



# OFFICE OF THE MUNICIPAL COUNCIL, SUNDARGARH

No. 2399 / Date. 22.04.2021

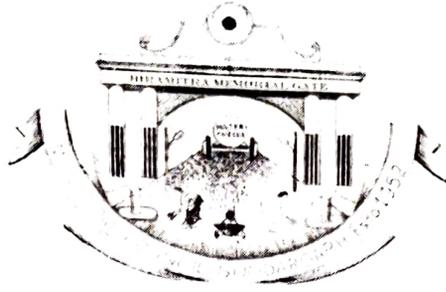
## Quotation Call Notice

Executive Officer, Sundargarh Municipality, Sundargarh on behalf of Municipal Council, Sundargarh Municipality, invites sealed quotation from Intending Quotationers for "**Supply and installation of Desktop All-in-one Computer with preloaded operating system to Sundargarh Municipality**". in all respect including cost, carriage and taxes of all materials etc, complete as per the size and specification of the Municipal authority and as per the specification.

Preference shall be given to those quotationers who have already rendered similar type service. Mere submission of Quotation does not guarantee for fulfillment of eligibility criteria. Rate should be quoted inclusive of all taxes & transportation cost. The sealed quotations should reach to the office of the undersigned on or before 29.04.2021 at 12.00P.M and it will be opened on 30.04.2021 at 11.30 A.M. in presence of the bidder or their authorized representatives. The Quotationer shall submit quotation as per prescribed format in Annexure-I.

The undersigned reserves the right to reject any or all the quotations without assigning any reason thereof.

  
Executive Officer  
Sundargarh Municipality



**OFFICE OF THE MUNICIPAL COUNCIL: SUNDARGARH**

**Sundargarh Municipality, Sundargarh**

**DETAILED QUOTATION CALL NOTICE (DQCN)**

**FOR**

**“SUPPLY AND INSTALLATION OF DESKTOP ALL-IN-ONE  
COMPUTER WITH PRELOADED OPERATING SYSTEM”**

**NOTICE INVITING QUOTATION No. 2399 /Dt.22.04.2021**

**APRIL-2021**

**"Quotation for "Supply and installation of Desktop All-in-one Computer with preloaded operating system to Sundargarh Municipality"****Format for Quotations**

<b>Si N o</b>	<b>Description of Work</b>	<b>Unit</b>	<b>Quantity</b>	<b>Rate in Rs.</b>	<b>Amount in Rs</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>
1	Providing all labour, T & P, materials including supply and installation of Desktop All-in-one Computer with preloaded operating system as per detailed specification below. Model Desktop Configuration Corei3, 4gb Ram, 1TB Harddisk 21.5" LED Monitor, Keyboard, Opt. Mouse, Win-10	Nos	1 no		
2	Providing all labour T&P, materials including supply and installation of Multifunction Laser Printer as per detailed specification below. 1000a A4 Laser Printer	Nos	1 No		
3	Providing all labour T & P, materials including supply and installation of a UPS as per the specification below. 600VA UPS	Nos	1 No		
4	Total Security 3user for 1 year	Nos	1 No		

Signature of Quotationer

  
Executive Officer  
Sundargarh Municipality

## INFORMATION FOR THE INTENDING QUOTATIONERS

1. The rate should be quoted by the quotationer as per Annexure-I and work will be executed as per the specification.
2. Detail Specification is as per the direction of Engineer-in-charge.

### Terms and Conditions

- 4) Tax amount or rate of taxes to be indicated inclusively in the quotation.
- 5) Validity of quotation shall be one year from the date of opening of the same.
- 6) Rate to be quoted in Indian Currency.
- 7) The selected quotationer should execute the work within a month from the date of issue of work order.
- 8) Payment will be made subject to completion of work in all respect.
- 9) The rate should be quoted both in words & figures.
- 10) Selection of quotation will be held basing on experience and the lowest rate quoted by the quotationer.

The authority reserves the right to reject any or all the quotations without assigning any reasons thereof.

A handwritten signature in blue ink, consisting of a circle with a vertical line through it and some scribbles, followed by the date '27-07-21' written in a similar style.

Executive Officer  
Sundargarh Municipality

## TERMS AND CONDITIONS.

1. Sealed tenders are invited from eligible **intending quotationers**.
2. Quoted rate should be inclusive of all cost, taxes etc. GST and other taxes and duties (in %) if any should be mentioned separately.
3. Any other Govt. taxes as applicable from time to time will be borne by the tenderer.
4. The detailed Tender Call Notice will be downloaded from the official website of Sundargarh District, <http://sundargarh.nic.in>. There is no provision of selling of the bid documents in office counter of Sundargarh Municipality.
5. Quantity of Material as specified in tender schedule may be varied as per our requirements.
6. Materials shall be guaranteed and to be maintained for a period of three years from the date of installation. Any defect noticed during the Guarantee period, the materials shall be replaced by the supplier in free of cost.
7. All the documents furnished by the bidders are subject to verification by the issuing authority.
12. The Sundargarh Municipality reserves the right to accept or reject any tender or annual the quotation process and reject all tenders at any time prior to award of the contract, without assigning any reason, whatsoever to the affected tenderers.

13. The tenderer shall have governed by the law of India and interpretations in accordance with such laws.

14. Sundargarh Municipality is not responsible for any dispute of Labour, and the Labourers so provided shall not be in any way be the employees of Sundargarh Municipality.

15. The payment (s) will be made to tenderer are subject to deduction of tax (s) Cess leviable by any Government as per rule from time and will be made after the supply, fitting and fixing of goods in all respect as per the specification.

16. The contract will be for one year in the first instance. However, the contract can be extended on the same terms & conditions subject to satisfactory work by the tenderer.

17. The tenderer shall be responsible for all injuries and accidents to persons employed by him. The workmen shall be insured against personal accidents arising out of or during course of their duties.

18. In the event of injury, illness or mishapening to any worker, the Sundargarh Municipality will not be liable to pay any compensation. The insurance covered shall include the liability under the workmen's Compensation Act.

20. The tenderer shall not appoint any sub company/agency to carry out any obligation under the contract.

21. The tenderer shall abide by all the law of land including Labour Laws (PF, Income Tax, Service Tax or any other extra taxes levied by the Government) Companies Act, TAX deduction liabilities, welfare measures of its employees and all other obligations that enjoin in such cases and are not essentially

enumerated and defined herein, through any such onus shall be the exclusive responsibility of the contractor and it shall not involve the Sundargarh Municipality in any way whatsoever. Compliance of these provisions shall be ensured.

23. No claim shall be entertained towards any expenses made by any tenderer for submission of the tender in case of cancellation/rejection/acceptance/withdrawal of the quotation.
24. If the tenderer repeatedly violates the terms & conditions of the contract shall be liable to be terminated and security so deposited shall be forfeited.
25. The tenderer shall have certificate for Income Tax Officer of tax exemption otherwise income tax at the rate as applicable as per Income Tax Rules shall be deducted at source.

A handwritten signature in blue ink, consisting of a large circle followed by a stylized 'M' and 'A', with the date '22.04.21' written below it.

Executive Officer,  
Sundargarh Municipality.

Quotationer