



ଗୃହ ନିର୍ମାଣ ଓ ନଗର ଉନ୍ନୟନ ବିଭାଗ, ଓଡ଼ିଶା ସରକାର
Housing & Urban Development Department, Govt. of Odisha

ଜଟଣୀ ପୌର ପରିଷଦ, ଜଟଣୀ
OFFICE OF THE MUNICIPAL COUNCIL: JATANI

ସ୍ଥାନ- ଜଟଣୀ, ଜିଲ୍ଲା- ଖୋର୍ଦ୍ଧା, ୭୫୨୦୫୦

At/Ps- Jatani, Dist-Khordha (Odisha), Pin-752050

E-mail – municipalityjatni@gmail.com, Phone. No. 0674- 2490826

QUOTATION CALL NOTICE

No. ୫୧୭୭ /Jatani, Date-୨୫/୧୦/୨୦୨୪

Sealed quotation is invited from the reputed & registered firms / agency for supply of following items as per the list and specification given below to this Municipality. The registered agencies are requested to submit the following documents along with the quoted rates excluding GST. The bidder will abide the terms & conditions as laid down below and submit the documents with bidding rate to the undersigned by registered post/ speed post or by in person drop the bid on or before 02.11.2024 by 12.30 PM. The bid will be opened in presence of bidders' on 02.11.2024 at 3.00 PM in the office chamber of the undersigned. The details of Quotation Call Notice will also available in Jatni Municipality web portal i.e www.jatnimunicipality.in.

The authority reserves the right for cancellation of the quotation call notice without any reason thereof.

Terms & Conditions:-

- Submit the registration copy of the company/ firm/ agency.
- Submit the EMD of Rs. 3000/- in shape of DD/BD/MPOS Receipt
- Submit Paper Cost Rs. 1000/- in shape of DD/BD/MPOS Receipt (In Favour of Executive Officer, Jatni Municipality)
- Submit copy of valid GST.
- Submit copy of IT Return.
- ID Proof of Proprietor/ Bidder

Executive officer

Jatni Municipality

Memo No. ୫୧୭୮ /Dtd ୨୫/୧୦/୨୦୨୪

Copy forwarded to the Office Notice Board, Jatni Municipality for information of general public.

Executive officer

Jatni Municipality

Memo No. ୫୧୭୯ /Dtd ୨୫/୧୦/୨୦୨୪

Copy forwarded to the Deputy Director, I & PR Department, Govt. of Odisha for information with a request to publish the same in one odia news papers, as per the I & PR rate.,

Executive officer

Jatni Municipality

Memo No. ୫୧୮୦ /Dtd ୨୫/୧୦/୨୦୨୪

Copy submitted to the Collector & District Magistrate, Khordha/ Project Director, DUDA, Khordha/ SE, PH, Bhubaneswar/ Executive Engineer, R & B Division, Khordha/ Executive Engineer, PH Division-III, Bhubaneswar, BDO, Jatni/ Tahasildar, Jatni/ AEE, PH Sub Division, Khordha/ AE, PH Section, Jatni/ District Information Officer, NIC, Khordha for information.

Executive officer

Jatni Municipality



**QUOTATION PAPER FOR SUPPLY OF DIFFERENT ITEMS FOR CONDUCT
OF DIFFERENT PROGRAMMES UNDER YOUNG GAMECHANGERS
INITIATIVE PROJECT IN RESPECT OF JATNI MUNICIPALITY**

QUOTATION CALL NOTICE NO. _____ / DATED _____

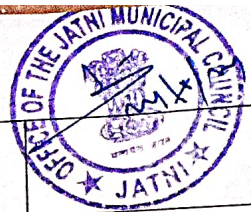
Name of the Bidder: - _____

Name of the Firm: - _____

(RATE TO BE QUOTED WITHOUT GST)

1. Office Stationary & Printing materials

Sl. No.	Item	Units Specification	Description /	Quantity	Rate quoted (In Rs.)
01	Printed Notebook (Spiral/ruled)		Required for meeting	01 Pc	
02	Printed Pen		Required for meeting	01 Pc	
02	Printed Paper Folder		Required for meeting	01 Pc	
03	Printed T-Shirt		For one day use (XXL & XL size)	01 Pc	
04	Printed bags		For meeting use only	01 Pc	
05	Printed Caps		For meeting use only	01 Pc	
06	Marker Pen (CB Marker)		Black, Blue & Green Colour	01 Pc	
07	Marker pen (Permanent Marker)		Black, Blue & Green Colour	01 Pc	
08	Leaflet		90 GSM Glossy paper	01 Pc	
09	Poster		90 GSM Glossy paper	01 Pc	
10	Post ID Card		Per Piece	01 Pc	
11	Suggestion Box		01 Ft X 01 Ft	01 Pc	
12	Card Board		Normal size	01 Pc	
13	Use & trough Pen		Blue/ Black colour	01 Pc	
14	Banner		Per Square feet	Per SQFT	
15	Standy		Per Square feet	Per SQFT	
16	Road crossing gate		10 X 3 ft two side & 14 X 3 ft upper (Per Square feet)	Per SQFT	



17	Hoarding Banner with Installation	Per Square feet	Per SQFT	
18	Normal Pen	For Office use only	01 Pc	
19	Register	04 Nos.	01 Pc	
20	Register	06 Nos.	01 Pc	
21	Register	08 Nos.	01 Pc	
22	Stapler	(Normal size)	01 Pc	
23	Stapler	(Large Size)	01 Pc	
24	Stapler Pin	(Normal Size)	01 packet	
24	Stapler pin	(Large Size)	01 Packet	
24	Sticky Notes	Per packet	01 Packet	

2. Catering Service

Sl. No.	Item	Units Specification	Description /	Quantity	Rate quoted (In Rs.)
01	Veg Meal	including 06 type of items		Per meal	
02	Non Veg Meal	including 06 type of items		Per meal	
03	Tiffin Packets	04 items with 02 sweets		Per Packet	
04	Water bottle	500 Ltr. with service charge		Per bottle	
05	Tea/ Coffee	One Cup		Per cup	
06	Service Charge	Per person per day		Per person per day	

3. Tent, Light & Sound Items on Hiring basis

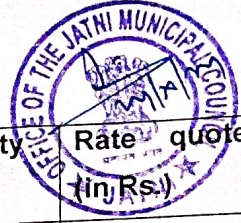
Sl. No.	Item	Units / Specification	Description	Quantity	Rate quoted (in Rs.)
01	VIP Chair		Steel with covering	01 each	
02	Plastic Chair		Handless	01 each	
03	Plastic Chair		With hand	01 each	
04	Round Table with cover		Plastic	01 each	
05	Foldable Table with cover		Plastic	01 each	
06	Podium		For meeting use	01 each	
07	Flower decoration of stage		Per Square Feet	Sqft	
08	Mat		Per Pc	01 each	
09	Red Carpet		Per Pc	01 each	



10	Tent Structure with Tarpaulin, ceiling & covering	Per Square Feet	Sqft	
11	Tent Structure with Tarpaulin & side covering only	Per Square Feet	Sqft	
12	Backdrop Structure with Bamboo & clothing	Per Square Feet	Sqft	
13	Sound System with 03 wireless Microphone, One microphone stand, 04 Speakers	01 set	01 Set	
14	Fan	Stand Fan	01 each	
15	Cooler	Large Size	01 each	
16	Halogen light with stand	Per Set	01 each	
17	Generator	Normal Size for power backup	01 hour	
18	Projector with Screen & Stand	8Ft X 8Ft	01 each	
19	Projector Screen Stand	8Ft X 8 Ft	01 each	
20	LED TV with Dish TV Setup	With all connection for live telecast (85 Inch)	01 Setup	
21	LED Wall Screen with Dish TV Setup	Per Square Feet	Sqft	
22	Hiring DG Set	For power backup	Per day	
23	Bouquet	Big Size	01Pc	
24	Bouquet	Normal size	01 Pc	
25	Uttari	Special matha	01 Pc	
26	Uttari	General Matha	01 Pc	

4. Hiring of Vehicle

Sl. No.	Item	Units / Specification	Description	Quantity	Rate quoted (in Rs.)
01	Hired Taxi without fuel	06 seater vehicle	(Rate to be quoted for one day use)	01 Vehicle	
02	Hired Taxi without fuel	04 seater vehicle	(Rate to be quoted for one day use)	01 Vehicle	
03	Fuel charges for 06 seater Hired Taxi (Diesel/ Petrol)	Distance to be covered with one Litre fuel		Distance per 01 Ltr.	
04	Fuel charges for 04 seater Hired Taxi (Petrol/ Diesel)	Distance to be covered with one Litre fuel		Distance per 01 Ltr.	



5. Photography & videography

Sl. No.	Item	Units Specification	Description /	Quantity	Rate quoted (in Rs.)
01	Photography	Steel photography without photo printing (Per day)		Per day	
02	Videography	Per day without editing of video		Per day	
03	Drone Camera	Per day without editing of video/ Photo		Per Day	
04	Printing of Photo	Post Card size photo		01 each	
05	Editing of Video with storage unit	Within 10 mins		For 10 mins	

6. Sanitation Works & supply of toiletries

Sl. No.	Item	Units Specification	Description /	Quantity	Rate quoted (in Rs.)
01	Cleaning & maintenance of YGI Laboratory Toilets, 02 nos. of Rooms, Pathway	On regular basis with monthly charges excluding GST		On monthly basis	
02	Harpic	01 Litre		Per Pc	
03	Phenyle	01 Litre		Per Pc	
04	Soap	Bathroom soap		Per Pc	
05	Sleeper	Toilet use		Per Pc	
06	Hand Wash	01 Litre		Per Pc	
07	Tissues	01 Packet (Toilet use)		Per Pc	
08	Toilet Brush	01 (02 Ft size)		Per Pc	
09	Basin Brush	01 (01 Ft size)		Per Pc	
10	Floor Wiper	01 (05 Ft size)		Per Pc	
11	Plastic Bucket	01 (15 Ltre capacity)		Per Pc	
12	Platic Mug	01 (01 Litre capacity)		Per Pc	
13	Lizol (Floor cleaning)	01 (01 Litre)		Per Pc	
14	Mop	01 (for floor cleaning)		Per Pc	
15	Broom	01 (02 Ft size)		Per Pc	
16	Dustbins	01 (Medium size)		Per Pc	
17	Black Trash Bags	For use in dustbins		Per Pc	
18	Bleaching bottles	01 KG		Per Pc	
09	Room Freshner	250 MI		Per Pc	



7. Supply of Other items

Sl. No.	Item	Units / Specification	Description	Quantity	Rate quoted (in Rs.)
01	First aid kit	Appollo Pharmacy		Per packet	
02	Water Kettle	01.7 Litre Capacity		Per PC	
03	Tea Powder	01 Kg		01 Kg	
04	Coffee Powder	100 Gm		100 Gm	
05	Sugar Packet	1 KG		01 Kg	
06	Milk Powder	01 Kg		01 Kg	
07	Disposable cups	For meeting purpose		01 Packet	
08	Disposable Plates	For meeting purpose		01 Packet	
09	Extension cord	05 Ft size		01 Pc	
10	Fire Extinguisher	For Office Building		01 Cylinder	
11	UPS	Dell/ Lenovo		01 Pc	
12	WiFi Extender with all fittings	30 Metre distance with wire connectivity		01 Pc	
13	Recharge of Jio FI/ WiFi	Per month		Per Month	
14	Supply & Installation of Aqua Guard	RO Technology		Per Pc	
15	Supply & Installation of Hand Dryer	For Toilet		Per Pc	
16	Supply & Installation of Inverter	For 03 Rooms with 12 hours power backup		Per Setup	
17	Supply & Intallation Soft board	(5 Ft X 03 Ft)		01 Pc	
18	Supply & Installation of CCTV cameras	02 Floors (04 Bullet Camera, 01 DVR, 01 Monitor, 01 coil wire)		01 Setup	
19	Light & Sound Box Stand	06 Ft		01 Pc	
20	HDMI Cable	10 Ft		01 Pc	
21	HDMI cable	03 Ft		01 Pc	
22	Booking of meeting Hall	100 capacity		01 Room	

- (a) No. of cutting _____
 (b) No. of over writing _____
 (c) No. of interpolation _____

Signature of Bidder _____
 Mob No. _____