

**BID DOCUMENTS**

**PROCUREMENT OF COMPUTER & PRINTER FOR  
PRODUCER ENTERPRISE- MILLET BASED FOOD  
PRODUCTS UNDER STATE SECTOR SCHEME-  
IMPLEMENTATION SUPPORT TO ORMAS**

## A. Terms and Conditions

1. The bidder should quoted price for items as per the specification mentioned in the Quotation Call Notice and should cover all aspects .
2. The items will be supplied within the time frame. Necessary arrangement will be made by the supplier for proper installation and running of the computer and printer.
3. Sanctions of any advance will not be considered. The payment will be made after successful supply, installation and submission of bill.
4. The agency should registered through IT company act or certified under MSME( Govt of Odisha)
5. The sealed cover containing the quotation shall be super scribed with Notice No and Date with due mentioning name and address of the bidder on it.
6. The price offered by the firm should include all taxes and duties. However the TDS will be deducted from the bill amount and deposited with the concerned authority.
7. The bidders have to offer the price for all items else the Tender paper will not be considered.
8. The rate offered by the firm should be valid for 180 Days
  
9. All entries in the tender form should be legible and filled clearly, if the space for furnishing information is insufficient, a separate sheet duly signed by the authorized signature may be attached.
10. The agency shall not be allowed to transfer, assign, pledge or sub- contracts its right and liabilities under the contract to any other agency without the prior written consent of the authority.
11. All disputes shall be under the jurisdiction of the district civil court located in Sambalpur district.

## B. REQUIRED DOCUMENTS TO BE SUBMITTED.

**The agencies are required to enclosed photocopies of the following documents failing which their quotations be summarily rejected and will not be considered any further.**

- a. Registration Certificate, Dealership Certificate
- b. PAN Card & GSTIN Registration certificate.
- c. IT returned filled of F.Y 2022-23
- d. Up to date GST returned filled
- e. Financial bid submitted with signature & seal of bidder

*Accepted by the Bidder (Signature of bidder)*

To  
CDO-Cum-EO  
Zilla Parishad, Sambalpur

Sir,  
I / We do hereby submit item wise quoted price for supply of computer and printer for  
Producer Enterprise- Millet based food products under State Sector Scheme- Implementation  
Support to ORMAS as per your Quotation Call Notice No \_\_\_\_\_ dated \_\_\_\_\_

Sl. No	Name of the Items	Specification	Qty required	Value ( Approx)
1	Desktop Computer	<b>HP make – All In One Desktop</b> <ul style="list-style-type: none"> <li>• Model- AIO 22-DD2071IN(WHITE)</li> <li>• Processor- CI3 12<sup>TH</sup> Generation</li> <li>• RAM- 8 GB</li> <li>• Storage- 1 TB SSD</li> <li>• Graphic- Intel HD</li> <li>• OS- WIN 11 + MSO</li> <li>• Monitor- 22"</li> </ul>	1	
2	Printer	<b>HP LaserJet Printer</b> <ul style="list-style-type: none"> <li>• Model- HP LaserJet Pro P1108</li> <li>• Energy efficient &amp; cost effective</li> <li>• Printi speed (ISO)- Up to 19/18 ppm( Blk/ Cir)</li> <li>• Up to 600 x600x 2 dpi( 1200 dpi effective output- HP FastRes 600, HPO FastRes 1200</li> <li>• Processor:- 266 MHz</li> <li>• Duty cycle:- Up to 5000 pages per month</li> <li>• RMPV: Up to 250 to 1500 pages</li> <li>• High speed USB 2.0 port</li> <li>• Compact and sleek design</li> <li>• Full 88 A Toner- 1500 pages</li> <li>• One Year onsite warranty</li> </ul>	1	
<b>Total</b>				

(Rupees \_\_\_\_\_ )

Signature with Seal of the bidder

Accepted by the Bidder (Signature of bidder)

## **DECLARATION**

I/We hereby declare that all the statement(s) made in this application are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being found false or incorrect or any other figure inflated or misleading at any stage or I am/ we are not satisfying the eligibility criteria prescribed in the relative advertisement of my tender is liable to be cancelled. I am/ we are willing to abide by the terms and conditions laid by ORMAS and District Administration, Sambalpur. In case of any lapse on my/our part which may affect the performance of the job or the quality of the work is found substandard or the service or response is found poor, proportionate value may be deducted from my bills as deemed to be proper by the competent authority.

**Signature of the bidder with seal**

Place:

Date:

*Accepted by the Bidder (Signature of bidder)*