



CUTTACK MUNICIPAL CORPORATION

Ref. No- : 586

XIII - 01/2021

Date : 13/11/2023

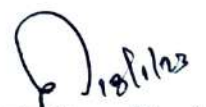
QUOTATION CALL NOTICE

Deputy Commissioner(Rev.), Cuttack Municipal Corporation on behalf of Commissioner invites sealed quotation from the Registered Firms/ Government Undertaking Firms/Dealers/ Suppliers having valid GST for supply of Printing items as mentioned in **Annexure-A** to the office of the C.M.C as per the specification mentioned in annexure. The quotationer should submit their quotation in the office of C.M.C by **Dt. 21.01.2023 Upto 3.00 P.M** through **Regd. Post or speed Post** only addressed to the Deputy Commissioner (Rev.), Cuttack Municipal Corporation, Choudhury Bazar, Cuttack-753009. The authority shall not be held responsible for the postal delay, if any, in the delivery of the documents and non-receipt of the same in time. The quotations shall be opened on **Dt. 21.01.2023 at 4.00 P.M.** in the office of the Deputy Commissioner (Rev.), C.M.C, Choudhury Bazar, Cuttack in presence of the Quotationer(S)/ authorized representative(s) of the Quotationer(s).

The authority reserves the right to reject any or all the quotations without assigning any reason thereof.

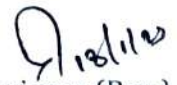
Terms & Conditions :

1. The quotationer should deposit or submit Bank Draft of Rs. 2000/- + GST 18% of the total quoted value as paper cost in favour of Municipal Commissioner, Cuttack Municipal Corporation with quotation.
2. The quotationer should submit the quotation in the sealed envelope with detailed address, quotation No. and date and subject of the quotation of the top of the envelop.
3. The quotationer should submit the up-to-date photo copies of GST,PAN No. & TIN No. must be accompanied with the quotation.
4. The rate should be inclusive of all taxes.
5. The materials should be supplied within 7 (Seven) days from the date of issue of the supply order to the Record Room of C.M.C during office hour with own arrangement and risks.
6. The approved rate of the item shall remain valid for a period of **one year** from the date of issue of supply order.


Deputy Commissioner (Rev.)
Cuttack Municipal Corporation

Memo No. 587 /Dt. 13/11/2023

Copy to the I/C Diary Section, CMC/ Collector & District Magistrate, Cuttack/ Sub-Collector, Sadar Cuttack/ Tahasildar, Sadar Cuttack for information and requested to publish the same in your Notice board for wide publication. Sri Bibhuti Bhusan Sahoo, MIS Computer Programmer, CMC for information Sri Sahoo is directed to upload the quotation in the official website of CMC i.e. **www. Cmccuttack.gov.in.**


Deputy Commissioner (Rev.)
Cuttack Municipal Corporation

CUTTACK MUNICIPAL CORPORATION

CHOUDHURY BAZAR, CUTTACK-753 009

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Date:-

ANNEXURE-A

Sl. No	Item	Specification	Qty	Rate / Each (Inclusive of GST)
1	Cashier Cash Book	As per sample	10 Nos	
2	Cashier Daily Collection Register(TIPA)	As per sample	10 Nos	
3	Accountant Cash Book	400 Pages 200 Pages	2 nos 1 Nos	
4	Journal Book	800 Pages 400 Pages	1 nos 1 Nos	
5	Cheque Issue Register (200 Pages)	200 Pages	2 Nos	
6	Absentee Statement form	As per sample	10000	
7	Primary Register (100 Pages)	As per sample	10 Nos	
8	Log Book (100 Pages)	As per sample	30 Nos	
9	Letter Issue Register (100 Pages)	As per sample	20 Nos	
10	Garbage Collection Coupon Book	As per sample	300 Nos	
11	Self Assesement Form(Holding)	As per sample	15000 nos	
12	Demand Notice Form	As per sample	20000 nos	
13	Notice of Assessment Form	As per sample	20000 nos	
14	Draft Assesemnt/Reassessment Form	As per sample	20000 nos	
15	Peon Book (100 Pages)	As per sample	50 nos	
16	Letter received Register (100 Pages)	As per sample	20 Nos	
17	Survey of Holding Licence Form	As per sample	50000 nos	
18	NFBS Enquiry Form	As per sample	20000 nos	
19	Order Sheet	As per sample	20000 nos	
20	Application for issue of Fresh/Renewal of Trade Licence Form	As per sample	20000 nos	
21	Trade Licence Survey Form	As per sample	20000 nos	
22	ଦ୍ରବିଷ୍ଟ୍ର ଯୋଜନା ସହାୟତା ଆବେଦନ ଫର୍ମ	As per sample	20000 nos	
23	ମଧୁବାବୁ ପେନସନ ଦରଖାସ୍ତ ଫର୍ମ	As per sample	20000 nos	
24	ଜାତୀୟ ପରିବାର ମଙ୍ଗଳ ଯୋଜନା ଦରଖାସ୍ତ ଫର୍ମ	As per sample	10000 nos	
25	ଜାତୀୟ ପରିବାର ଅନୁସନ୍ଧାନ ଫର୍ମ	As per sample	10000 nos	
26	ଇନ୍ଦିରାବାଜା ଜାତୀୟ ବାର୍ଦ୍ଧକ୍ୟ/ବିଧବା ଭତା ଦରଖାସ୍ତ ଫର୍ମ	As per sample	10000 nos	
27	ପ୍ରଧାନମନ୍ତ୍ରୀ ଆବାସ ଯୋଜନା ଫର୍ମ	As per sample	20000 nos	

Deputy Commissioner
Cuttack Municipal Corporation



"Say No to Plastics"
"Keep Your City Clean & Green"

Tel : 0671-2308424, 2308927, 2308517, 2308655(F) : email : mccmc@nic.in

SAY
NO