



OFFICE OF THE TAHASILDAR, LANJIGARH @ BISWANATHPUR

E-mail: tah.lanji-od@od.gov.in

No. **1480** / Date: 30/07/2025.

QUOTATION CALL NOTICE

Quotation in sealed covered are hereby invited from the intending suppliers/ firms for supply of the following equipments for use in Tahasil Office, Lanjigarh. The quotations should indicate clearly the rates (inclusive of all taxes), Quality and Name of the Company of the articles with the term and condition enclosed. The intending suppliers should have a valid GST registration number along with GST clearance certificate. The photocopies of the above certificates must be enclosed along with quotation. The payment shall be made by e-transfer to their account after due delivery of the articles and install in the Tahasil Office, lanjigarh.

The quotations will be reached to this office during office hours by 05.30 PM up to **13/08/2025 through Regd. Post** and which will be opened on Dt.14.08.2025 at 03.30 PM by the purchase committee in presence of supplier or of their authorized representative. The quotation received beyond the date & time shall not be taken into consideration.

The undersigned reserves the right to cancel any / all the quotations without assigning any reason thereof.

Sl.No.	Name of the Equipment (Annexure-B)
01	Laptop:-Intel core i5 13 th generation ,16GB ram /512gb SSD/Window 11 pro with essential original software, Monitor size-15.6", one year warrenty, colour silver, Bluetooth, Wi-Fi, Web Cam & Mic inbuilt.
02	Printer :-Monochrome laser printer with auto duplex feature (toner cartridge)

Memo No. **1481** /Niz.Date. 30/07/2025.


Tahasildar, Lanjigarh

Copy to Notice Board of this Tahasil for information of general public.

Copy to the District Informatic Officer, NIC, Kalahandi to upload in the website of NIC, Kalahandi for wide publication.

Copy to the Block Development Officer, Lanjigarh for information.

Copy submitted to the Addl. District Magistrate, Kalahandi /Sub-Collector,Bhawaniptna/Dharmagarh for information.


Tahasildar, Lanjigarh

**TERMS AND CONDITIONS FOR QUOTATIONERS FOR SUPPLY OF IT ITEMS TO THE
TAHASIL OFFICE LANJIGARH, DIST- KALAHANDI.**

01. The intending registered firms / Supply agencies / Authorized Dealers must have to attach the copy of their valid GST, PAN and IT return certificate at the time of submission of quotation and OEM (ISO 9001, 14001, ISO 2001, ISO 27001). Bid specific authorization, Microsoft Windows, Energy star 8.0 certificate copy, UL, Ro HS Certificate of at the products time of participation in the BID PROPOSAL.

02. The entity should not be blacklisted by the State/Central Govt. or by any other organization and to submit a declaration in that respect as attached.

03. All rates quoted should be inclusive of GST.

04. Any defective/damaged materials must be replaced by the questioner within 3 days of reporting by the Tahasil Authority.

05. The quotations as per specification given at Annexure B must be filled correctly & legible without any overwriting.

06. The successful bidder will have to supply the items within 3 days from the date of purchase order.

07. Labour Cost, transportation to the Tahasil and safe Installation cost will be come by the firm and the sponsored Technical Expert of the Firm will make all the items properly functional in the presence of the members of Purchase Committee.

08. The quotation documents will be submitted in a sealed envelope super scribing "SUPPLY OF IT ITEMS" through registered/speed post to the Tahasildar, Lanjigarh, Dist- Kalahandi, Pin- 766020 within the stipulated date & time.

09. The detailed specification of IT items is attached in Annexure-B and the items must be reputed Brands only.

10. The Committee reserves the right to accept/reject any or all quotations without assigning any reason thereof.

11. The authority will not be responsible for missing or delay of any quotation in transit .So no approach and claim by the Bidder in that respect will be entertained.

12. The Bidder must accept the payment for the procured Items either through Online Mode which is convenient to the Tahasil.

13. If any dispute arises, the matter shall be reported to the immediate Higher Authorities and their decision is final in that respect.

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30/07/25
Tahasildar,
TAHASILDAR
LANJIGARH

DECLARATION

I/We hereby certify that, the terms and conditions along with specification of items given in the quotation call notice have been read carefully and are acceptable to me/us.

Further, I/ We certify that my/our organization has not been blacklisted by any State/ Central Govt. or any other organization.

Place:

Signature with Seal of Authorized Signatory

Date:

(Annexture-B)

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