



OFFICE OF THE
MUNICIPAL COUNCIL, KEONJHARGARH

At/P.O.-Keonjhar, Dist.-Keonjhar, Odisha, Pin-758001
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No 4190 /KGM

Date 24.06.24

QUOTATION CALL NOTICE

The Executive Officer, Keonjhar Municipality on behalf of Keonjhar Municipal council invites sealed quotations from the intending firms/ supplier having GST registration for supply of Office stationaries to Keonjhar Municipality for the year 2024-25 as per list in the reverse. The quotation will be received in the Office by the undersigned till dt.**04.07.2024 up to 05.00P.M.** through Regd. Post/Speed post only address to the **Executive Officer, Keonjhar Municipality, At/PO-Keonjhar, Dist-Keonjhar, PIN-758001.** No quotations shall be entertained after scheduled date & time and will not be considered. The quotation will be opened on dt.**05.07.2024 at 11.00AM** in the presence of the quotationers or their authorized representations. The detailed notice can be downloaded from our official website www.keonjhargarmc.in .The rate should be inclusive of all taxes and delivery charges to the Municipality Office. The quotationers are to enclose a sum of Rs.2000.00 as EMD in shape of DD in favour of Executive Officer, Keonjhar Municipality payable at Keonjhar along with the quotation.

The successful quotationer is required to supply the materials in bulk or as and when required basis through out of the aforesaid enforcement period. The quotationer is required to submit the copy of GST registration certificate, PAN card, failing which the quotations will be rejected.

The Authority reserves the right to reject any or all quotations without assigning any reason thereof and to open the quotations in case of absence of the quotationers or their authorized representatives on the scheduled date and time.

Executive Officer,
Keonjhar Municipality

Memo No. 4191 /KGM

Dt. 24.06.24

Copy submitted to the Project Director, DUDA, Keonjhar/ Project Director, DUDA, Keonjhar/ Sub-Collector, Keonjhar/ Tahasildar, Keonjhar / D.I.P.R.O, Keonjhar for kind information with a request to publish it in their office Notice board for general information and wide publication.

Executive Officer,
Keonjhar Municipality

Memo No. 4192 /KGM

Dt. 24.06.24

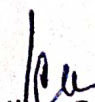
Copy to the Office notice board, Keonjhar Municipality for wide publication.

Executive Officer,
Keonjhar Municipality

Sl. No.	Name of the materials	Unit	Brand	Rate in Figure	Rate in Word
1.	A4 size paper (70 GSM)	Packet	JK Copier/ Image		
2.	A4 size paper (100 GSM)	Packet	JK Copier/ Image		
3.	A3 size paper (70 GSM)	Packet	JK Copier/ Image		
4.	Legal size Paper (70 GSM)	Packet	JK Copier/ Image		
5.	Exercise khata No.8	Each	-		
6.	Carbon	Packet	Kores		
7.	Stamp Pad	Each	Faber-Castell		
8.	Stamp Pad Ink (500ml)	Bottle	Good Quality		
9.	10mm Stapler	Each	Kangaro/ King		
10.	10mm Stapler Pin	Packet	Kangaro/ King		
11.	13mm Stapler	Each	Kangaro/ King		
12.	13mm Stapler Pin	Packet	Kangaro/ King		
13.	Guard File	Each	Good Quality		
14.	Cover File	Each	Quality		
15.	Flat File (Thick)	Each	-		
16.	Measurement Book	Each	Oxford		
17.	Gum Tube small	Each	Each		
18.	Gum (100ml.)	Bottle	Grape		
19.	Tag	Bundle	Good Quality		
20.	Calculator (150 step check and correct Desktop)	Each	CASIO		
21.	White Eraser	Each	Koresh/ Luxor		
22.	Paper weight	Each	-		
23.	Pencil Battery	Each	Duracell		

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24.	Rolling No.6	Binding Register	Each	-		
25.	Rolling No.10	Binding Register	Each	-		
26.	Rolling No.12	Binding Register	Each	-		
27.	Rolling No.20	Binding Register	Each	-		
28.	Rolling No.30	Binding Register	Each	-		
29.	Rolling No.40	Binding Register	Each	-		
30.	Single hole paper	Punching Machine	Each	Kangaro		
31.	Dual hole paper	Punching Machine	Each	Kangaro		
32.	Marker Pen		Each	Cello		
33.	Envelope (Medium size) 100Nos		Packet	-		
34.	Envelope (A4 size) 100Nos		Packet	-		
35.	Pen (10 nos)		Packet	Cello		
36.	Pencil (10 nos) with Eraser & Cutter		Packet	Apsara / DOMS		
37.	Sticky Notes (76 x 76mm)		Packet	-		
38.	Steel Measurement scale		Each	-		
39.	Cello Tape 2inch size		Each	High Quality		
40.	Highlighter		Each			
41.	Metal Pen Holder		Each	Good Quality		
42.	Notepad (100pages)		Each	Good Quality		
43.	Notepad (200pages)		Each	Good Quality		


 Executive Officer,
 Keonjhar Municipality
 24/6/24