



CUTTACK MUNICIPAL CORPORATION

AT-CHOUDHURY BAZAR PO-TELENGA BAZAR DIST-CUTTACK ODISHA

CMC-SSS-PUR-0002/2026

Ref 5036

Date 27-04-2026

QUOTATION CALL NOTICE

Cuttack Municipal Corporation invites herewith sealed quotation from the bonafide & Registered Firm / Government Undertaking firm / Cooperative Organization / Suppliers having valid GST for following Items. The quotation should reach the undersigned by 12.05.2026, up to 3.00 P.M. through Regd. Post or Speed Post only, addressed to the Deputy Commissioner, 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 12.05.2026 at 4.00 P.M. in the office chamber of the undersigned in presence of the bidders or their authorized representatives.

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

Sl No	Name of the Items	Size & Specifications	Qty. in Numbers
1	Copier Paper	Jk A4, 75 gsm	300 pkt.
2	Excel Bond	Jk A4, 100 gsm	30 pkt.
3	Kinife	Stainless Steel (Plastic handle) Good Quality	30 Nos.
4	Correction Pen	Kores Smart Correct White Ink	30 Nos.
5	AAA Battery	Panasonic	50 Nos.
6	Paper Weight	Round Type (Good Quality)	30 Nos.
7	Cup and Plate Set	Laopala	12 Set.
8	Cup	Laopala	40 Nos.
9	Tea Tray (Small)	Good Quality (As per Sample)	10 Nos.
10	Tea Tray (Big)	Good Quality (As Per Sample)	10 Nos.
11	Steel Spone (Lunch)	Good Quality (As per Sample)	20 Nos.
12	Phool Jhadu	Good Quality (As Per Sample)	50 Nos.
13	Lunch Plate	Diameter 270 mm Cosmo	12 Nos.
14	Highlighter Pen	Make: Kores	30 Nos.
15	Rubber Tag	Good Quality (500 gms pkt) As per Sample	10 Pkt.
16	Naphthalene balls	1 kg pkt (Good Quality)	5 Pkt.
17	Dot pen (Single side)	LINC (Good Quality)	20 Nos.
18	Dot pen (Both side)	LINC (Good Quality)	20 Nos.



"Say No to Plastics"

"Keep Your City Clean & Green"



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



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AT-CHOUDHURY BAZAR PO-TELENGA BAZAR. DIST-CUTTACK. ODISHA

19	Calclater	12 digits (Casio)	20 Nos.
20	Plastic Scale	Make: Natraj 12"	20 Nos.
21	Glass Cover	Round Type Plastic (Good Quality)	20 Nos.
22	Staple Pin (Big)	Kangaroo 24/6 -1m (20 Boxes) 20x50	10 Pkt.
23	Lifebuoy Soap	75 gsm	100 Nos.
24	Harpic	500 ml	50 Nos.
25	Tissue Paper	Face Tissue (Good Quality)	5 Pkt.
26	Dustbin	Plastic, Good Quality 12" (As Per Sample)	30 Nos.
27	Thoromoflask (Thermosteel)	Make: Milton 500 ml.	10 Nos.
28	Phodani	Plastic handle (Good Quality)	20 Nos.
29	Pencil	Make: Natraj	30 Nos.
30	Stamp Ink	Camel 25 ml. Bottle	30 Nos.
31	Stamp Pad	Faber- Castell, Size: 11 cm x 6.9 cm (Good Quality)	30 Nos.
32	Seizure	Plastic handle, Size: 8.5 cm (Good Quality)	24 Nos.
33	Measurement Tape	30 mtrs. (Plastic) Good Quality, As Per Sample,	20 Nos.
34	Measurement Tape	15 mtrs. (Plastic) Good Quality, As Per Sample,	20 Nos.
35	Cover File	Good Quality (As per Sample)	50 Nos.
36	Gum	Make: - Fevi Gum, 200 ml	50 Nos.
37	Notional flag (Big)	Size: 6'.6" x 4'.6", Good Quality	5 Nos.
38	Pen Stand	Make: Kebica 4 Pen	5 Nos.
39	Bucket (Plastic)	20 Ltrs (Good Quality) As Per Sample	40 Nos.
40	Mug (Plastic)	1500 ml (Good Quality) As Per Sample	40 Nos.
41	Binding Rolling Register No-6	As Per Sample (Good Quality)	40 Nos.
42	Binding Rolling Register No-10	As Per Sample (Good Quality)	30 Nos.
43	Binding Rolling Register No-12	As Per Sample (Good Quality)	30 Nos.
44	Binding Rolling Register No -16	As Per Sample (Good Quality)	30 Nos.
45	Binding Rolling Register No -20	As Per Sample (Good Quality)	50 Nos.



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46	Binding Rolling Register No-24	As Per Sample (Good Quality)	30 Nos.
47	Binding Rolling Register No-30	As Per Sample (Good Quality)	50 Nos.
48	Binding Rolling Register No-40	As Per Sample (Good Quality)	30 Nos.
49	Binding Rolling Register no-48	As Per Sample (Good Quality)	20 Nos.
50	Stationery Stock Register (Daily)	Ledger Paper 90 gsm, 300 pages with Numbering, Best Quality hard board binding	1 No.
51	Stationery Stock Register (Monthly)	Ledger Paper 90 gsm, 300 pages with Numbering, Best Quality hard board binding	1 No.
52	Birth Application Form	Paper-70 gsm, white, Size: 8.7" x 7" Single Side Printing	10,000 Nos.
53	Death Application Form	Paper-70 gsm, white, Size: 8.7" x 7" Single Side Printing	10,000 Nos.
54	Shop Room Demand Register	Paper- 70 gsm white,300 Pages with numbering, Size- 13" x 8", Printing- Both side , Binding- Hard board binding.	10 Nos.
55	Vending Zone Demand Register	Paper- 70 gsm white,300 Pages with numbering, Size- 13" x 8", Printing- Both side , Binding- Hard board binding.	10 Nos.
56	Shop Room Cash Deposit Register	Paper- 70 gsm white,300 Pages with numbering, Size- 13" x 8", Printing- Both side , Binding- Hard board binding.	10 Nos.
57	Note Sheet	Ledger Paper 90 gsm (As per Sample)	5000 Nos.
58	Handwash Liquid (Dettol)	900 ml	20 Nos.
59	Handwash Liquid (Dettol)	200 ml	40 Nos.
60	Wiper (Big)	As Per Sample (Good Quality)	20 Nos.
61	Wiper (Small)	As Per Sample (Good Quality)	20 Nos.
62	Black Pheneol	Bengal Chemicals (1ltr)	40 Nos



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63	Vim Bar	300 gram	20 Nos.
64	Cartridge	Make: HP 12A	4 Nos.
65	Cartridge	Make: HP 88 A	4 Nos.
66	Cartridge	Make: HP 77 A	2 Nos.
67	Cartridge	Make: Canon 057	2 Nos.
68	Cartridge	Make: Canon 337	2 Nos.
69	Cartridge	Make: Canon Fx-503	2 Nos.
70	Ink (Black)	Make: HP GT 53XL	2 Nos.
71	Ink (Magenta)	Make: HP GT 52XL	2 Nos.
72	Ink (Yellow)	Make: HP GT 52XL	2 Nos.
73	Ink (Cyan)	Make: HP GT 52XL	2 Nos.
74	Hand Gloves	Rubber type, free size (Good Quality)	50 Pairs

Terms & Conditions:

1. The quotationers should deposit Bank Draft of Rs. 2000 / + GST 18% as nonrefundable paper cost in favor of Municipal Commissioner, Cuttack Municipal Corporation with quotation.
2. The quotationers should submit the quotation in the sealed envelope with detailed address, Quotation Call Notice Number and Date & subject of the quotation on the top of the envelope.
3. The quotationers should submit the GST Certificate along with up-to-date GST return and Copy of the PAN.
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 Store & Stationery Section of CMC in Good Condition 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.

[Signature]
Deputy Commissioner (S & S)

Cuttack Municipal Corporation

Memo No. 5037 / Date 27-04-2026

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 and he is directed to upload the quotation in the official website of CMC i.e., www.cmccuttack.odisha.gov.in

[Signature]
Deputy Commissioner (S & S)

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