



THE ORISSA MINING CORPORATION LIMITED
(A Govt. Of Orissa Undertaking)
DAITARI IRON ORE MINES.
DAITARI

NIT No- 02/OMC/MAT/DTR/09
13.02.2009

Dated

TENDER CALL NOTICE

(For supply of Computer Stationary materials for the financial year 2009-10)

Sealed tender in 2 parts i.e. "Techno Commercial Bid" & Financial Bid are invited from reputed suppliers for supply of Computer Stationary materials for the financial year 2009-10.

TERMS & CONDITIONS:

1. The intending tenderer must deposit earnest money of Rs,2,500.00 (Rupees Two thousand Five Hundred)only in shape of A/C. payee Demand Draft at either on Bank of India ,Daitari, Andhra Bank, Bamnipal OR State Bank of India, Jajpur Road Branch drawn in favour of OMC. Ltd., Daitari and the same should be furnished along with the **Techno Commercial Bid**. EMD of un-successful tenderer will be refunded within 15 days of finalization of the order.
2. The offers should be submitted in two separate bids. (a) Part-I"**TECHNO-COMMERCIAL BID**" which should contain EMD and all other relevant documents such as : i)Name of the bidder ii) Address of the registered office with telephone number , iii) Photo copies of PAN No iii) Photo copies of TIN/CST particulars along with up to date sales tax clearance iv) Documentary evidence if supplies made to any reputed Organizations
(b) Part-II "**FINANCIAL BID** " which should contain the rate, discount and the Tax applicable separately to be clearly written against each items/products as per the format
3. The validity of the price should be firm and applicable through out the financial year and supply shall be made in phases as per our requirement from time to time.
4. The tender documents in two parts will be available at the Material section on payment of Rs.500/- with 4% VAT by cash in the Accounts Section of Daitari from date 25.02.2009 to 05.03.2009 during the office hour on any working day. The details of the tender with the terms and conditions is also available in OMC web site: www.orissamining.com.. The cost of the tender paper @ Rs, 500/-along with 4 % VAT in case downloaded from the OMC website to be deposited along with the tender documents.
5. The techno commercial bid along with EMD and other requirements as specified above should be put in to a separate envelope and marked on the top of the envelope

as "Techno Commercial Bid". Similarly, the financial bid should be put in to a separate envelope marked as Financial Bid and both the bids are to be put into an another envelope with complete Address on the top of the envelope and submitted to the office of the Manager (Materials) by date 06.03.2009 up to 3 P.M. and the same will be opened at 3.30 P.M in presence of the tenderer or their authorized representatives. The bids are normally to be dropped in the box, kept at the office of the Manager (Mat) , Daitari. However bids can be sent also by Registered post to the Manager (Matl) , Daitari and the same should reach before the due time.

6. The Management reserves rights to cancel all or any of the tender without assigning any reason thereof.

Regional Manager

**TECHNO COMMERCIAL BID FOR SUPPLY OF COMPUTER STATIONARY
MATERIALS DURING THE FINANCIAL YEAR-2009-10.**

1. Name of the Bidder:

2. Address of the Bidder
With Telephone No.:

3. Particulars of EMD
 - a)Name of the Bank,
 - b) DD No. & Date,
 - c) Amount

4. PAN No. (Xerox Copy):

5. TIN No. /CST particular & Sale Tax clearance up to date:

6. Details supply of Computer Stationary Materials:-

To any Govt. /Quasi Govt. /PSU. Organization last year. (Xerox copy to be enclosed)

Signature of the Tenderer

TERMS & CONDITIONS

Destination: Central Store, Daitari, OMC Limited.

Mode of Dispatch :(i) By your own arrangement.

Delivery: Materials must be delivered within 30 days from the dated of receipt of purchase order as per specification.

Penalty: In case of any delay in supply, the undersigned reserves the right to cancel the order.

Packing &

Forwarding: At your cost.

Insurance: At your cost.

Claims of Carries: In case of loss or damage during transit the supplier has to wait for payment till the claim against carrier insurer is settled.

Insurance: The supplier has to provide necessary assistance to the consignee for lodging claim.

Instruction for Billing: Bill(s) copy along with required documents as per the term of the PO may be submitted obtaining acknowledgement from the purchase

department. The purchase Dept. will return the bills submitted without requirement of PO and incomplete documents within 3 days from the date of receipt to the party.

Inspection: All materials after being received at site will be inspected by Inspector(s) nominated by the Orissa Mining Corporation Limited. Materials supplied if found to be defective, substandard not to the satisfaction or otherwise unsuitable supplier within 3 days from the date of inspection or otherwise unsuitable supplier within 3 days from the dated of inspection with instruction to collect the defective materials at his own cost.

Bank Charge: All bank charges that may arise for what so ever shall be to the account of the party.

Pre Dispatch Inspection: The undersigned reserves rights to inspect the materials prior to dispatch from the supplier's go down/works.

Variation of Quantity: The undersigned reserves right to increase or decrease of the quantities mentioned in this purchase order.

Packing slip: The supplier shall send packing slip with each consignment duly filed in and complete in all respect.

Payment: 1) 100% payment will be made against delivery of materials as per specification and quantity at site, with due inspection and stock entry report of the authorized person of the Corporation.

2) The payment would be released to the party within 15 days from the dated of receipt of the Bill/materials whichever is later.

3) If the party fails to get his payment as per the stipulated date as mentioned above in the Clause No.2 he may contact Manager(Materials) on Tel.No.06726-248726 & R.M. Tel.No.06726-248722 regarding his payment . The party may contact MD over Tel No.0674-2411778 if he fails to get his payment even after 15 days from the stipulated date.

Earnest Money: Earnest Money if any is liable to be forfeited in case the supplier fails to supply materials in time or in accordance with terms of this Purchase Order.

Legal Dispute: Legal dispute if any concerning this purchase shall be subject to the courts exercising civil jurisdiction over Bhubaneswar.

Consignee: The Manager (Materials), Daitari OMC Ltd.

Signature of the Tenderer
(Seal)

M/s

PRICE BID

COMPUTER STATIONERY MATERIALS FOR THE YEAR 2009-10

Sl.No.	Description	Make	Quantity	Rate /each	Tax, if any
1	Paper 60GSM 10 x12x3 (3 part)Perforated- 4 Inch	As Per Sample	90 pkts		
2	Paper 60GSM 10 x12x3 Plain	As Per Sample	10 Pkt		
3	Printer cartridge LX 800	Wipro	40 nos.		
4	Printer cartridge LQDSI-5235	Wipro	12 nos.		
5	Copier paper A4	Bilt Image	400 pks.		
6	Copier paper F/S	Bilt Image	10 pks.		
7	Cartridge inkjet model 2608, 853 black	HP	10 nos.		
8	Cartridge inkjet model 2608, 857 colour	HP	4 nos.		
9	Cartridge inkjet model 6208, 852 black	HP	10 nos.		
10	Cartridge inkjet model 6208, 855 colour	HP	4 nos.		
11	Cartridge laser jet 1015, 2612 A	HP	40nos.		
12	Toner kit 1560/1650 Toshiba	HCL	5 nos.		
13	Toshiba Toner(T-1640D)NET-675 g	HCL	7 nos.		
14	CD RW	Moserbaer	30 nos.		
15	CDR	Moserbaer	20 nos.		
16	Optical Scroll Mouse	HP	5 nos.		
17	Standard Keyboard	HP	5 nos.		
18	Flash Drive (2GB)	Transcend	5 nos.		

**Signature of the Tenderer
(Seal)**