

ଆଦିବାସୀ ଭାଷା ଓ ସଂସ୍କୃତି ଏକାଡେମୀ

**ACADEMY OF TRIBAL LANGUAGES & CULTURE
(ST & SC DEVELOPMENT DEPARTMENT, GOVT. OF ODISHA)**

**Adivasi Exhibition Ground, Unit-1, Bhubaneswar-751 009
Tele. /Fax – 0674- 2597821, Email – atlcbbbsr_08 @ yahoo.com**

No. 651 /ATLC., Bhubaneswar, the Dated...02.07..... 2021.

QUOTATION-CALL-NOTICE

Academy of Tribal Languages & Culture (ATLC), Bhubaneswar invites sealed quotations from the reputed Agencies/ Firms/ Co-operative Societies and others fulfilling the eligibility criteria and terms & conditions as at **Annexure- I**, to supply Office Stationary, Electrical Fittings, Accommodation Facilities, Food & Refreshment, etc. for organization of different workshops/ training programmes/ events by ATLC and SCSTRTI during 2021-22. The interested Supplier/Agencies may submit their technical and financial bid documents in prescribed format (Annexure-II series) in separate sealed covers addressed to the Member Secretary, ATLC by 16th July, 2021, 3 pm. All sealed quotations received up to 16th July, 2021, 3 pm, will be opened on the same day at 4pm in presence of the members of the selection committee and representatives of the bidder firms in ATLC. The details of the Quotation-call-Notice are available in the website [www. atlcodisha.org/](http://www.atlcodisha.org/) www.scstrti.in

The incomplete quotations or the quotations received beyond the dateline are liable for rejection.

The authority reserves the right to cancel any or all Quotation-call-Notice without assigning any reason thereof.


2.7.21
Member Secretary

ELIGIBILITY CRITERIA / TERMS AND CONDITIONS

1. The bidder/firm/agency should have Valid Registration/ GST Registration/ Dealership Certificate and PAN with up-to-date Income Tax clearance certificate. (the copy of the documents should be submitted along with technical bid documents)
2. A Demand Draft drawn in favour of Member Secretary, ATLC towards EMD ((i)Accommodation facilities-5,000/- (ii) Food & Refreshment- 5,000/- (iii) Electrical Fittings- 5,000/- (iv) Stationary – 5,000/-) to be submitted along with the sealed quotation, which will be returned to the unsuccessful bidders after selection process is over.
3. As regards supply of stationery & electrical fittings, the branded items will be preferred only and there shall be no compromise with quality of materials.
4. Claim of GST will be separately made in the bill.
5. Supply order will be placed as and when required subject to availability of funds.
6. Exemptions claimed if any, shall be supported with Govt. orders/ circulars etc.

Financial Bid for Accommodation Facilities & Other Logistics

Sl No.	Description of the Materials	Unit	Unit Cost
1.	LCD Projector & Screen (with Laptop)	1 (per day/ per set)	
2.	LCD Projector & Screen (without Laptop)	1 (per day/ per set)	
3.	Sound System with Microphones	1 (per day/ per set)	
4.	Room Cooler	1 (per day/ per set)	
5.	Flex Banner (size 8ft X 3ft)	Per Sq. ft.	
6.	Bed, Bed sheet, Pillow, Bucket, Mug etc.	1 set per day	
7.	Pedestal Fan	1 no.	
8.	Sanitation for entire accommodation rooms, Training halls, Bath rooms, Latrine & Urinals Campus etc. (3 times a day with labour & sanitary materials)	Per day	
9.	Generator (Sound less) 125 KVA with Fuel	Per day	
10.	Generator (Sound less) 85 KVA with Fuel	Per day	
11.	Identity Card with Tape	Per pc.	

Financial Bid for Supply of Food & Refreshment

Sl. No	Specification	Cost	Rate
Lunch and Dinner			
1	(A) Menu for Veg Meal i) Plain Rice ii) Dal iii) Special Veg. curry – (paneer motor masala/Chhole Paneer/ Alu Paneer Kopta/ Alu Mushroom) iv) Bhaji – (Tawabhaji/ Chhana bhaji) Saga Mung v) Khatta – (Tamato/ Pineapple/ Ambul Rai/ Raita)		
2	(B) Menu for Non- Veg Meal i) Plain Rice ii) Dal iii) Non veg Curry – (Chicken Masala/ Fish Curry/ Fish Fry) vi) Bhaji– (Tawabhaji/ Chhana bhaji) Saga Mung iv) Khtta - (Tamato/ Pineapple/ Ambul Rai/ Raita)		
Breakfast			
1	Upama with Alu Buta Curry, Sweets and Tea or Puri, Dalma & Sweets with Tea or Idli with Alu motor Curry & Sweets and Tea		
Evening Tiffin			
1	Bara, Singara, Veg Chup, Aluchup, Pakoda, and Tea (per cup)		
2	Hi-Tea/ Tea/ Coffee		

N. B;

- i) Either the lunch or dinner for every day must be non-veg.
- ii) Provision of adequate mineral water for participant while dinning.
- iii) Provision of adequate mineral water in accommodation places.

Annexure- II (c)

Financial Bid for Office Stationary

SI No.	Description of the Materials	Unit	Unit Cost
1	Ball Pen	1 Pkt	
2	Gel Pen	1 Pkt	
3	Sketch Pen	1 Pkt	
4	A4 Paper	1 Pkt	
5	High Lighter	1 Pc	
6	Duster	1 Pc	
7	White Board Marker pen	1 Pc	
8	Flip Chart	1 Pc	
9	Chart Paper	1 Pc	
10	Folder	1 Pc	
11	L Folder	1 Pc	
12	Conference Folder	1 Pc	
13	Pencil	1 Pkt	
14	Eraser	1 Pkt	
15	Sharpener	1 Pkt	
16	Permanent Marker pen	1 Pkt	
17	Binder Clip	1 Pkt	
18	Gold Ten Stapler	1 Pc	
19	Double Hole Punch	1 Pc	
20	Single Hole Punch	1 Pc	
21	200ml Glu	1 Pc	
22	A4 envelop	1 Pc	
23	11 x 5 envelop	1 Pc	
24	Samp Pad (medium size)	1 Pc	
25	Samp Pad ink	1 Pc	
26	Glu stick	1 Pc	
27	Craft Paper	1 Pkt	
28	2 inch tape	1 Pc	
29	1 inch tape	1 Pc	
30	No 10 Stapler Pin	1 Pc	
31	Jems Clip	1 Pc	
32	Push Pin	1 Pc	
33	Alpin	1 Pkt	
34	Scissor	1 Pc	
35	Cotton Tag	1 Pkt	
36	Flat File	1 Pc	
37	Hand Sanitizer		
38	Surface Sanitizer		
39	Face Mask		

Financial Bid for Electrical Fittings

Sl. No	Name of the Materials	Unit	Rate
1	Wall Fan (Usha/ Orient/ Havels)etc.	Each	
2	Single pole MCB 6 Amp to 32 Amp	Each	
	32 DP MCB	Each	
	63DP MCB & 63 4P MCB	Each	
3	LED office Street light (30 watt)	Each	
4	Service wire 1.5 mm	Per coil	
	2.5 mm	Per coil	
	4.00mm	Per coil	
	6.00mm	Per coil	
5	6 Amp. Switch	Each	
	16Amp. Switch	Each	
6	6 Amp. Socket	Each	
	16 Amp. Socket	Each	
7	4 way nano	Each	
	6 way nano	Each	
8	6 Amp 3 pin Top	Each	
	16 Amp 3 pin Top	Each	
9	Regulator	Each	
10	Indicator	Each	
11	100 Amp. TPN Main Switch	1 set	
12	Fuse	Each	
13	Capacitor	Each	
	70 watt. Sodium Capacitor	Each	
14	30 watt. Led Choke	Each	
15	LED Lamp 9 watt.	Each	
	12 watt	Each	
	15 watt	Each	
	70 watt.	Each	
16	70 watt. Igniter	Each	
17	36 watt. Tube light fitting	Each	