



CUTTACK MUNICIPAL CORPORATION

AT-CHOUDHURY BAZAR, PO-TELENGA BAZAR, DIST-CUTTACK, ODISHA

Ref : 8446

Date : 3/9/2021

QUOTATION CALL NOTICE

Secretary, Cuttack Municipal Corporation on behalf of Commissioner invites sealed quotation from the Registered Printing Firm/ Government Undertaking Firm/ Cooperative Organization/ Suppliers having valid GST for supply of **Printing Items** to the office of the CMC as per the items and specification mentioned below. The quotationer should submit the quotation in the office of CMC by **09.09.2021** upto **3.00 P.M.** through **Regd. Post or Speed Post** only addressed to the Joint Commissioner, Cuttack Municipal Corporation, Choudhury Bazar, Cuttack-753009. The authority shall not be held responsible for the postal delay, if any, in the delivery of the documents and non-receipt of the same in time. The quotations shall be opened on **09.09.2021 at 4.00 P.M.** in the office of the Joint Commissioner, CMC, Choudhury Bazar, Cuttack in presence of the Quotationer(s)/ authorised representative(s) of the Quotationer(s). The interested quotationer(s) may verify the detail size and specification of the items in the Record Room, CMC during the working hours.

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

Sl	Name of the Items	Specification	Quantity	Rate
1.	Fuel Coupon Book	As sample	1000 Nos.	
2.	Addition/Alteration Form	As sample	20000 Nos.	
3.	Attendance Form	As sample	10000 Nos.	
4.	Nominal Muster Roll	As sample	10000 Nos.	

Terms & Conditions :

1. The quotationer should submit the **EMD @ 1%** of the total quoted value in shape of Bank Draft in favour of Municipal Commissioner, Cuttack Municipal Corporation with quotation.
2. The quotationer should deposit or submit Bank Draft of Rs.600/- + GST 18% of the total quoted value as paper cost in favour of Municipal Commissioner, Cuttack Municipal Corporation with quotation
3. The quotationer should submit the quotation in the sealed envelope with detailed address, quotation No and date and subject of the quotation of the top of the envelop.
4. The quotationer should submit the up-to-date photocopies of GST, PAN No & TIN No. must be accompanied with the quotation.
5. The rate should be inclusive of all taxes.
6. The materials should be supplied within 7 (Seven) days from the date of issue of the supply order to the Record Room of CMC during office hour with own arrangement and risks.
7. The approved rate of the item shall remain valid for a period of **one year** from the date of issue of supply order.

Memo No. /Dt. 8447

Dt. 3.9.2021

SECRETARY

Copy to I/C Diary Section CMC/ Collector & District Magistrate, Cuttack/ Sub-Collector, Sadar Cuttack/ Tahasildar, Sadar Cuttack for information and requested to publish the same in your Notice board for wide publication. Sri **Bibhuti Bhusan Sahoo**, MIS Computer Programmer, CMC for information. Sri Sahoo is directed to upload the quotation in the official website of CMC i.e., www.cmccuttack.gov.in

SECRETARY



SAY NO

"Say No to Plastics"
"Keep Your City Clean & Green"
Tel : 0671-2308424, 2308517, 2308655(F) : email : mccmc@nic.in

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