No. ATI/ Chou/D-15012/10/2016/PS/28

Date: 16.09.2016

To

M/s. Maninageswar Traders,
L.I.G.-234, Housing Board Colony,
Charbatia, Choudwar, Cuttack-75428.

M/s. Das Traders
Bamphi Sahi
Cuttack - 9

M/s. Tapas Nayak
Jobra Laxmi Bazar
Cuttack

Any other registered vendor with DGS&D and any other Govt Organisation may also submit quotation.

ENQUIRY FOR QUOTATION.

Your Quotation on reasonable price as per requisite specification and quality for the items shown in the next page may kindly be submitted to the Officers, bearers of this enquiry addressing to the Director, Advanced Training Institute, Choudwar, Cuttack, Odisha.

While submitting your quotations, the following may kindly be observed and other points borne in mind.

01. The Maker’s name and the Country of origin must be specified clearly.

02. As far as possible Stores of Indian origin conforming to the specifications required should be offered.

03. The terms and conditions of supply and delivery should be very clearly indicated on the quotation stating whether rates quoted are inclusive of packing and forwarding charges or not.

04. If packing and forwarding charges are to be charged separately, it should be so clearly indicated.

05. Mention clearly whether consignments would be ex-godown or F.O.R dispatching Sections.

06. Items quoted should confirm to the specifications shown against the stores. When and where full or no specifications are indicated against items in the list, kindly furnish your full specifications in accordance with the accepted standards against each item quoted. Where a reference is made, the relevant illustrated catalogues and literature should accompany the quotation.

07. All quotations should be for new items and not for second hand.

08. Please state whether the items will be available ex-cost. If not, the minimum period required for supplying the stores.

09. It should be clearly stated whether Sales Tax, General Tax and any other taxes and duties liveable.

10. It is practice of the Directorate General to ask for Income Tax clearance from the supplier to whom supply order would be placed.

P.T.O
11. Expression such as ‘Complete with Standard Equipment’ ‘Complete with standard accessories’ as good as to be avoided. If at all their use is unavoidable. Then it should be very specifically indicated as to what exactly they mean and what exactly would be supplied under them. Any ambiguity or vagueness should be avoided.

12. The stores in the attached list for which quotations are invited, are to be supplied to the Director, Advanced Training Institute (ATI), Choudwar, Cuttack, Odisha. The suppliers, on whom the order will be placed by this office, will have to present their bills in triplicate to the Director, ATI, Choudwar, Cuttack, Odisha who will make the payments after the stores have been received in good condition at their destination. Any correspondence relating to the payments will have to be made by the supplies with the Director, ATI, Choudwar, Cuttack, Odisha. This office will not accept any responsibility in regard to “settlement of suppliers” bills in case of wrongly supply.

13. For convenience, kindly adopt, while quoting, the same serial nos., as given in the attached list.

14. Items requiring foreign exchange facilities for import should be clearly indicated.

15. Quotation shall be received up to 10.10.2016 until 2.25pm. and shall be opened on the same day at 3.00 P.M. in presence of Suppliers/representative of the suppliers who may like to be present. Quotation shall remain valid for acceptance for 60 days from the opening. Delayed/ Late Offers will not be accepted. Undersigned reserves the right to reject any or all Offers without assigning any reason.

16. As per the Central Govt. decision payment will be credited directly to the customer account by electronic transfer. Hence, for this purpose Supplier should submit a copy of mandate form attached to this tender enquiry for ELECTRONIC CLEARING SERVICE (CREDIT CLEARING) REAL TIME GROSS SETTLEMENT (RTGS) FACILITY FOR RECEIVING PAYMENTS duly filled in.

<table>
<thead>
<tr>
<th>Sl No.</th>
<th>Name &amp; Brief Description of Items</th>
<th>Qty</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>Broom Stick (good quality)</td>
<td>20 nos.</td>
<td></td>
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<tr>
<td>02</td>
<td>Broom Flower (good quality)</td>
<td>20 nos.</td>
<td></td>
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<tr>
<td>03</td>
<td>Mop Stick (for floor cleaning)</td>
<td>02 nos</td>
<td></td>
</tr>
<tr>
<td>04</td>
<td>Floor Wiper (Standard size)</td>
<td>62 nos</td>
<td></td>
</tr>
<tr>
<td>05</td>
<td>Refill for Mop Stick (for floor cleaning)</td>
<td>10 nos</td>
<td></td>
</tr>
<tr>
<td>06</td>
<td>Phenyle (01 Litre) Bottle</td>
<td>0 No.</td>
<td></td>
</tr>
<tr>
<td>07</td>
<td>Floor cleaning Acid (01 Litre) Bottle</td>
<td>10 Nos</td>
<td></td>
</tr>
<tr>
<td>08</td>
<td>Harpic (500 ml)</td>
<td>10 Nos</td>
<td></td>
</tr>
<tr>
<td>09</td>
<td>Naphthalin (Balls)</td>
<td>1 Kg</td>
<td></td>
</tr>
<tr>
<td>10</td>
<td>Odonil (50 gm pack)</td>
<td>05 Nos</td>
<td></td>
</tr>
<tr>
<td>11</td>
<td>Bleaching powder</td>
<td>05 Kg</td>
<td></td>
</tr>
<tr>
<td>12</td>
<td>Colín (white board/glass cleaner) 500ml</td>
<td>05 nos</td>
<td></td>
</tr>
<tr>
<td>13</td>
<td>Room freshener (liquid 200 ml.)</td>
<td>05 Nos.</td>
<td></td>
</tr>
<tr>
<td>14</td>
<td>Liquid soap (200 ml)</td>
<td>10 Nos.</td>
<td></td>
</tr>
</tbody>
</table>

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E-publishing through MSDE web site.

(G. Giri)
DDT/HOO
For Director

For Director