

**OFFICE OF THE PRINCIPAL, ROURKELA H. S. SCHOOL, ROURKELA**

No. 447 / Dt. 09.03.2024

**QUOTATION CALL NOTICE**

Sealed quotations are invited from intending Authorized Registered Dealers having valid GST Registration Number, PAN Card, I.T. Return for the last 3 (Three) years 2021 – 22, 2022 – 23 and 2023 – 24 for supply Godrej Brand Student Bench / Desk, Office furniture and Fixtures with all fitting and fixing at Rourkela Higher Secondary School, Sector – 4 & Sector – 7, The detailed Quotation Call Notice documents can be downloaded from [www.rourkelacollege.com](http://www.rourkelacollege.com) on payment of Rs. 5000/- (Five thousand) only in shape of Demand Draft in favour of Principal, Rourkela H. S. School, Rourkela, payable at Rourkela. The quotation should accompany with,

1. EMD @ 1% of the total quoted rate in shape of Demand Draft (from any nationalized bank) payable at Rourkela.
2. Valid copy of GSTN.
3. Copy of Pan Card.
4. Certificate of Dealership of Godrej Company.

Quotation with the aforesaid document should be duly sealed in a cover and superscripted as "Quotation for supply, fitting and fixing of Godrej Brand Furniture & Fixtures". The last date of receipt of the Quotation is 18.03.2024 by 3:30 P.M. The Purchase cum Financial Committee of the H. S. School will Open the Quotations at 4:00 P.M. on 18.03.2024 The bidders or their authorized representations may remain present at the time of opening of the quotations. The undersigned reserve all right to reject any or all quotations without assigning any reason thereof. Sealed Quotations shall be sent through Regd. Post / Speed Post only.

*S. Pradyumn*  
Principal / PRINCIPAL  
Rourkela H. S. School,  
Rourkela  
ROURKELA

*S. Pradyumn*  
9/3/24



## DETAIL QUOTATION CALL NOTICE

Name of the Work:- "Supplying, fitting & fixation of Godrej Brand Office Furniture, bench cum Desk"

Starting Date of Sale of DQCN : 11.03.2024

Closing Date of Sale of DQCN : 17.03.2024 up to 3:30 P.M.

Last Date of receipt of DQCN : 18.03.2024 up to 3:30 P.M.

Date of opening of Quotations : 18.03.2024 up to 4:00 P.M.

Each Tender should be accompanied with :

1. Bid cost Rs. 5000/-
2. Requisite EMD. 1% of total quoted value
3. Attested photo copies of PAN cards.
4. Attested photo copies of GSTN.
5. Attested photo copy of Registration / Dealership Certificate.
6. Attested photo copy of Govt. approval if any.
7. Attested photo copy of experience certificate if any.
8. The detailed quotation call notice & bid documents may be downloaded from  
[www.rourkelacollege.com](http://www.rourkelacollege.com)

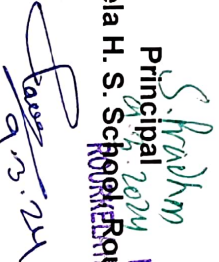
*S. Prashanth*  
Principal  
Rourkela College, Rourkela  
ROURKELA HIGHER SECONDARY SCHOOL  
ROURKELA  
9.12.24





**List of Godrej Brand Furnitures & Fixtures**

No.	Model	Quantity	Basic Price	GST	Total
1	2 Two Seater student Bench cum Desk with under shelf. GENI 2STR FR + RR PLT CHOCA SMS 1140W X 1095D X 707 H	3	4	5	6
2	Three Seater Student Bench cum Desk. GENI 3STR FR + RR PLT CHOCA SMS 1690W X 1095D X 707 H	30			
3	Hand rest chair for Teachers' Common Room Classic CH 7 B Leather Shine	50			
4	Greta 2.0 Full back chair with head rest	4			
5	Visitors chair Earl	10			

  
 Principal 2024  
 Rourkela H. S. School  
 ROURKELA  
 PRINCIPAL  
 ROURKELA  
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 ROURKELA

**GENERAL CONDITIONS OF DQCN FOR ROURKELA H. S. SCHOOL, ROURKELA**

1. All the quotation found genuine after opening should remain valid for a period of 30 days from the date of opening of the quotation.
2. Agreement in prescribed form of Rourkela H. S. School is to be drawn by the successful Bidder.
3. If any excess payment made to supplier / auth. Dealer is detected at any stage or is pointed by audit for recovery, then the same shall be recovered from the supplier / authorized dealer.
4. In case of dispute or selection, Purchase & Finance Committee's decision is final and binding on the Supplier / auth. dealer.
5. The quotation conditions will be treated as conditions of the contract.
6. The cost of materials shall be inclusive of all taxes and duties. No further claim in this regard will be acceptable by this office.
7. The rates shall be for the contract period. The supplier / auth. Dealer will not be covered under price escalation clauses.
8. Penalty clauses and all other terms and conditions (upto date and as applicable) as per standard form of agreement will be applicable to the contract and binding on the supplier / auth. Dealer.
9. The quotation should be filled up and signed Declaration Certificate attached herewith and submit the same along with the quotation papers.
10. Payment will be released in favors of the successful bidder after completion of the work subject to technical verification and satisfaction report by the purchase committee. No claim or subsidiary claims in any manner for any reason whatsoever by the supplier will be acceptable to this office. Delay in execution of the work by the supplier on the ground of non-payment will be a just and sufficient example of violation of the condition of contract and in such situation action as deemed fit will follow.



11. As security deposit, 3% of the gross bill amount will be recovered from payment bills, which will be released after Audit checking subject to no recovery detected by them. In case of any recovery found from the supplier as pointed out by the Audit or any other authorities/agencies, the action as appropriate will be taken to recover the same from the supplier of any amount as per prevailing rules.
12. The supply should be completed within the prescribed time of completion from the date of issue of work order failing which penalty will be levied as per 0.5% of agreement value per month. Extension of time will be not allowed at any circumstance.
13. The Principal has authority to make any alteration or addition to the original specifications. The supplier/auth. dealer shall be bound to carry out the work in accordance with the instructions.
14. The work or supply orders cannot be sublet by the supplier / auth. dealer under any circumstance.
15. The agency has to submit undertaking certificate towards free maintenance for the installed articles for period of two years. If any problem arises in the prescribed period the agency has to repair the same without demanding any financial assistant.

**Signature of the Bidder**

*S. Pathan*  
Principal  
Rourkela H. S. School, Rourkela  
PRINCIPAL  
ROURKELA  
HIGHER SECONDARY SCHOOL  
ROURKELA

*Rourkela*  
21.3.24