of their firm/Company

- 1) Partnership firm deed/ Proprietorship Firm Regd.(DIC)/Company MoA etc.
- 2) PAN Card of the firm/Proprietor/Vendor
- 3) GST Certificate (if any) of the firm
- 4) Bank details of the Firm/Vendor/Proprietor
- 5) Any other documents willing to submit

TERMS & CONDITIONS

1. Sealed quotation will be received by dated 08/04/2021 by 5 P.M. by this office of Secretary, SEWAK, Rangiamunda, and Sundargarh for Utensils, Table, Rack, Weight Machine for SEWAK, Rangiamunda, and Sundargarh. Any quotation received after the due date and time will be rejected. The quotation will be received through speed post/Registered Post/Courier only.
2. The sealed quotation submitted by the bidders will be opened by the members of the purchase committee in the office of Secretary, SEWAK, Rangiamunda, Sundargarh on dated 12/04/2021 at 11.30 A.M.
3. The bidders or their duly authorised representatives are allowed to be present during the opening of the quotation if they so like.

ACCEPTANCE OF QUOTATION

1. The secretary, SEWAK, Rangiamunda, and Sundargarh reserves the right to reject or to accept the quotation for the supply of the item quoted without assigning any reason thereof.
2. The secretary, SEWAK, Rangiamunda, and Sundargarh will be at liberty to terminate the contract either wholly or in part without assigning any reason thereof. The quotation will not be entitled to any compensation whatsoever for termination.
3. If any information or documents of the bidders are found to be incorrect or misleading at any stage, the quotation will be rejected.
4. The quotation will not be entertained after due date and time fixed for.

DELIVERY AND SUPPLY CONDITION

1. The items to be delivered to the office of the consignee i.e. SECRETARY, SEWAK, RANGIAMUNDA, SUNDARGARH, ODISHA.
2. The supply should be completed within 7 days from the receipt of the purchase order.
3. The supply should be made in good packing condition.
4. If the approved supplier fails to execute the supply within the stipulated time, the secretary, SEWAK is empowered to purchase the same items from the L₂ or L₃ bidders if they match the L₁ rate.
5. The goods should be supplied to FOR destination and no charge for freight should be claimed.

LIQUIDATED DAMAGED

1. The Secretary, SEWAK, Sundargarh may allow extension of a maximum period of 7 days (one week), after the stipulated date of supply (i.e. 7 days) with a penalty of 0.5% which will be deducted from the purchase order value as liquidated damaged .
2. If the supplier fails to complete the supply within the extension period , i.e. 15 days after being allowed by Secretary, SEWAK , Rangiamunda, Sundargarh, no further purchase order will be place to the firm for the said item and concerned firm will be blacklisted for the one year from date of issue of the letter for the said item.

TERMS OF PAYMENT

- No advance payment towards cost of pump set to the bidder/supplier.
- 100% payment will be made after successfully supply of the items to the supplying firm.
- All payment will be made through banking channel only.
- TDS will be deducted as per Income Tax Law.



Pradeep Kumar Brahma
Secretary, SEWAK
Rangiamunda, Sundargarh

Secretary
SEWAK, Rangiamunda
Sundargarh, Odisha