

ଘୌର ପରିଷଦ କାର୍ଯ୍ୟାଳୟ, କୋରାପୁଟ

KORAPUT MUNICIPALITY

No. 2547 /2019

Date: 27-06-19

**QUOTATION CALL NOTICE**

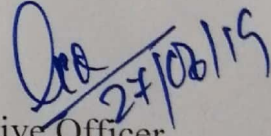
Sealed quotations are invited for supply of Municipal Printing Forms/ Printing Register of Koraput Municipality for the year 2019-20 as per list enclosed. The Quotationers should quote their rates including all taxes and delivery at Koraput Municipality Office. The Quotationers should submit Sales Tax/ Income Tax Clearance Certificate with Sale Tax No/ GST No/ TIN No/ PAN Card etc. along-with the Quotation. The quotation documents are to be obtained from Municipality Office, Koraput on deposit of Rs.500/- (Non-refundable) in shape of DD drawn in favour of Executive Officer, Koraput Municipality payable at Koraput from 29.06.2019 to up to 4 PM of 09.07.2019 during office hour.

The Quotation should reach before the undersigned on or before **10.07.2019** at **03.00 PM** and the same will be opened at **04.00 PM** on the same day in presence of the Quotationer or their authorized representatives at the time of opening, if they wish to attend.

The undersigned reserves the right to accept or cancel any or all the Quotations without assigning any reasons thereof.

The details can be had from the official website of Koraput Municipality [www.koraputmunicipality.in](http://www.koraputmunicipality.in)

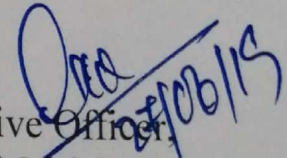
Memo No. 2548 /2019

  
Executive Officer,  
Koraput Municipality.  
Dated the 27-06-19

Copy submitted to the A.D.M., Koraput/Sub-Collector, Koraput/ P.D., DUDA, Koraput/ PD, DRDA, Koraput/ Executive Engineer, PHD, Koraput/ B.D.O., Koraput/Tahasildar, Koraput for information with a request to display this notice on their office notice board for wide publicity.

Copy to MIS Computer Programmer of this office to flash the Quotation Call Notice at the Official Website of Koraput Municipality i.e. [www.koraputmunicipality.in](http://www.koraputmunicipality.in)

Copy to Office NOTICE BOARD for information to the General Public.

  
Executive Officer,  
Koraput Municipality.  
27/6/19

**OFFICE OF THE KORAPUT MUNICIPALITY.**  
**TENDER PAPER**

TENDER No. & Date: 2547

Dt. 27-06-19

Description of Scheme:

Printing & Supply of Municipal Registers & Forms

Date of **Receipt** of Tender

Up to **03.00 PM** of Dt.10.07.2019

Date of **Opening** of Tender

**10.07.2019 at 04.00 PM.**

Date of **Sale** of Tender Paper

From **29.06.2019** up to **4.00 PM** of **09.07.2019** during working days.

Cost of Tender Paper

Demand Draft worth Rs.500/- (Rupees five hundred) (Non-refundable).

D.D. No. \_\_\_\_\_

Dated \_\_\_\_\_ for Amount \_\_\_\_\_

Tender Paper issued to Smt/Sri.....

Cashier,  
Koraput Municipality.



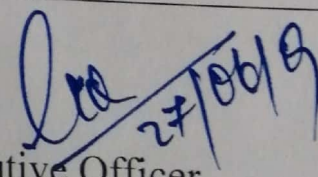
### **TERMS & CONDITIONS:**

01. The Quotation paper will be received only in the office of Executive Officer, Koraput Municipality up to **4.00 PM** of **10.07.2019** through Speed Post/Regd. Post only and the same will be opened on **10.07.2019** at **4.00PM** in presence of the Quotationer or their authorized representatives who may wish to be present at the time of opening. Quotations received after due date and time shall not be entertained and the authority shall not be held responsible for delay or missing of the Quotation during the postal transit. The Quotation paper will be sold from **29.06.2019 to 09.07.2019 up to 4.00 PM** during the office hours on working days.
02. Attested copies of the valid & up to date STCC/ITCC/GST No./ PAN No. should be furnished along-with Quotation paper.
03. In complete and conditional Quotations shall be rejected.
04. Any amendment to codal provisions by the Govt. during the period from sale of Quotation till acceptance by the competent authority shall be binding upon the Quotationers.
05. The Quotationer has to sign on each page of the Quotation documents. The Quotationer should initial any cutting, overwriting, correction on Quotation document (Quotation Paper).
06. The authority reserves the right to reject, cancels, alters or modifies any or all the Quotations without assigning any reason thereof.

  
Executive Officer,  
Koraput Municipality.  


**OFFICE OF THE KORAPUT MUNICIPALITY**  
**LIST OF MUNICIPAL PRINTED FORMS/ PRINTED RECEIPT BOOK/**  
**REGISTERS ETC. ARTICLES FOR QUOTATION.**

Sl. No.	Description of items	Unit.	Rate Quoted
1	Work Bill (Running & Final)	Each	
2	Master Roll Forms	Each	
3	1 <sup>st</sup> Note Sheet	Each	
4	2 <sup>nd</sup> Note Sheet	Each	
5	Contingent Form	Each	
6	Fly Leaf Printing with Koraput Municipality	Each	
7	Hard Board Fly Leaf Printing with Koraput Municipality	Each	
8	Widow/ Old Age/ Disability Pension Form	Each	
9	<b>Register</b>		
	I. Cashier's Cash Book	Each	
	II. D.C.B. Register.-200 Pages	Each	
	III. Work Register	Each	
	IV. Register of Letter Receipt	Each	
	V. Register of Letter Issued	Each	
	VI. Peon Book	Each	
	VII. Tax Collector's Daily Collection Register	Each	
	VIII. M.B.P.Y. Pension Acquaintance	Each	
10	<b>Receipt Books.</b>		
	a. Miscellaneous Receipt Books.	Each	
	b. Holding Tax Demand Notice. / <del>Receipt Book</del>	Each	
11	Attendance Register.	Each	
12	Lease/ Stall Ledger Register	Each	
13	Log Book Form	Each	
14	P.F. Ledger <i>Holding Tax Receipt Books.</i>	Each	
15	Letter Pad	Each	

  
 Executive Officer,  
 Koraput Municipality.  
*27/06/19*