

ODISHA STATE ROAD ROAD TRANSPORT CORPORATION: BHUBANESWAR.

No. 5935 /OSRTC.Bhubaneswar

Dated. 9.6.20

TENDER NOTICE

Sealed tenders are invited from Suppliers/Stockist/Registered Suppliers having valid GST and PAN number for supply of office stationeries to OSRTC for the year 2020-21.

The details can be downloaded from the OSRTC website www.osrtc.in "Tender & Advertisement".

The tender paper can be procured from 10.6.2020 To 25.6.2020 during office hour from Corporate office. The cost of Tender paper is Rs.500/-+ GST@12%. The sealed tender paper will be received by the under signed in person /Regd.post/Speed post up to 3.00 P.M. of 25.6.2020 at Corporate office, OSRTC, Bhubaneswar and will ^{be} opened on the same day at 4.00 P.M.

The amount of Rs.5000/- only as EMD in shape of Bank Draft in any schedule Bank in favour of Accounts Officer, OSRTC payable at Bhubaneswar should be attached with EOI failing which the same will be liable for rejection.

The Chairman-cum-Managing Director, OSRTC reserves the right to reject any/all tenders without assigning any reasons thereof.

Bhanya 09/6/2020

General Manager(Admn)
OSRTC, Bhubaneswar .

Memo No. 5936

Dated. 9.6.20

Copy to Notice Board of Hqr./Accounts Section/Audit Section, OSRTC, Bhubaneswar for information and necessary action.

Bhanya 09/6/2020

General Manager(Admn)
OSRTC, Bhubaneswar .

Memo No. 5932

Dated. 9.6.20

Copy to the Editor, The Sambad/Dharitri for information and necessary action. They are requested to publish the issue in one Edition in their News paper.

Bhanya 09/6/2020

General Manager(Admn)
OSRTC, Bhubaneswar .

TENDER TERMS AND CONDITION

1. Tender to be submitted separately for each schedule super scribing on the cover the name of the schedule for which the tender is submitted and furnishing the full address of the tender. The up to date STCC, PAN, GST are to be given with the letter.
2. while quoting the rate GST, Entry Tax and other charges payable if any should be indicated separately but that should be for OSRTC, Bhubaneswar for schedule:-1
3. The rate quoted shall remain valid for a period of one year and if enhancements of the rate in any reason the supplier must be submitted written document to the office for further action. The supplier must be in a position to supply the materials within seven days from date of placement of purchase order. Item of heavy consumption will be purchased on monthly or fortnight basis according to requirement.
4. In the event of non supply as per schedule the purchase order will be cancelled.
5. The details of manufacture & brand name mentioned against each item for which rates quoted.
6. Each tender paper should be accompanied with earnest money of Rs, 5000/- (Rupees five thousand) only in shape of Accounts payee bank draft drawn in favour of Accounts Officer, OSRTC, Bhubaneswar payable at Bhubaneswar on any Nationalized Bank. A Tender Paper without required earnest money deposit will be summarily rejected. The E.M.D of unsuccessful tenders will be refunded after finalization of tender and E.M.D. of successful tendered will remain deposit as security.
7. The last date of receipt of tender is 25/6/2020 up to 3.00 PM and will be opened on the same day at 4.00 PM.
8. The chairman-Cum-Managing Director, OSRTC, Bhubaneswar reserves all right to impose any other condition necessary in the interest of the corporation.
9. The C.M.D. OSRTC reserves the right to reject any or all tenders without assigning any reasons there of.

Bhenuja 9/6/2020.
General Manager(A)
OSRTC, Bhubaneswar

TENDER FOR SUPPLY OF OFFICE STATIONARY AND OTHER OFFICE MATERIALS TO OSRTC,CORPORATE OFFICE,BHUBANESWAR FOR THE YEAR 2020-21

TENDER NOTICE NO. 5935

Dated: 09.06.2020

1.Full Name of the Tender:-

2.Father's Name:-

3.Fyull permanent postal address of the Tender:-

4.telephone No./Cell No.:-

5.Enclose original money receipt towards purchase of Tender paper:-

SI No.	Description of items	Brand	Size/Bottle	Price
(1)	(2)	(3)	(4)	(5)

**List of Office Stationary/materials to be supplied to
OSRTC, Corporate office during 2020-21**

Sl No	Name of the office stationary Matrials	Make	Size / Bottles	Approximately Yearly requirment
1	Xe-rox paper size A/3	J.K	1,pkt	20 pkts
2	Xe-rox paper size A/4	J.K	1,pkt	420 pkts
3	Xe-rox paper size A/6	J.K	1,pkt	20 plts
4	White paper	Emami	1,Ream	06 Rim
5	Rolling paper	Emami	1,Ream	05 Rim
6	Green Court paper		1,pkt	12 pkts
7	Carbon paper	Kores	1,pkt	06 pkts
8	Alpin	Bell	1,pkt	50 pkts
9	Tage bondle	Grapes	1,Bun	180 bondles
10	Refill small/Blue-Red	Rider	1,pic	50 pkts
11	Refill Big/Blue-Red	Rider	1,pic	20 pkts
12	Refill trimax		1,pic	20 nos
13	Refill Gell		Each	80 nos
14	Short hand note book	Oxford	Each	60 nos
15	Staplur pin small No-10	Kangaro	Each	100 nos
16	Ball pen	Trimax	Each	30 nos
17	Use & throw Dot pen	Linc	Each	100 pkts
18	Corection pen white	Cello	Each	05 pkts
19	Cello tape 2" size		1,Roll	20 rolls
20	Dak pad	Sweta	Each	30 nos
21	Computer file cover 12/10		Each	18 nos
22	'L" file folder		Each	300 nos
23	Self inking stamp paid	Kores	Each	20 nos
24	Stamp pad small	Kores	Each	15 nos
25	Marker pen	Cello	Each	20 nos
26	Pencil	Natraj	Each	30 nos
27	Gum paste	Kores	1,Bottle	10 bottles
28	Envelop 6"x4" 1/2	Sweta	Each	7000 nos
29	Envelop 10"x4" 1/2	Sweta	Each	6000 nos
30	Envelop A/4	Sweta	Each	200 nos
31	L.B.Register No-6	Sweta	Each	70 nos
32	L.B.Register No-8	Sweta	Each	75 nos
33	L.B.Register No-10	Sweta	Each	50 nos
34	L.B.Register No-12	Sweta	Each	50 nos
35	L.B.Register No-16	Sweta	Each	20 nos
36	L.B.Register No-18	Sweta	Each	20 nos
37	L.B.Register No-20	Sweta	Each	25 nos
38	L.B.Register No-30	Sweta	Each	10 nos
39	L.B.Register No-40	Sweta	Each	06 nos
40	L.B.Register No-50	Sweta	Each	06 nos
41	Computer Ribbon	Wipro	Each	30 nos
42	Acid bottle		Each	20 nos

43	Allout/Goodnight machine with liquid		Each	100 nos
44	Battery (pencil)	Eveready	Each	50 nos
45	Bleaching powder	Doctor	Each	20 Kgs
46	V-7 Pilot pen	Pilot	Each	35 nos
47	Board file		Each	200 nos
48	Room Spray	Ria	Each	50 nos
49	Dettol for Handwash	Dettol	Each	8 nos
50	Lifebuy for Handwash	Lifebuy	Each	8 nos
51	LED Bullb 9,watt	Phillips	Each	80 nos
52	Black tape	Anchor	Each	40 nos
53	Fan capacitor	Phillips	Each	20 nos
54	Dustbin	Ankur	Each	20 nos
55	Lock & Key No-41	Mobaj	Each	6 nos
56	Lock and Key 7-liver	Godrej	Each	8 nos
57	Nepthaline ball		Each,pkt	20 pkts
58	Odnil	Odanil	Each,pkt	25 nos
59	Plastic Mug,1 ltrs	Milton	Each	10 nos
60	Plastic scale	Natraj	Each	05 nos
61	Phynail white	Nymyle	Each	300 lts.
62	Punching machine	Kangaro	Each	05 nos
63	Rubber binding for Note	Bell	1/2,kg	1 kg
64	Elec-Plug,Two pin	Cona	Each	10 nos
65	Elec-Plug Three pin	Cona	Each	10 nos
66	Elec Flexible wire	Phinox	Per,mtrs	100 mtr
67	Bad kin		Each	30 nos
68	Harpic-650,ml	Harpic	Each	10 nos
69	Gamaxine power		1/2,kg	30 kgs
70	Tumbler glass	Era	Each	120 nos
71	Paper weight	KBk	Each	20 nos
72	Holder Angular	Cona	Each	20 nos
73	Sutuli		1,Kg	10 kgs
74	Thermo flask 1,ltr	Milton	Each	5 pcs
75	Vim powder pkt	Vim	1/2,kg	25 kgs
76	Washing powder pkt	Surf-Excel	1,kg	20 kgs
77	Washing powder Pkt	Tide	1,Kg	20 kgs
78	Lux-Lifebuy Soap (Big)	Lifebuy	Each	20 nos
79	Tea tray	Milton	Each	5 nos
80	Empty C.D. casetee	moserbaer	Each	100 nos
81	Pen drive-8,G B	Sandise	Each	20 nos
82	Seal wax	Grapes	Each,pkt	05 pkts
83	Barlight starter	Phillips	Each	30 nos
84	Extension cord	Cona	Each	02 nos
85	Pen stand (Execute) 4,pen	KBk	Each	12 nos
86	Pen stand (ordinary) 2.pen	KBk	Each	10 nos
87	Torch light-3 cell	Eveready	Each	09 nos
88	High Lighter	Cello	Each	70 nos
89	Paper flags prompts	Oddy	Each	50 pkts
90	Beetel 1+1 plan phone	Beetel	Each	05 pkts

91	Battery for touch light	Eveready	Each	15 nos
92	Note pad 1/6	Ashribad	Each	60 nos
93	Note pad 1/8-(Oxford)	Ashribad	Each	10 nos
94	Exercise note book 1/4	Oxford	Each	6 nos
95	Jems clip	Grapes	Each	4 nos
96	Fevistick	Grapes	Each	5 nos
97	Pin cushion		Each	06 nos
98	Arch file		Each	20 mtrs
99	Lether binding register 500,pages	Sangram	Each	6 nos
100	Lether binding A/C ledger 500,pages	Sangram	Each	20 nos
101	Coolin liquid 550,ml		Each	05 pkts
102	D-Link 4 port cable		Each	20 nos
103	Toner cartridge		Each	12 nos
104	D.link		Each	10 nos
105	Green Audit pen	Linc	Each	10 pkts
106	Calcalater 12 Dgt(Flair)	Cashio	Each	10 nos
107	Computer Paper 10x12-80 Gsm(single) part		Each,pkt	6 pkts
108	Computer paper(Double part) 10x12-60-GSM		Each,pkt	10 pkts

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