



Tel No. : 06819 270130
email ID tah_surada@yahoo.co.in
tah.surada-od@nic.in

OFFICE OF THE TAHASILDAR, SURADA (GM.)

L. No. 34/9 /Niz

Date. 10/6/25

QUOTATION CALL NOTICE FOR SUPPLY OF LAPTOP AND MULTI FUNCTION PRINTERS TO THE TAHASIL OFFICE, SURADA, GANJAM

Sealed quotations are invited from the interested/reputed firms/Authorized Dealers/ Sub-Dealers/ Enterprises/ Persons having valid GST TIN No. and Tax Clearance Certificate for supply of 3 no.s of the reputed Brand DELL etc. and 03 Multi-Function Printers (MFPs) to newly created RI Office under this Tahasil for Office Work. The Quotations will be received through Registered Post/by Person in the following format latest by 5.00 PM of 25.06.2025 along with required enclosure like GST & Tax clearance Certificate and the quotations will be opened at 4.00 PM on Dt.26.06.2025 in the Office Chamber of undersigned in presence of the Bidders or their representatives and the members of the Purchase Committee.

Sl. No.	Items	Specifications	Quantity
1.	Branded Laptop (DELL)	Dell Laptop, Intel Core i7- Processor / 16GB/512GB SSD/ RAM-6GB GDDR6/15.6" (39.62cm) FHD /Win 11+MSO'21/Backlit KB 4-Zone RGB	03 No.s
2.	Multi-Function Printer (MFPs) of reputed brand	A4 Black and White LaserJet Printers, Perfect for Office Print, copy, scan Prints up to 42/40 ppm (LTR/A4) Apple Air Print™, Ethernet, Mopria™, USB, Wi-Fi®, Bluetooth Touch screen	03 No.s

Format for Application

Sl. No.	Name of the Firm	Name of the Item	Rate Quoted per unit
---------	------------------	------------------	----------------------

The Authority reserve the right to reject any or all the quotations without assigning the reason thereof.

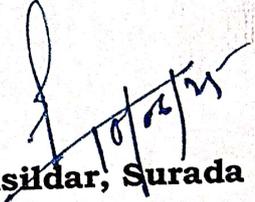
Tahasildar, Surada

170

Memo No. 3420

Dt. 10/6/25

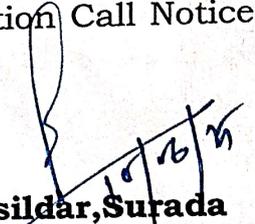
Copy to the Notice Board, Tahasil Office, Surada for information of general public / Block Development Officer, Surada/ Executive Officer, NAC, Surada/ Child Development Project Officer, Surada/ All the Revenue Inspector, Surada Tahasil/ All PEOs under Surada Block for information with a request to publish the quotation call Notice in their respective Notice Board for information of general public.


Tahasildar, Surada

Memo No. 3421

Dt. 10/6/25

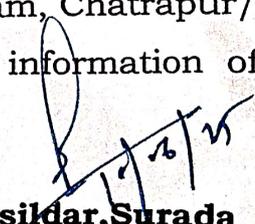
Copy forwarded to District Information Officer, NIC Chatrapur (<http://ganjam.nic.in>) for kind information and hoisting Quotation Call Notice in District Website.


Tahasildar, Surada

Memo No. 3422

Dt. 10/6/25

Copy submitted to the Addl. District Magistrate, Ganjam, Chatrapur/ the Sub-Collector, Bhanjanagar, Ganjam for favour of kind information of general public.


Tahasildar, Surada