



ଓଡ଼ିଶା ଗ୍ରାମ୍ୟ ଉନ୍ନୟନ ଓ ବିପଣନ ସମିତି  
ପଞ୍ଚାୟତିରାଜ ଓ ପାନୀୟ ଜଳ ବିଭାଗ, ଓଡ଼ିଶା ସରକାର  
**Odisha Rural Development & Marketing Society**  
*creating competence and values in rural Odisha*  
Panchayati Raj and DW Department, Government of Odisha

**ORMAS**  
BHUBANESWAR

Notice No. 533 /

Date 18/2/2021 /

**Quotation Call Notice**

Sealed quotations is invited from interested reputed firm for supply of biometric attendance system for ORMAS. The details of the required works and eligibility of the firms are given below.

Sealed quotation completed in all respect should reach the undersigned on or before date: 25/02/2021 by 3:30 PM and may be dropped in the quotation box kept in the office of ORMAS, SIRD & PR Campus, Unit-VIII, Bhubaneswar, Odisha-751012 and shall be opened on the same date at 04:00 P.M. in presence of the quotationers or their authorized representatives.

The undersigned reserves the right to accept or reject any or all quotations without assigning any reason thereof:

**Details of the required work:**

| Sl. No | Name of the item            | Expected Quantity     | Specification  |
|--------|-----------------------------|-----------------------|--|
| 1.     | Biometric Attendance System | 1 no.<br>(One number) | Finger Print detection, face detection, retina detection, face capacity – 1000 minimum, Finger capacity - 1000 minimum, Touch Screen display |

**Terms & Conditions:**

1. Eligibility Criteria:- Bidders have to **enclose the following documents** along with Quotation.
  - a. Copy of the **GST Registration Certificate**
  - b. Copy of the **PAN card**
  - c. Copy of the **Works Experience for similar nature of work**
2. The item should be delivered, installed and commissioned within 15 days on receipt of the work order.
3. Biometric Attendance System should be delivered at ORMAS, Bhubaneswar by their own transportation cost.
4. Price quoted should be exclusive of GST.
5. Sealed Quotation must be super scribed as **“Quotation for Biometric Attendance System for ORMAS”** and to be dropped at the Drop Box at Office of the ORMAS,



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SIRD Campus, unit-VIII, Bhubaneswar, Odisha-751012 from 10:00 A.M to 5:30 P.M  
(Official working days).

6. Each bidder shall submit one Quotation paper only.
7. Bidders are requested to quote their price in the prescribed format as attached.
8. Award of the work order:- The Purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest quotation price i.e. Price Quoted in Annexure A - Price Quoted in Annexure B
9. The original certificate may be produced for verification when asked for. Quotation papers received beyond the stipulated date and time, and other required documents shall be liable for rejection. The authority will not be held responsible for postal delay in the delivery of the documents or non receipt of the same.
10. Any legal dispute arising out of this is subject to Bhubaneswar jurisdiction only.

Notwithstanding the above, ORMAS, Bhubaneswar reserves the right to accept or reject any quotation and to cancel the procurement process and reject all bids at any time prior to the issue of work order.

Memo No 534

Date: 18/2/2021

  
Chief Executive Officer

Copy forwarded to the Notice Board, ORMAS, Bhubaneswar/OLM, Bhubaneswar/  
SIRD & PR, Bhubaneswar/ MGREGS Society, Bhubaneswar/ Panchayati Raj Drinking Water  
Department, GoO & website of ORMAS/OLM/ SIRD & PR/ PR Deptt. for wide publicity.

  
Chief Executive Officer





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**EVALUATION FORM**  
(In the letter head of the Organisation)

|    |  |  |
|----|--|--|
| 1. | Name of the Bidder   |  |
| 2. | Full Address:<br><br>Telephone No.<br><br>Fax No.<br><br>E-Mail Address: |  |
| 3. | GST Registration no. with place (Copy to be attached)                    |  |
| 4. | PAN No. (with copy of certificate)                                       |  |
| 5. | Bid Processing Fee Details   |  |

**DECLARATION BY THE BIDDER:**

It is hereby declared that I the undersigned, have read and examined all the terms and condition etc of the tender document for which I have signed and submitted the bid under proper lawful Power of Attorney. It is also certified that all the terms and conditions of the tender document are fully acceptable to me and I will abide by the conditions of the terms and conditions. This is also certified that our principal manufacturing firm, have no objection in signing the purchase contract if the opportunity for the supply of the items against this tender is given to me/us.

**Full Signature of the Bidder with :**

**Date:**

**Name:**

**Address:**



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**Annexure-A**

**Format for Submission of Quotation for Supply of Biometric Attendance System**  
(In the letter head of the Organisation)

To

Chief Executive Officer  
ORMAS, Bhubaneswar

**Sub: Submission of quotation for supply of Biometric Attendance System for ORMAS.**

Sir,

I am submitting here with the quotation for supply of "Biometric Attendance System" for ORMAS.

**Details of the required work:-**

| Sl. No     | Name of the item            | Specification  | Qty (In Nos)          | Unit Cost | Total Cost (Exclusive GST) |
|------------|-----------------------------|--|-----------------------|-----------|----------------------------|
| 1.         | Biometric Attendance System | Finger Print detection, face detection, retina detection, face capacity – 1000 minimum, Finger capacity - 1000 minimum, Touch Screen display | 1 no.<br>(One number) |           |                            |
| Total ---→ |                             |  |                       |           |                            |

In words (Rupees \_\_\_\_\_)

**Full Signature with Seal.....**

**Name of the Organization/ agency.....**



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**Annexure-B**

**PRICE QUOTATIONS FORM FOR BUY BACK OFFER FOR OLD BIOMETRIC ATTENDANCE SYSTEM**

(In the letter head of the Organization)

| Description of the Goods    | Quantity (In No.)  | Quoted Rate (per unit) in INR | Grand Total in INR |
|-----------------------------|--------------------|-------------------------------|--------------------|
| Biometric Attendance System | 1 no. (One number) |                               |                    |

In words (Rupees \_\_\_\_\_  
\_\_\_\_\_)

Full Signature with Seal.....

Name of the Organization/ agency.....