



**GOVERNMENT COLLEGE OF ENGINEERING, KALAHANDI,  
BHAWANIPATNA**

No. GCEK/689

Date: 24-07-2024

**SHORT QUOTATION CALL NOTICE FOR SUPPLY OF  
STUDENT IDENTITY CARDS**

Sealed Quotations are hereby invited by the undersigned for Supply of Identity card of the GCE, Kalahandi Students as per terms & conditions outlined. The filled quotations along with the entire required document must reach in the office of the undersigned on or before 31<sup>st</sup> July 2024 by 05.00 PM. The Envelope containing the quotation would please be sealed and super scribed as under “**QUOTATION FOR SUPPLY OF IDENTITY CARD**”. The quotations will be opened in the office of the undersigned on 01/08/2024 at 3:30 PM. The detailed quotation call notice may be downloaded from [www.gcekbpatna.ac.in](http://www.gcekbpatna.ac.in). The undersigned reserves the right to accept or reject any or all quotation without assigning any reason thereof.

Sd/-  
PRINCIPAL

**TERMS AND CONDITIONS OF QUOTATION**

1. The quotations received after this deadline & unsealed shall not be entertained under any Circumstances whatsoever. In case of postal delay this College will not be responsible. The offer submitted by Email shall not be considered and no correspondence will be entertained in this matter.
2. Quotations must be in the enclosed prescribed Performa on the letter head of the firm duly signed by the Proprietor/ Partner/ Director or their authorized representative, In case of signing of quotation by the authorized representative letter of authorization must be attached with the quotation. Quotation must be sent to the office of the undersigned by Indian post/courier services.
3. Rates must be quoted in Indian rupees and as per the format specified taxes extra if any must be written separately.
4. Rates must be quoted FOR basis (including Freight charges, Insurance, installation etc.)
5. No overwriting or cutting is permitted in the rate. If found, the quotation shall be summarily rejected.
6. The rates quoted must be valid for 60 days minimum from the date of opening of the quotation and silence of any tendered on this issue shall be treated as agreed with this condition.
7. Becoming L1 will not be the criteria for awarding of purchase order unless the rates are reasonable & justified.
8. RTGS/NEFT details need to be furnished by the supplier with the quotation on the letter head of supplier/firm/agency.



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9. The firm/agency may satisfy the following conditions and attach self-attested copy of the same with the quotation: -
  - Supplier shall be registered with the Government of Odisha / Central Government.
  - The Supplier shall have valid GST/Other taxes and IT PAN.
  - The Supplier should not be black listed by any Govt. Agency/Dept.
10. Quotations qualified by such vague and indefinite expressions such as “subject to prior confirmation”, “subject to immediate acceptance” etc. will be treated as vague offers and rejected accordingly. Any conditional quotation shall be rejected summarily.
11. Delivery Period – within 30 days from Purchase order.
12. Liquidated Damage: - If the supplier fails to deliver the material on or before the stipulated date, then a penalty at the rate of 0.5 % per week of the total order value shall be levied subject to maximum of 10% of the total order value.
13. Payment Terms: Payment will be only after satisfactorily delivery / commissioning of material and after inspection by the Government College of Engineering, Kalahandi, Bhawanipatna.
14. Disputes: -In the event of any dispute or disagreement arising between the contractors
15. and any other department of GCE, Kalahandi with regards to the interpretation of “Terms & Conditions” of this inquiry, the same shall be referred to the Principal, GCE, Kalahandi whose decision will be final and binding upon the contractor.
16. GCE, Kalahandi reserves the right to increase or decrease quantity and / or amount of work. Decision of Quantity of material in the GCE, Kalahandi will be final in this regard.
17. Bidder must quote the product as per specification provided in Annexure 1.
18. Catalog must be attached with quotation for technical evaluation.
19. The Bidder must submit the GSTIN Registration and PAN Card self-attested copy with the quotation.
20. The supplier should submit the proof of one identity card for approval before printing all the identity cards.

Sd/-  
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Encl.: Annexure 1 (Specification)  
Annexure 2 (Format of price bid)



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**Annexure 1**

<b>S. No.</b>	<b>Particular</b>	<b>Specification</b>	<b>Required Qty</b>
1.	Identity Card	Size of Identity Card: 54x 86 mm horizontal card. PVC sticky card holder. Thickness of card holder 4-6 mm. Rope: Multicolour liner (Satin) Length min: 34 inches with college photo printed in Rope, 12 mm width. The rope is permanently attached with the card. The details of the students will be printed on one side of the card.	*600(approximately)

- Required quantity may increase or decrease by 20% and the exact quantity will be specified in Purchase Order.



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[On the letterhead of firm]

**ANNEXURE “2”  
PRICE BID FORM**

To

The Principal,  
GCE, Kalahandi.  
Bandopala  
Kalahandi-766003

Dear Sir,

1. I/We ..... Submitted the quotation for Enquiry No: GCEK/.....Dated..... “FOR SUPPLY OF STUDENT IDENTITY CARD AT GCE, KALAHANDI ” DUE ON 08/03/2024 at 05.00 PM.
2. I/We thoroughly examined, understood and accepted terms & conditions given in the enquiry document, failing which my quotation will be rejected out rightly.
3. I/We hereby offer to supply at the following rates.

S. No	Particular	Qty.	Price/Unit Exclusive of GST (INR)	GST/ Other Taxes	Price/ Unit Inclusive of GST (INR)	Total Cost Inclusive of GST (INR)

**Note:-**

1. The Bidder must submit the GSTIN Registration and PAN Card self-attested copy with the quotation otherwise quotation will be REJECTED.
2. The bidder must quoted their quotation only in above said format on the letter of firm otherwise quotation will be REJECTED.
3. Catalogue must be attached with quotation for technical evaluation.

Date \_\_\_\_\_ (Name) \_\_\_\_\_

Place \_\_\_\_\_ Name of Firm/Company/Agency \_\_\_\_\_

GSTIN No.: \_\_\_\_\_

Bank Name:- \_\_\_\_\_

Bank Account No.: \_\_\_\_\_



**GOVERNMENT COLLEGE OF ENGINEERING, KALAHANDI,  
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**IFSC Code:-** \_\_\_\_\_

**Branch Name:** \_\_\_\_\_

**Phone No.** \_\_\_\_\_

**Email:** \_\_\_\_\_

**(Signature of Authorized Person)** \_\_\_\_\_

**Seal:** \_\_\_\_\_