

Notice Inviting Tender

Tender Reference No: PCITI/ICTSM/2026/ 939

Date: 31 August, 2026

1. Scope of Supply

Sealed bids are invited from reputed manufacturers, authorized dealers, or registered suppliers for the supply, delivery and Installation of “**Desktop Computer**”.

The Quotations must reach the O/o “**Principal, PCITI, Baripada, Station Bazar, Mayurbhanj, Odisha, Pin-757001**” by **2:00 PM of Dt.09.09.2026** by Speed post/Register Post/Courier kept in O/o **Principal PCITI, Baripada, Mayurbhanj** Quotations received after the stipulated date and time will not be considered and summarily be rejected and it shall be opened on **10.09.2026 at 12:00PM** at “**Conference Hall of PCITI, Baripada, Mayurbhanj**” in the presence of the all Quotationers or their representatives on the same day at **12:00 PM** for finalization. The **Term & Condition** is specified in **Annexure-A** & the details specification of item is given in **Annexure-C**.

The authority reserves right to reject any or all without assigning any reason thereof.

2. Tender Timeline

- **Document Issue Date:** August 31, 2026
- **Bid Submission Deadline:** September 09, 2026, by 2:00 PM (by Speed post/Register Post/Courier)
- **Bid Opening:** September 10, 2026, at 12:00 PM (Conference Hall of Purna Chandra ITI, BARIPADA)

3. Submission Instructions

Bids must be submitted in a **Two-Envelope System** by Speed post **Register Post/Courier** to following Address:

“The Principal, PCITI, Station Bazar, Baripada, Mayurbhanj, Pin-757001”

1. Envelope A (Technical Bid): Must contain

- I. Compliance sheet
- II. Product catalogs
- III. List of Document to be Submitted as per “**Annexure-B**” for **Technical bid**

2. Envelope B (Financial Bid): “**Annexure-E**” to be submitted

4. Evaluation Process

- **Technical Evaluation:** Verification of Document Supplied.
- **Financial Evaluation:** The contract will typically be awarded to the **L1 (Lowest Evaluated Bidder)** who meets all technical requirements.

Contact Information:

Organization Name: Purna Chandra ITI, Baripada

Email Address: pcitibaripada@yahoo.in

Telephone-06792-253210



31/08/2026

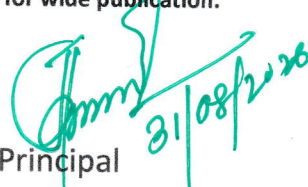
Principal
P.C.I.T.I., Baripada

Principal
P.C.I.T.I., Baripada

Memo No. 940 Dt. 31/08/2026

Copy to the **DeGM, Mayurbhanj** for information and necessary action. He is requested to upload the notice in the District Website from 31-08-2026 onwards.

The **Office Notice Board of Collector /Institute Notice Board/Institute Website** for wide publication.



31/08/2026

Principal
P.C.I.T.I., Baripada

Principal
P.C.I.T.I., Baripada

Annexure-A

Terms and Conditions

- ✦ The interested supplier firms should submit quotations in sealed envelope containing both financial and technical bids. All submitted documents should be **self-attested by the firms/agencies**.
- ✦ The sealed envelope containing the proposals must be delivered to the **O/o "Principal, PCITI, Baripada, Station Bazar, Mayurbhanj, Odisha, Pin-757001"** by registered post/ speed post/ courier kept in **O/o The Principal PCITI, Baripada, Mayurbhanj** with superscribed the item of quotation. Bids received after due date & time will not be entertained and shall liable for rejection.
- ✦ The tender paper can be downloaded from District Website "<https://mayurbhanj.odisha.gov.in>" and in "<https://pciti.in>"
- ✦ GST & PAN Mandatory for Bidder and ITR for last 3 years to be submitted FY 2023-24 , 2024-25 & 2025-26.
- ✦ Bidder should not be temporarily /permanently suspended or Black listed from any central/state or UT Govt. Bodies for which a declaration must be submitted in company letterhead.
- ✦ The price quoted in the quotation will include all taxes, transportation charges, installation, commissioning and delivery of the material in the office of the undersigned.
- ✦ The authority deserves the right to cancel the tender at any time without notifying to any seller/participant.
- ✦ In case of breach of any terms and conditions and failure to supply the required items by the successful bidder, The Principal, PCITI, Baripada will have the right to cancel the order / contract without assigning any reason thereof.
- ✦ The intending tendered may ascertain the **specification of the items** from **Annexure-C**.
- ✦ Quantity may be increase during Order.
- ✦ The technical bid must be accompanied with an EMD of Rs.5000/- (Rupees Five thousand only) as per tender/ quotation notice in shape of DD (Demand Draft) in favour of **"Principal, PCITI, Baripada"**
- ✦ The successful bidder shall submit a PBG equivalent to 2% of the total contract value, valid for a period of "39 Months" beyond the expiry of the warranty period.



Principal
PCITI, Baripada

Principal
P.C.I.T.I., Baripada

Annexure-B**Document To be Submitted****Technical Bid (in Envelope A)**

1. **Registration certificate (authorized certificate)** of the firm must be submitted. (Photocopy)
2. The **GST Registration certificate** along with **recent GST return** must be submitted. (Photocopy)
3. The Bidder must submit the **PAN(Permanent Account Number) of the firm** or the **PAN of the proprietor in case of proprietorship**. (Photocopy)
4. Bidder must submit **Income Tax Return for FY 2023-24, 2024-25 and 2024-25**. (Photocopy)
5. The Bidder must submit the **self-attested tender documents** for a line of conformation of the terms and conditions of the tender.
6. **Non-Black listed declaration in Letterhead**.
7. **Bank Account details** (Copy of Front Page of passbook/Cancelled Cheque)

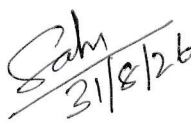
Financial Bid(in Envelope B)

- Rate Quoted per unit (Item Wise) in the **Annexure-E** as enclosed in the bid documents.

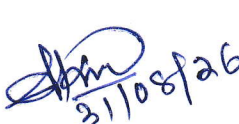
MEMBER


(SAMIR KUMAR MOHANTA)
GEMS-BUYER

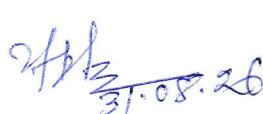
MEMBER


(RANJEET KUMAR SAHU)
ATO-ICTSM

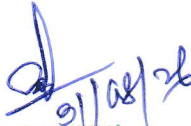
MEMBER


(AJIT KUMAR JENA)
STORE(I/C)

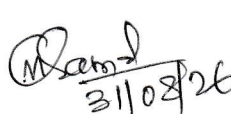
MEMBER


(DEEPAK KUMAR NAYAK)
JR. ASSISTANT

MEMBER


(SATYABAN JENA)
DTO

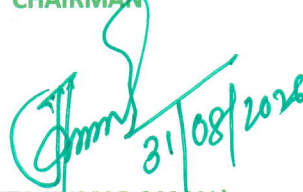
MEMBER


(CHANDRA MOHAN SAMAL)
DTO

MEMBER


(SUKANTA KUMAR BEHERA)
TRAINING OFFICER
91C

CHAIRMAN


(JAYANTA KUMAR SAMAL)
PRINCIPAL,
PCITI, BARIPADA
Principal
P.C.I.T.I., Baripada

Annexure-C

TECHNICAL SPECIFICATION:

SL No	Name of the Equipment	Specification	Make	Quantity
1	Desktop Computer	Processor-i3 14100 RAM-8GB DDR4 STORAGE(SSD)-512GB OPERATING SYSTEM-WINDOWS 11 Pro (factory pre-loaded) OEM onsite Warranty-3 Years Monitor-21.5 inches LED backlit	HP/DELL/ACER	5(Quantity may be Increase during final order)

MEMBER

(Signature)
31/08/26
(SAMIR KUMAR MOHANTA)
GEMS-BUYER

MEMBER

(Signature)
31/08/26
(RANJEET KUMAR SAHU)
ATO-ICTSM

MEMBER

(Signature)
31/08/26
(AJIT KUMAR JENA)
STORE(I/C)

MEMBER

(Signature)
31-08-26
(DEEPAK KUMAR NAYAK)
JR. ASSISTANT

MEMBER

(Signature)
31/08/26
(SATYABAN JENA)
DTO

MEMBER

(Signature)
31/08/26
(CHANDRA MOHAN SAMAL)
DTO

MEMBER

(Signature)
31.08.2026
(SUKANTA KUMAR BEHERA)
TRAINING OFFICER

CHAIRMAN

(Signature)
31/08/2026
(JAYANTA KUMAR SAMAL)
PRINCIPAL,
PCITI,BARIPADA
Principal
P.C.I.T.I., Baripada



Purna Chandra Industrial Training Institute, Baripada

Government of Odisha

ପୂର୍ଣ୍ଣଚନ୍ଦ୍ର ଶିଳ୍ପ ତାଲିମ ଅନୁଷ୍ଠାନ, ବାରିପଦା, ଓଡ଼ିଶା ସରକାର



[Handwritten Signature]
31/08/2026

Annexure-D

Supply and Installation of IT Equipment

Name of Supplier / Agency:

Complete Address :

Contact Number:

SL No	Name of the Equipment	Specification	Quantity	Name of the Model	Make Name
1	Desktop Computer	Processor-i3 14100 RAM-8GB DDR4 STORAGE(SSD)-512GB OPERATING SYSTEM- WINDOWS 11 Pro (factory pre-loaded) OEM onsite Warranty- 3 Years Monitor-21.5 inches LED backlit	5		

**Seal and Signature
of Bidder/ Firm**

Financial Bid

Sl. No.	Item Name	Make Name and Model as per Annexure – D	Qty	Unit Price	Total Price	GST	Total Price (Included with GST)
1	Desktop Computer (Processor-i3 14100 RAM-8GB DDR4 STORAGE(SSD)-512GB OPERATING SYSTEM- WINDOWS 11 Pro (factory pre-loaded) OEM onsite Warranty- 3 Years Monitor-21.5 inches LED backlit)		5				
Total							

- All price quoted should be inclusive of all taxes, charges & transportation cost for installation of the above items to the O/o "The Principal. PCITI, Baripada, Station Bazar, Mayurbhanj, Odisha, Pin-757001"
- 1% Income Tax (TDS) in case of sole proprietorship / 2% Income Tax (TDS) in case of other will be deducted from the bill of the bidder on payment and will be deposited under the proper head of account.
- 2% GST (TDS) will be deducted from the bill as per the norms of the GST and will be deposited under proper head of account.

I am to certify that the information submitted above is true to the best of my knowledge and belief.

Seal & Signature
of the Bidder / Firm