



ODISHA CONSTRUCTION CORPORATION LIMITED
(A Government of Odisha Undertaking)
REGD. OFFICE : UNIT -VIII, GOPABANDHUNAGAR
BHUBANESWAR - 751012 (ODISHA)

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www.odishaconstruction.com

Website: www.odishaconstruction.com

No.OCC.S.160/96 (Vol-IV) / 34041

Dt. 18.08.2020

QUOTATION CALL NOTICE

Sealed quotations are invited from authorized dealers/distributors having valid GST Registration for supply of Stationeries for official use. Copy of the GST Registration Certificate to be enclosed.

1. Item rates are to be quoted inclusive of GST as per the list enclosed.
2. Sealed quotations should reach the office of Company Secretary, M/s.Odisha Construction Corporation Ltd., Gopabandhunagar, Unit-8,Bhubaneswar-751012 on or before 31.08.2020 by 3:30P.M.
3. The quotations received will be opened on 31.08.2020 at 4:00 P.M.in the presence of proprietors of the firm or their authorized representatives.
4. The detailed list of required office stationeries is available in the Corporation Website www.odishaconstruction.com.

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

COMPANY SECRETARY

CC to: Notice Board/ OCC Website.

Requirement of Stationery items for the year 2020-21

Sl.No.	Name of the Stationeries	Quantity	Unit	Rate(in ₹)	Amount(in ₹)
1	Alpin	50 Pkts	Pkt		
2	Lever Arch file	400 Nos	No.		
3	Correction Pen(Camlin)7 ml	100 Tubes	Tube		
4	Dak Pad(Plastic)	40 Nos.	No.		
5	Duster cloth	100 Pcs.	Pc.		
6	Envelope(Small)9x4"(Brown)	4000 Pcs.	Pc.		
7	Envlope(Big)11x5"(Brown)	6000Pcs	Pc.		
8	Eraser(Pencil)	200Pcs	Pc.		
9	Plastic quoted paper clip(BALA-Gi)	40 pkts	Pkt		
10	L.Folder file(White)	300 Pcs	Pc.		
11	Tag(Cotton Long)8"	100 Bundles	Bottle		
12	Pencil(Nataraj)	300 Pcs	Pc.		
13	Pencil Battery	40 Pcs.	Pc.		
14	Plastic Documentary Tray	20 Nos.	No.		
15	Refile(Blue)Small	30 Pkts	Pkts		
16	Refile(Black)Small	40 Pkts	Pkt		
17	Room Freshner spray(Riya)	100 Bottles	Bottle		
18	Scale(Plastic)(Camlin)	50 Nos.	No.		
20	Cello Tape-1"	20 Nos.	No.		
21	Cello Tape-2"	20 Nos.	No.		
22	Single Punch 4.5mm	40 Nos.	No.		
23	Stamp Pad	40 Nos.	No		
24	Stapler(small)HP:10 size(Kangaro)	50 Nos.	Nol		
25	Stapler(Big)HP:45 size(Kangaro)	10 Nos.	No.		
26	Stapler Pin(Small)HP No.10	200 Pkts	Pkt		
27	Stapler Pin(Big)HP 24	100 Pkts	Pkt		


 18/8/20
COMPANY SECRETARY
