



ODISHA CONSTRUCTION CORPORATION LIMITED

(A Government of Odisha Undertaking)
REGD. OFFICE : UNIT -VIII, GOPABANDHUNAGAR
BHUBANESWAR - 751 012 (ODISHA)

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No.OCC.S.160/96 (Vol-IV) / 84801 (102)

Dt. 19.08.2020

QUOTATION CALL NOTICE

Sealed quotations in plain paper are invited from the proprietors of local presses for printing and supply of items indicated in the Annexure. The rates quoted should be inclusive of all taxes as applicable and F.O.R. at Registered office of the Corporation at Unit-8, Gopabandhunagar, Bhubaneswar-751012.

The sealed quotation should reach the office of the undersigned by 03.09.2020.

The quotations received will be opened on 03.09.2020 at 4:00 P.M in presence of the proprietors of the firms or their authorized representatives.

The sample copy of the items can be inspected in the Secretarial & HRD Section of Head Office of the Corporation at Unit-8, Gopabandhunagar, Bhubaneswar during office hours on working days.

The authority reserves the right to accept or reject any/ all quotations without assigning any reason thereof.

Encl: Annexure


COMPANY SECRETARY

CC to: Notice Board/ OCC Website. ✓

ANNEXURE-I

List of Printed items required for the year 2020 - 21.

Sl. No.	Form No.	Particulars of Forms & Books of Accounts	Requirement	Unit rate in (Rs.)	Amount in (Rs)	Remarks.
1	2	3	4	5	6	7
1	FA-01	Cash/Bank Receipt Voucher(Project)	300 Pads			
2	FA-02	Cash/Bank Payment Voucher(Project)	300 Pads			
3	FA-03	Journal/Contra Voucher(Project)	300 Pads			
4	FA-11	Cheque Issue Register(Project)	50 Nos.			
5	FA-16	G.I.Note {G.I.(A)} Sl.No.8501	100 Nos			8501 to onwards
6	FA-32	Main Bank Receipt Voucher,Head Office	200 Pads			
7	FA-33	Main Bank payment Voucher,Head Office	200 Pads			
8	FA-34	Journal/Contra Voucher,Head Office	100 Pads			
9	FA-50	Log Book (100 pages)	100 Books			150 Pages
10	FA-61	Quantity Register	20 Nos			
11		Note Sheet	300 Pads			
12		File Board (Small)	400 Nos.			
13		Measurement Book Sl.No.13921	2000 Nos.			13921 onwards
14	FA-68	Dak Despatch Register(300 Pages)	15 Nos.			
15	FA-69	Dak Receipt Register(300 Pages)	15 Nos			
16	FA-73	Service Book(Regular)	200 Nos.			
17	FA-77	Visitor Book	15 Nos.			
18	FA-81	Fly Leaf(Finance -1500 nos, General-500 Nos.& Civil-2000 Nos.)	4000 Nos			
19		File Board (Big size) Final	200 Nos.			
20		Lece File (Final Accounts)	800 Nos.			
21		Register No.4	50 Nos.			
22	FA-83	Register No.6	100 Nos.			
23	FA-84	Register No.8	100 Nos.			
24	FA-85	Register No.10	100 Nos.			
25	FA-86	Register No.12	50 Nos.			
26		Register No.16	30 Nos.			
27	FA-89	Register No.20	50 Nos.			
28		Register No.40	10Nos			

19/8/20
COMPANY SECRETARY