



OFFICE OF THE PRINCIPAL
KAPTIPADA COLLEGE, KAPTIPADA
MAYURBHANJ, ODISHA, 757040
NAAC ACCREDITATION-'B'

Phone No. – 7077498086

Mail – kaptipadacollege@gmail.com

Notice No. **397/KCK**

Date : **14.10.2025**

QUOTATION CALL NOTICE

Invitation for Quotations : Supply of Desk & Bench with wooden top for classroom.

Kaptipada College, Kaptipada, Mayurbhanj invites sealed quotations from eligible manufacturers, authorized dealers and suppliers for the supply and installation of Desk & Bench with wooden top for classroom.

1. Scope of Work :

Supply and delivery of Desk & Bench with wooden top as per the specifications detailed in point no. 3, to the premises of Kaptipada College, Kaptipada, Mayurbhanj, 757040.

2. Schedule of Events :

Event	Date	Time
Issue Date of notice	14.10.2025	1.00 PM
Last date and time for submission of quotations	20.10.2025	5.00 PM
Date and Time for opening of Sealed Quotations	22.10.2025	1.00 PM

- Quotations received after the specified time and date will be summarily rejected.

3. Tentative Specifications and Quantity :

Item Description	Tentative Quantity	Required Specifications
Desk	30 Nos.	Rectangular MS pipe, size (Length-6 ft, Width-1 ft, Height-2.5 ft.
Bench with wooden top	30 Nos.	Rectangular MS pipe, size (Length-6 ft, Width-1 ft, Height- 18 inch.)

N.B. :-

Quotations must be submitted in a sealed envelope, clearly superscribed “QUOTATION FOR DESK & BENCHES” and addressed to : “The Principal, Kaptipada College, Kaptipada, Mayurbhanj, 757040.

N.K. Kumari
14/10/25
Principal,
Kaptipada College, Kaptipada
Mayurbhanj

TERMS & CONDITIONS

1. GST Registration Copy. (Self Attested)
2. PAN Card Copy. (Self Attested)
3. Latest ITR. (Self-Attested)
4. I.D. Proof (Aadhaar or Voter I. Card) (Self Attested)
5. Rate quoted should be exclusive of GST (GST to be mentioned in the separate column).
6. The selection for procurement of Desk & Bench with wooden top for Classroom will strictly be based on Quality, Brand and Suitable Rate for procurement.
7. The approved firm will produce the Original Documents for verification after that the Supply order will be placed for supply the items within 7 days from the date of issue of the supply order.
8. The product/ items should be delivered in the college premises. Specification of the items shall be inspected by the college authorities. No cost will be provided to the firm regarding transportation.
9. Payment will be made (after successful delivery and inspection of above items) through NEFT/RTGS/Cheque.
10. The authority reserves the right of accept/cancel/reject any/ all the Quotations without assigning any reason thereof.


Principal,
Kaptipada College, Kaptipada
Kaptipada, Mayurbhanj