



Annexure-I

OFFICE OF THE SUB-COLLECTOR, DHENKANAL

P.O./DIST- DHENKANAL, PIN-759001, TEL.NO: 06762 224625, E-MAIL: subcol.dhen-od@nic.in

No. XXXVIII-1/2026 534 /NIZARAT Date. 30.01.2026

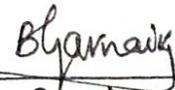
Standard Bidding Document

Quotation/Tender Call Notice

Sealed Quotation/Tenders are hereby invited from the intending Authorized firms/ dealers having valid GSTIN number and proof of filing GST return for last 3 quarters for procurement of Desktop, Printer & Scanner as per the specification specified in Annexure-II, for use in this office of the undersigned at FR Cell. The firms should quote the rate per unit prevailing market price including all taxes, duties, if any.

- The bidder shall provide a minimum one-year on-site comprehensive warranty for the all supplied items commencing from the date of successful installation and final acceptance by the purchaser.
- The tender paper should reach the office of the undersigned through Registered Post/ Speed Post only on or before 10.02.2026, 3.00 P.M which shall be opened on 11.02.2026 at 04.00 A.M.
- The bidders or their authorized representative shall remain present at the time of opening of the tender papers.

The undersigned reserves the right to cancel/ reject any or all the quotation without assigning any reason thereof.


30-01-2026
Sub-Collector, Dhenkanal

Memo No. 535 Dt. 30-01-2026

Copy to:-

1. Office Notice Board for information of General Public.
2. The Collector & DM, Dhenkanal/ the C.D.O-cum-EO, Zilla Parishad, Dhenkanal/ the Tahasildar, Dhenkanal / the BDO, Dhenkanal/ DPO Dhenkanal with a request to paste the above Quotation/Tender Call Notice in their Notice Board for information of General public.
3. The DIO, NIC, Collectorate, Dhenkanal with a request to upload the above notice in District Website for publicity.


30-01-2026
Sub-Collector, Dhenkanal

Annexure-II

Specification of Desktop & Multifunctional Printer.

Sl No	Items	Brand	Specification
1	Desktop	HP/ Lenovo/ Dell	<ul style="list-style-type: none">• Windows 11• Intel Core i3• RAM 8GB DDR4• SSD 512• 22-24 inch Display
2	Multifunctional Printer	HP/Canon	<ul style="list-style-type: none">• Laser Printer

B. Yamini

30-01-2026

Sub-Collector, Dhenkanal

[Signature]