

**OFFICE OF THE DIRECTOR OF HORTICULTURE: ODISHA, BHUBANESWAR**

NO. 2MA (H5)3/2016

5/12/17

/Hort., Dated- 04.10.17

**QUOTATION CALL NOTICE**

Sealed quotations in plain paper / Business letter pad with dated signature & seal are invited from intending registered Suppliers/ Dealers/ Distributors having valid GSTN/PAN for supply of the office stationeries / Misc. Articles for the year 2017-18 (listed at Annexure-1) to this Directorate for official use.

The Supplier should indicate the above mentioned Notice Number & Date on the top of the quotation as well as on the sealed cover & drop the same in the Quotation box kept at this Directorate along with the copies of PAN card and the up to date GSTN clearance certificate. The quotations are to be received by ~~20.10.17~~ up to 5.00 P.M. and shall be opened at 11 A.M. on the next day. The supplier or his authorized representative should be present along with the samples of non- branded items at the time of opening of the quotations.

The authority reserves the right to accept or reject any or all the quotations at any stage without assigning any reason thereof. The Suppliers are requested to abide by the terms & conditions of this quotation notice as indicated below. The quotations received in incomplete shape or not in conformity with the terms & conditions of this quotation notice are liable to be rejected. For details please visit our official website [www.orihort.nic.in](http://www.orihort.nic.in) / [www.odisha.gov.in](http://www.odisha.gov.in)

**TERMS & CONDITIONS OF THE QUOTATION CALL NOTICE**

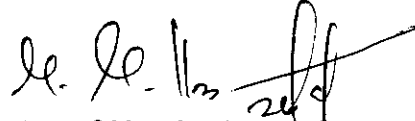
1. The supplier should quote the unit price of each item (Inclusive of all taxes) with make/ model and other products' specification in his quotation. The supplier must mention the validity period in his Quotation letter.
2. Earnest money of 2% of the quoted value must be submitted in shape of Demand Draft from any Nationalised Bank drawn in favour of **the Director of Horticulture, Odisha, Bhubaneswar and payable at Bhubaneswar.** Without EMD, quotation will be summarily rejected.
3. The selected Suppliers are required to supply the articles in good condition through chalan form within ten days of issue of purchase order & submit **credit bills** for drawal & payment only through the bank account.
4. The quantity of articles shall be mentioned in the purchase order. The office reserves the right to procure the articles from the selected supplier in different lots within the validity period as per requirement of the office.
5. The supplier should supply the articles at this Directorate.
6. The Director of Horticulture, Odisha reserves the rights to cancel any or all the quotations without assigning any reasons.

  
Director of Horticulture, Odisha

Memo. No. 5/12/78

/ Hort. Dated... 04.10.17

Copy forwarded to the Head, Portal Group, IT Centre, Ground Floor, Odisha Secretariat, Annexe Building, Bhubaneswar for information and necessary action. He is requested to upload the above Quotation Call Notice in the official website of Govt. of Odisha for wide circulation & publicity.



**Director of Horticulture, Odisha**

Memo. No. 5/12/79

/ Hort. Dated... 04.10.17

Copy forwarded to all Heads of Department / Information Officer, Jayadev Bhawan, Bhubaneswar / Joint Director of Agriculture (Information) Bhubaneswar for information & necessary action. He is requested to display the above Quotation Call Notice in his official Notice board for wide circulation & publicity.

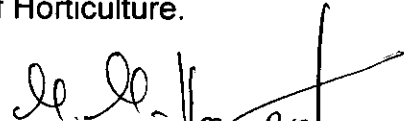


**Director of Horticulture, Odisha**

Memo. No. 5/12/80

/ Hort. Dated... 04.10.17

Copy forwarded to the Addl. Director of Horticulture / Section Officer cum DDO / Accounts Officer (Budget)/ Establishment Officer for his information & necessary action. They are requested to finalise the Quotation on the opening day of Quotations under chairmanship of Addl. Director of Horticulture.

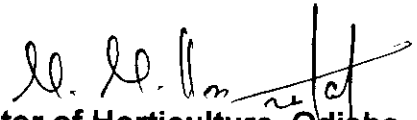


**Director of Horticulture, Odisha**

Memo. No. 5/12/81

/ Hort. Dated... 04.10.17

Copy forwarded to Sri Debasis Patnaik, HEW for information & necessary action. He is requested to take responsible to hoist and publish the above quotation Notice at the website of this Directorate / Govt. Portal.



**Director of Horticulture, Odisha**

## List of Consumable items 2017-18

Sl. No.	Name of the article (Trade Name)	Brand	Specification	Unit	Quantity	Unit Cost	Total Cost(Inclusive all taxes)
1	Alpin Packet T-Shape	Oddy	T- Shape	45gm per box	50		
2	Basin Brush	Good quality	Plastick Handle	nos	5		
3	Battery-Tourch	Everady-Heavy Duty		nos	10		
4	Bleaching Powder (500 gm Pack)	Mahaveer Chemicals	Good Quaity	500gm per pack	50		
5	Budkin		Good Quality	nos	24		
6	Cash Book Register- (20No.)	Rajadhani	No-20	nos	5		
7	Cash Book Register- (40No.)	Rajadhani	No-40	nos	5		
8	Colin Spray	Colin	200ML	nos	10		
9	Colour flag -Self Sticking	Oddy	Five colour	nos	200		
10	Computer Paper	Oddy	15x12, 70 gsm	pkt	12		
11	Computer Paper	Oddy	10x12, 70 gsm	pkt	12		
12	Conquest Paper	JK	Legal Size, 75 GSM	500 sheet per pkt	12		
13	cover file (Poly Coated)	Rajadhani		nos	30		
14	Cup & Plate	OASIS	Gold line	6pc per set	5		
15	Detergent Powder	surf	95gm	pauch	10		
16	Door clouser	Godrej		nos	15		
17	Drinking glass cover	Cello		nos	100		
18	Drinking Glass	Borasil	Standard Size	nos	24		
19	Drinking Glass	YE'RA	Standard Size	nos	100		
20	Dustbin	Ankur	Standard Size	nos	25		
21	Envelop -	(Good Quality)	9"x4"	100pcs @bundle	10		
22	Envelope - Cloth	(Good Quality)	{16"x12"}	nos	50		
23	folded Umbrella	K.C Paul	Two Fold	nos	12		
24	Gum Paste Bottle	Camel	500ml	nos	100		
25	Gum Tube	Fevi Gum	22.5 MI	nos	100		
26	Hand Towel -Turkish	JJ /Good quality	White	nos	25		
27	Lever Arch File	Sweta		nos	5		
28	Liquid Hand Wash	detoil	200MI	nos	10		
29	Marker -Highlighter	Faber Castell	Different Colour	nos	50		
30	Markerpen-Permanent	Cello	Pointed	nos	5		
31	Mosquito Removal liquid bottle	Goodnight	Active +	nos	10		
32	Mosquito Removal Machine & liquid	Goodnight	Active +	nos	10		
33	Napthalene Ball (100 gm Pack)	Berquel Chemicals		Pkt	20		
34	Odonil Cake pack	Odnil	50gm Pack	nos	25		
35	Paper Knife	Good quality	Folding , Medium Size	nos	25		
36	Paper Weight	Acrylin	Good Quality	nos	50		
37	Pencil	Apsara	Nataraj	10pc per PKT	5		
38	Pencil Battery-AA	Everady		nos	50		
39	Pencil Battery-AAA	Duracel		nos	50		
40	Pencil Eraser	Nataraj		10 nos per pkt	1		
41	Pencil sharpener	Nataraj		10 nos per pkt	2		
42	Phenyle-white	Disprintal	White	litre	200		
43	Plastic Botton Folder (2 Fold)	Kolarnine/ Filemax	Transperent	nos	100		
44	PP clear folder (L-Folder)	Sun	A4	10pc Pkt	200		
45	Punching Machine	Kangaroo	Single hole	nos	25		
46	Rat Pad	Rat Killer	Big size	nos	5		
47	Room spry (200 ml)	Spark	Transperent bottle	nos	50		
48	Saloo Cloth in Mts	(Good quality)	White	nos	10		
49	Scissors -	Garilla	(Nickel Coated)	nos	5		
50	Short hand Pad	Rajdhani		nos	50		
51	Staple Pin Packet medium	Kangaroo	24/6	nos	20		
52	Staple Pin Packet small	Kangaroo	1mm(No-10)	nos	100		
53	Stapler Machine small	Kangaroo	No-10	nos	50		
54	Stapler Machine big	Kangaroo	7mm(23/17-H)	nos	5		
55	Stapler Machine medium	Kangaroo	24/6	nos	20		
56	Sutuli	Good quality		50gm per bundle	20		
57	Tag	Good quality	cotton	bundle	500		
58	Thermos Flask	Milton	500ML	nos	6		
59	Thermos Flask	Milton	2lt Steel coated	nos	2		
60	Toilet wash liquid	Harpic	200/300 ML	nos	10		
61	White fluid pen	Cello		nos	100		
62	Xerox paper	JK	75 GSM	pkt	500		