

**POST GRADUATE DEPARTMENT OF GEOGRAPHY,
UTKAL UNIVERSITY, VANI VIHAR, BHUBANESWAR-751004**

Letter No.: Geog/126/2024

Dated 04-05-2024

From

Prof. Kabir Mohan Sethy
Head, P.G. Dept. of Geography,
Utkal University, Vani Vihar,
Bhubaneswar

To

✓ The Professor InCharge,
Computer Centre, Utkal University,
Bhubaneswar.

Sub: Uploading tender papers for purchasing of Computers for laboratory of P.G. Department of Geography, Utkal University in the university website.

Dear Sir,

In inviting the subject cited above, I am enclosing here with the copies of tender papers to upload for purchasing of Computers for laboratory of P.G. Department of Geography, Utkal University in the university website.

Thanking You

Yours Faithfully

Encl: As above.


4.5.24.

Head
P.G. Dept. of Geography
Utkal University
Vani Vihar, BBSR-4



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

No.: GEOG/124/2024

Date: 04.05.2024

TENDER CALL NOTICE

Sealed quotations are invited by the undersigned from the reputed /authorized firms for purchase of computers for laboratory. The full quotation should reach the undersigned on or before 24/05/2024 by registered/speed postonly. 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. Form downloaded from the website must accompany ₹300.00 towards cost of tender paper. Payment of tender fee will be only through bankdraft 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 reasonthereof.

Sd/-

HOD, Geography



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

**Tender Paper
For purchase of Computers for Laboratory of P.G. Department of
Geography, Utkal University For the session 2024-25**

Financial year 2024-2025



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

No.: GEOG/124/2024

Date: 04.05.2024

TENDER PAPER

Sealed quotations are invited by the undersigned from the reputed /authorized firms for purchase of computers for Laboratory of P.G. Department of Geography, Utkal University for the session 2024-25. The quotations should reach the undersigned on or before 24/05/2024 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, P.G. 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 2024-2025 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 24.05.2024 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 24.05.2024 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 2024-2025. Otherwise, participation in the tender process will be cancelled for the same financial year.

Signature of the Authorized dealer/person with seal



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.	Desktop Computer – HP – All in one 24 Dp0888 in PC (50J01PA)	10 nos.				

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