



**P.G. DEPARTMENT GEOGRAPHY  
Utkal University, Vani Vihar,  
Bhubaneswar- 751004, Odisha**

**No.: GEOG/69/2022**

**Date: 03.03.2022**

**TENDER CALL NOTICE**

Sealed quotations are invited by the undersigned from the reputed /authorized firms for purchase of Classroom desks and computers for modernization of laboratory. The full quotation should reach the undersigned on or before 23/03/2022 by registered/speed post only. The sealed quotations will be opened on the last day of submission of tender paper at 4.30 PM in the Department of Geography in presence of members of the Purchase Committee and tenderers or their authorized representatives. The details of items, specifications and other terms and conditions can be downloaded from the website [www.utkaluniversity.nic.in](http://www.utkaluniversity.nic.in). Form downloaded from the website must accompany ₹300.00 towards cost of tender paper. Payment of tender fee will be only through bank draft drawn in favor of **HOD, DEPARTMENT OF GEOGRAPHY, UTKAL UNIVERSITY** payable at Bhubaneswar. The authority reserves the right to cancel the tender at any time without assigning any reason thereof.

**Sd/-**

**HOD, Geography**



**P.G. DEPARTMENT OF GEOGRAPHY  
Utkal University, Vani Vihar,  
Bhubaneswar-751004, Odisha**

**Tender Paper  
For purchase of Classroom desks and Computers towards  
Modernization of Laboratory of WB-OHEPEE Programme, Utkal University  
For the session 2021-22**

**Financial year 2021-2022**



**P.G. DEPARTMENT OF GEOGRAPHY  
Utkal University, Vani Vihar,  
Bhubaneswar- 751004, Odisha**

**No.: GEOG/69/2022**

**Date: 03.03.2022**

**TENDER PAPER**

Sealed quotations are invited by the undersigned from the reputed /authorized firms for purchase of Classroom desks and computers towards Modernisation of Laboratory of WB-OHEPEE Programme, Utkal University for the session 2021-22. The quotations should reach the undersigned on or before 23/03/2022 by registered/speed post only.

**Terms and Conditions:**

1. Tenders are to be submitted in the prescribed format (enclosed) in the tender paper along with tender fee of Rs. 300/- in shape of a Bank Draft drawn on any Nationalized Bank in favour of **HOD, DEPARTMENT OF GEOGRAPHY, UTKAL UNIVERSITY** payable at Bhubaneswar. No cash payment shall be entertained in this regard.
2. Tender forms are not transferable.
3. Tender forms should be submitted in a sealed envelope along with the following documents.
  - a) GST or other certificate necessary for items.
  - b) Income Tax Clearance.
  - c) Declaration Certificate.
  - d) Non-assessment Certificate in case of Dealers / Stockist outside the State of Odisha.
  - e) Original Price list of 2021-2022 with seal and signature of the tenderer on all pages.
  - f) Original Authorization Certificate from the Company.
  - g) All rates should be inclusive of and C.I.F. up to the P.G Department of Geography, Utkal University, Bhubaneswar.
  - h) Installation charges, Delivery, Packing, forwarding charges etc. should be included in quoted price and no extra cost will be entertained after delivery.

**N.B.:**

1. Last date for submission of sealed tender paper is 23.3.2022 by 4.00 pm in the office of the Head, P.G. Department of Geography, Utkal University, Bhubaneswar-751004, Odisha
2. The sealed tender will be opened on 23.3.2022 at 4.30 PM in the Department of Geography in presence of members of the Purchase committee and tenderers or their authorized representatives.
3. The authority may accept/reject/cancel/change/modify any part or all Tender as a whole without assigning any reason thereof.
4. The Authority is not responsible for any postal delay.

## **DECLARATION**

**Dated: .....**

On behalf of our firm/company, we hereby declare that we will quote the same discount (i.e., as per price quoted for these items for Utkal University), if other Departments/offices within the Utkal University, Vani Vihar invites sealed tender for procurement of these items and other accessories during the financial year 2021-2022. Otherwise, participation in the tender process will be cancelled for the same financial year.

**Signature of the Authorized dealer/person with seal**

## Classroom desks/ Computers

### TENDER FORMAT

Dated: .....

Tender Form no: .....

**From:**

**M/S** \_\_\_\_\_  
\_\_\_\_\_

**To**

**The Head**

**P.G. Department of Geography, Utkal University, Vani Vihar, Bhubaneswar-751 004**

**Sub:** Supply of \_\_\_\_\_

Ref. Advertisement (name of the Newspaper ..... Date .....)

Tender fee Amount: Rs..... (Rupees .....) only in

shape of D.D in favor of **HOD, DEPARTMENT OF GEOGRAPHY, UTKAL UNIVERSITY** D.D No. ....

Dated: .....

Sl. No	Name of the item & the Brand	Quantity	Unit cost in total (F.O.R.)in INR	Discount (%)on catalogue prices,if any	Total	Remark
1.	Classroom Student desk – Godrej Geni1001DX	24 nos.				
2.	Desktop Computer – HP – All in one 24 Dp0888 in PC (50J01PA)	4 nos.				

**Signature of the  
Authorized Dealer/ Person with Seal**

