NOTIFIED AREA COUNCIL, PATNAGARH

Ph No.-06658-222247, e-mail – nac_ptg@yahoo.in, website-www.nacpatnagarh.in

Letter No.- 2763 **Date.4.11.2026**

QUOTATION CALL NOTICE

Sealed quotations are hereby invited from reputed and authorised Dealers/Suppliers/Firms having valid GSTIN and PAN for the supply of the following items for the Social Security Section of Notified Area Council (NAC), Patnagarh.

The quotation should reach the office of the undersigned on or before **12.11.2026 up to 1.00 P.M.** The quotations will be opened on the same day at **4.00 P.M.** in the presence of the quotationers or their authorised representatives, if any.

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

LIST OF ITEMS

Sl. No.	Description of Items	Rate (in Rs.) Incl. All Taxes
01	Revolving High Back Chair	Per Unit
02	Office Chair - S Model	Per Unit
03	Office Table - 4ft x 2.5 ft	Per Unit
04	Computer Table - 4ft x 2.5 ft	Per Unit
05	Multi Function Printer – (HP/Canon/Brother)	Per Unit

TERMS AND CONDITIONS

1. **Submission of Quotation:** The quotation must be submitted in a sealed envelope, superscribed as **"QUOTATION FOR SUPPLY OF ITEMS TO SOCIAL SECURITY SECTION - NAC, PATNAGARH"**, addressed to the undersigned.
2. **Documents Required:** The quotationer must submit self-attested copies of the following documents:
    - Valid GST Registration Certificate.
    - PAN Card.
3. **Price and Taxes:** The rates quoted must be inclusive of all applicable taxes (GST), transportation, delivery, loading, unloading and installation charges, wherever applicable.
4. **Warranty:** A minimum of **1 (One) Year On-site Warranty** shall be provided for the supplied items, wherever applicable.

5. **Delivery Period:** All items must be delivered and installed within **7 (Seven) days** from the date of issuance of the Purchase Order.
6. **Payment Terms:** 100% payment shall be made after successful delivery, installation (wherever applicable), inspection and satisfactory acceptance of the supplied items by the authority.
7. The supplied materials must be of good quality and conform to the required specifications.
8. Incomplete quotations or quotations received after the stipulated date and time shall not be considered.

SCHEDULE OF QUOTATION

- **Last Date & Time of Submission:** 12.11.2026 up to 1.00 P.M.
- **Date & Time of Opening:** 12.11.2026 at 4.00 P.M.
- **Place of Submission:** Office of the Notified Area Council, Patnagarh.

Executive Officer,
NAC Patnagarh

Memo No. 2764/Dt.04.11.2026

Copy to the Office Notice Board of NAC, Patnagarh and MIS is requested to upload the quotation call notice at Patnagarh NAC official Web Site for wide publication.

Executive Officer,
NAC Patnagarh