

DISTRICT CULTURE OFFICE, SAMBALPUR

(E-mail:-dco**sambalpur@gmail.com**)

Notice No: 247 Dated. 20.12.2022

SHORT QUOTAION CALL NOTICE FOR SOUVENIR BOOK IN LOK MOHASTAV 2023, SAMBALPUR

Sealed quotation are invited from the reputed firm/organization/sole proprietor/agency for Designing, Printing and supply of Souenir for LokMostav2023,Sambalpur.

The details specifications and eligibility criteria of the above works can be downloaded from website **www.sambalpur.nic.in**. The bidders/quotationersare required to submit the proposal complete in all respect which should reach on or before **26/12/2022 by 03:00pm**(by Speed Post/ Regd. Post / Currier / dropped in Tender Box placed at Culture Office, SBP) at the office of the District Culture Officer,Sanskriti Bhawan, Collectorate,Sambalpur-768001 in a sealed envelope super scribed as 'Tender for Documentation in Lok Mohastav-2023".

The quotation will be opened on dt: **26/12/2022 at 4.00PM** in the office chamber of District Culture Officer, Sambalpur. All the bidders/quotationers are requested to remain present personally during tender opening or send their authorised representative.

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

By order of Collector, Sambalpur


District Culture Officer
Sambalpur

Memo No. 248 /Dt. 20/12/2022

Copy submitted to the DIO, NIC, Sambalpur for favour of information and necessary action with a request to upload the attached tender call notice in the District website.

D. Kelly
20/12/2022
District Culture Officer
Sambalpur

Memo no. 249 /Dt. 20/12/2022

Copy submitted to the Commissioner, SMC, Sambalpur / Chief Development Officer-Cum-EO, ZillaParishad, Sambalpur / Sub-Collector, Sadar / Chief District Medical Officer, Sambalpur/ Superintending Engineer, R&B Division No-I & II Sambalpur / OSD, Tourism, Sambalpur for favour of information with a request to publish in the office notice board for wide publicity.

D. Kelly
20/12/2022
District Culture Officer
Sambalpur

Memo No. 250 /Dt. 20/12/2022

Copy submitted to the Deputy Collector (Nizarat), Collectorate, Sambalpur for favour of information and necessary action with a request to publish in the office notice board for wide publicity

D. Kelly
20/12/2022
District Culture Officer
Sambalpur

Memo No. 251 /Dt. 20/12/2022

Copy to the DIPRO, Collectorate, Sambalpur for of information and necessary action with a request to publish the advertisement in two reputed daily News Paper for wide publicity

D. Kelly
20/12/2022
District Culture Officer
Sambalpur

**SHORT QUOTATION CALL NOTICE FOR DESIGNING, PRINTING AND SUPPLY OF SOUVENIR
FOR LOK MAHASTAV 2023**

Sealed quotations are invited from the registered firms/ organisations /agencies for Designing, Printing & supply of "Souvenir" books for the LokMahotsav2023 vide notification No 247 Dated 20/12/2022 and the detail specifications thereof are as follows:

SI No	Detail Specification	Quantity Required
1	Designing Printing and supply of "Souvenir" books Black and white printing, 70 GSM paper, 188 Pages Maplitho Paper, 8 page multi Colour Inner 130 GSM Art, 4 page Multi color Cover 300 GSM Art Paper, Matt/Gloss Lamination plus Gum Binding & Paper binding multi coloured cover page.	500 pcs

1. **Place, date & time for submission of bid:** Office of the District Culture Officer, Sambalpur, on or before Dt.26.12.2022 up to 3.00PM.
2. **Place, date &, time for opening of bid:** Office of the District Culture Officer, Sambalpur at 4.00PM on 26.12.2022.
3. **Bid Price :**
 - a) The contract shall be for the quantity as per the specification given in the Bid format.
 - b) All transportation cost, duties, taxes and other levies payable by the contractor under the contract shall be included in the quoted price.
 - c) The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
 - d) The Prices should be quoted in Indian Rupees only
4. **Evaluation of Quotations**

The Purchaser will evaluate and compare the quotations which is to be substantially responsive i.e. which

- (a) are properly signed,
 - (b) Confirm to the terms and conditions, and specifications.
 - (c) Filled in Indian Currency
 - (d) Quoted in Unit
5. The following documents to be attached without which the document will be treated as non responsive and rejected.
- i) Copy of GST registration Certificate
 - ii) PAN/TAN CARD
 - iii) Trade Licence
 - iv) Work experience on Designing and printing of Books.

6. Award of contract

- The Purchaser will issue the work order to the successful bidder whose quotation has been determined to be substantially responsive and who has offered the lowest evaluated quotation price.
7. Notwithstanding the above, the Purchaser reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of contract without assigning any reasons thereof.
 8. The bidder whose bid is accepted will be notified for award of the contract by the Purchaser. The terms of the accepted offer shall be incorporated in the purchase order.
 9. The payment will be made on successful delivery and receiving acknowledgement and certification from Nodal Officer appointed.
 10. The successful bidder will submit all the above mentioned "Souvenir" on or before 7th Jan, 2023 to the office of the undersigned failing which his offer will be cancelled and action will be initiated as deemed fit.
 11. The undersigned reserves the right to accept or, reject any or all the tenders without assigning any reason thereof.

D. K. Singh
20.12.2022

District Culture Officer, Sambalpur

FORMAT OF PRICE QUOTATION

SI No	Detail Specification	Quantity Required	Total Price including Tax
1	Designing Printing and supply of "Souvenir" books Black and white printing, 70 GSM paper, 188 Pages Maplitho Paper,8 page multi Colour Inner 130 GSM Art,4 page Multi color Cover 300 GSM Art Paper,Matt/Gloss Lamination plus Gum Binding & Paper binding multi coloured cover page.	500 pcs	

In Words _____

Note: The quoted price in Figure and word should be matched. If any discrepancy the quoted price in word will be accepted.

Signature of the Quotationer