



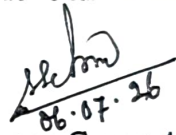
OFFICE OF THE ODISHA STATE HANDLOOM WEAVERS COOP. SOCIETY LTD.
Handlooms, Textiles & Handicrafts Deptt. Govt. of Odisha

No. 1683

Date 06.07.2026

boyanka
QUOTATION CALL NOTICE

Name of the work :- Supply of **Computer Materials, Packing Materials, Stationary & Sanitary Materials** to Odisha State Handloom WCS Ltd, **Boyan Bhawan, Kharavela Nagar, Unit III, Bhubaneswar**. The last date and time of submission of quotation is **31.07.2026 at 5.00 PM**. For details please visit our website **www.boyanka.com**.


06.07.26
**G.M-cum-Secretary
Boyanka**

No.....

Date.....

QUOTATION CALL NOTICE

Sealed quotations are invited from the interested parties for supplying of **Computer Materials, Packing Materials, Stationary & Sanitary Materials to Odisha State Handloom WCS Ltd, Boyan Bhawan, Kharavela Nagar, Unit III, Bhubaneswar** as per schedule/specification (enclosed). The rates to be finalized in this quotation process will be **valid up to 31.08.2027**. The bidders are required to most visit during working hours in the Store Section of Head Office at Boyan Bhawan, Bhubaneswar to verify & acknowledge the sample of Computer Materials, Packing Materials, Stationary & Sanitary Materials prior to quoting their rates. Quotations should be submitted in 2 (two) Bids - "Technical Bid" & "Financial Bid" in separate sealed cover containing in one sealed cover superscripted for supplying of Computer Materials, Packing Materials, Stationary & Sanitary Materials to Odisha State Handloom WCS Ltd, Boyan Bhawan, Kharavela Nagar, Unit III, Bhubaneswar. The pre-qualification bid must be accompanied with the following documents.

1. EMD of **Rs.50,000.00** (Rupees fifty thousand) only in shape of Bank Draft drawn on any Nationalized/Scheduled Bank, in favour of Odisha State Handloom WCS Ltd., Bhubaneswar payable at Bhubaneswar.
2. Self attested photocopy of GST/GSTIN registration certificate & up to date return copies for the **last three financial years**.
3. Self attested photocopy of PAN & up to date Return Certificate of Income Tax for **last three financial years**.
4. Audited Statement of Accounts (Balance Sheet and Profit & Loss Account) of the firm for similar nature of business showing Turnover not less than **Rs.40.00 lakhs (Rupees Forty lakhs)** only for each of **last three financial years** and IT Return Acknowledgement.
5. Samples of items as mentioned in our guidelines to be presented before the committee on the day of opening of Technical Bid.



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6. Undertaking in shape of Affidavit for not have been blacklisted by any Central/State Govt. any Autonomous Bodies during the recent past as per **Annexure-A**.

7. Undertaking that no criminal case is pending with the police at the time of submission of bill as per **Annexure-B**.

8. Undertaking that the samples for supplying of Computer Materials, Packing Materials, Stationary & Sanitary Materials to be supplied have been duly verified as per **Annexure-C**.

9. Undertaking regarding trueness & correctness of the information submitted by the firm as per **Annexure-D**.

Any quotation not accompanied by requisite documents mentioned here in above is liable to be invalid.

The Financial Bid must be submitted in the prescribed format as per the schedule with the item wise rate per unit & total financial involvement for the entire work.

The tender should be submitted the office of the Managing Director, Odisha State Handloom Weaver Coop. Society Ltd., Boyan Bhawan, Kharavela Nagar, Unit III, Bhubaneswar latest by 5.00 PM on Dt. 31.07.2026 through Speed Post or Registered Post or Courier only. The Technical Bid will be opened at **11.30 AM on Dt.04.08.2026** in presence of the Quotationers or their authorized representatives. The Financial Bid in respect of the Quotationers qualified in Technical Bid will be opened at **11.30 AM on Dt.05.08.2026**.

The volume/numbers/quantity as mentioned in the scheduled is quite approximate & may vary up to any extent either way & work order will be placed in phased manner and payment shall be regulated on the basis of actual procurement and on the rates initially approved. For extra items the Quotationers will have to quote rate separately.



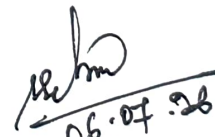
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For all such extra items, the authority reserves the right to pay the lowest of the rates quoted by the competing Quotationers. No advance shall be paid to the selected Quotationers for supply of materials. Payment shall be made only after completion of the supplying of materials.

All the Quotationers should fill the rate quoted in figures as well as in words. The quotation form may be filled in English and all entries made by hand and written in ink. Over writings in rate is not permitted. All corrections should be attested by the Quotationers with his initials as many times as corrections occur. Each page of the quotation form and other related papers submitted there-with should be signed by the Quotationers. In case of any discrepancy found in the rates written in figures and words, the rate written in word shall be final. Similarly, discrepancy in the rates quoted for unit rate and total amount, the rate quoted for unit shall be final. The Earnest Money of the successful tenderers will be retained for successful completion of the contract & The EMD will be returned once the contract period is over. The undersigned reserves all rights to reject any or all quotations without assigning any reasons. Conditional quotations in any form whatsoever will not be qualified/considered and will be liable for outright rejection.


06.07.26
G.M-cum-Secretary

C.C to Notice Board.



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Schedule of Quantities with Specification.

A. Computer & Packing Materials

SI NO	ITEMS	UNIT	QTY/KG	Rate per unit	AMOUNT
1	Barcode sticker (80 x 35mm) Per Thousand	Pcs	1400		
2	Computer preprinted bill 80 GSM Per Thousand	Pcs	1400		
3	Dyna post Envelope (12 x 16)	Pcs	6000		
4	Dyna post Envelope (15 x 19)	Pcs	6000		
5	Hessian cloth (40 x 90z)	Mtr	14000		
6	Hologram sticker (silver colour) 25 x 25mm	Pcs	1400000		
7	Iron Clip	Kg	40		
8	Jute twine (3 ply)	Kg	1400		
9	Netted Synthetic bag with handle of size 20" x 16" x 6" (100 GSM) White colour body double colour both side print.	Pcs	22000		
10	Netted synthetic bag with handle of size 18" x 14" x 6" (100 GSM) Golden colour body double colour both side print.	Pcs	44000		
11	Nonwoven D cut handle bag of size 16" x 20" (70 GSM) Ivory colour body double colour print.	Pcs	320000		
12	Nonwoven D cut bag of size 16" x 18" (70 GSM) Ivory colour body double colour both side print.	Pcs	360000		
13	Nonwoven D cut bag of size 14" x 18" (70 GSM) White colour body double colour both side print.	Pcs	380000		
14	Nonwoven D cut bag of size 12" x 14" (70 GSM) White colour body double colour both side print.	Pcs	340000		
15	Paper hanging sticker Per Thousand	Pcs	1400		
16	Plastic stripe	Pcs	60		

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SI NO	ITEMS	UNIT	QTY/KG	Rate per unit	AMOUNT
17	Plastic Tag (5000 piece per pkt.)	Pcs	200		
18	Polyethene sheet	Kg	1400		
19	Tagging Gun	Pcs	60		
Total (A)					

B. Stationary & Sanitary Materials

SI NO	ITEMS	UNIT	QTY/KG	Rate per unit	AMOUNT
1	18w LED Bulb of Philips/Havels	Pcs	40		
2	40w LED Bulb of Philips/Havels	Pcs	40		
3	50w LED Bulb of Philips/Havels	Pcs	40		
4	9w LED Bulb of Philips/Havels	Pcs	40		
5	Acid (1 Ltr)	Pcs	20		
6	Alpin	Pkt.	20		
7	Bleaching Powder (1 Kg)	Kg	20		
8	Carbon Paper	Pkt	20		
9	Cello Tape (White)	Pcs	100		
10	Cotton Tag (1 Bundle = 50 Pcs.)	Bdl	200		
11	Calculator (Casio only)	Pcs	20		
12	Dustbin (Big)	Pcs	20		

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SI NO	ITEMS	UNIT	QTY/KG	Rate per unit	AMOUNT
13	Dustbin (Small)	Pcs	40		
14	Exercise Rolling Register (No - 14)	Pcs	100		
15	Floor Cleaner (Lizol - 1 Ltr))	Pcs	20		
16	Folder File (Clip)	Pcs	100		
17	Gramaxin (1 Kg)	Pcs	20		
18	Gum (Synthetic Fevi Gum - Lime, Cologne Fragrance 500ml)	Pcs	20		
19	Hand wash (Dettol, Savlon - 1 Ltr)	Pcs	25		
20	Harpic (1 Ltr)	Pcs	40		
21	Jhaadu (Kharika Long)	Pcs	25		
22	Jhaadu (Phulla Long)	Pcs	25		
23	LED Tube Light 4'	Pcs	40		
24	Marker (White board - Blue, Black, Green & Red)	Pcs	100		
25	Naphthalene Balls (Grade 1 Quality) Multi Colour - 500 Gm	Gm	100		
26	Odonil (Big)	Pcs	100		
27	Pen (Elokos Shine) Black/Blue/Green/Red	Pcs	500		
28	Phynoil (Nimyle - 1 Ltr)	Pcs	200		
29	Plastic Bucket (10 Ltr)	Pcs	20		
30	Plastic Mug	Pcs	20		
31	Room Spray (Riya, Godrej)	Pcs	40		
32	Rubber Band (1 Kg)	Pkt.	4		
33	Stamp (12 digit)	Pcs	40		
34	Stamp Ink (1 Ltr)	Pcs	20		
35	Stamp Pad	Pcs	40		



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SI NO	ITEMS	UNIT	QTY/KG	Rate per unit	AMOUNT
36	Stapler (Big)	Pcs	20		
37	Stapler (Small)	Pcs	40		
38	Stapler Pin (Big)	Pkt.	200		
39	Stapler Pin (Small)	Pkt.	400		
40	Toilet Brush	Pcs	24		
41	Toilet Flash	Pcs	100		
42	Turkish Towel (Bombay Dyeing - White & Pink 90CM X 180CM)	Pcs	24		
43	Xerox Paper A4 (JK Copier -10 Pkt. Per Box)	Boxes	60		
Total (B)					
Grand Total (A+B)					


06.07.26
G.M.-cum-Secretary

UNDERTAKING

(On the Stamp Paper of appropriate value in shape of affidavit from the Notary regarding non-blacklisting)

I, hereby undertake that, our organisation has not been blacklisted/debarred by any of the Central/State Government Department/Office or by any Public Sector undertaking (PSUs) and not blacklisted by any authority during the recent past.

**Yours sincerely,
Authorized Signature
in full and initials**

**Name and Designation of the Signatory
Name of the Bidder and Address:**

UNDERTAKING

(On the Bidder's Letter Head regarding not have any pending judicial proceedings for any criminal offence)

I, hereby undertake that there is no criminal case pending in any Court of Law against our company or against the Proprietor/Director/Persons to be deployed by our company.

I/we further certify that Proprietor/Director/Persons to be deployed by our company /of my company have not been convicted of any offence in any Court in India during the recent past. I understand that I am fully responsible for the contents of this undertaking and its truthfulness.

**Authorized Signature
in full and initials**

**Name and Designation of the Signatory
Name of the Bidder and Address:**

UNDERTAKING

(On the Bidder's Letter Head regarding verification of samples for supplying materials to be supplied)

I, hereby undertake that sample for supplying of computer materials, packing materials, printing materials & official stationeries to be supplied have been duly verified by me

**Yours sincerely,
Authorized Signature
in full and initials**

**Name and Designation of the Signatory
Name of the Bidder and Address:**

UNDERTAKING

(On the Bidder's Letter Head regarding trueness of the submitted information)

I hereby declare that all the information and statements provided in the technical proposal are true and correct and I accept that any misinterpretation contained in it may lead to disqualification of our proposal.

**Authorized Signature
in full and initials**

**Name and Designation of the Signatory
Name of the Bidder and Address:**