

# ODISHA POWER TRANSMISSION CORPORATION LIMITED

(A Govt. of Odisha Undertaking)

CIN No: U40102OR2004SGC007553

OFFICE OF THE CHIEF GENERAL MANAGER (Electrical)

## Department Of Safety

Regd. Office: Janpath, Bhubaneswar-751022, Odisha

Phone: (0674)-2546570/2540051(EPABX)-2231

NO: CGM-Safety-/127/2026

54

Dt: 4/2/2026

## QUOTATION CALL NOTICE

Sealed quotations are invited from Authorized Dealers / Manufacturers / Experienced Suppliers for the supply of the following items for the **55th National Safety Month Celebration** at PTC, Chandaka

### 1. SCOPE OF WORK:

The scope of work includes the supply and safe delivery of **200 sets of Stationery Kits** (Folder, Pen, and Writing Pad) for the **55th National Safety Month 2026**. The items shall be delivered in ready-to-use condition to the **Office of the CGM (Safety)/PTC Chandaka**

### 2. Item Specifications & Budget Allocation

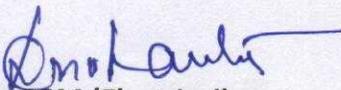
The total cost per kit shall not exceed **₹150.00 (Inclusive of GST)**.

Sl.	Item	Specifications	Unit Price (Incl. GST)
1	<b>Executive Folder</b>	FC size folder file made of superior quality PP or PVC material, tear resistant and water resistant, with durable smooth finish and <b>premium appearance</b> , minimum capacity of 150 sheets, and provided with flap and button or Velcro closure for secure document holding.	₹80 – ₹90
2	<b>Pen</b>	<b>Specification:</b> Blue or black ink ballpoint/roller pen with oil-based, high-quality, quick-drying, and smudge-resistant ink, tip size 0.7 mm or 1.0 mm for smooth writing, retractable or cap type, made of branded metal or premium plastic body with ergonomic grip and professional finish, from reputed brands	₹20 – ₹30
3	<b>Writing Pad</b>	Hard cover notebook of A5 size (A5: 14.8 cm × 21.0 cm), containing minimum 40–50 pages of high-quality(preferably 75–80 GSM ) white single-line paper	₹30 – ₹40

### 3. TERMS AND CONDITIONS:

- Submission of Quotation:** Sealed quotations must reach the **Office of the CGM (Safety), Bhubaneswar** on or before **27.02.2026** by **12:30 PM**.
- Opening of Quotations:** Quotations will be opened on **27.02.2026** at **3:30 PM**, in the presence of the tenderers or their authorized representatives, if any.

3. **Sample Submission:** Bidders must submit physical samples of each material on the day of quotation opening for quality assessment. Bidders are permitted to take back their samples immediately after the completion of the evaluation process.
4. **Defective Material Replacement:** Any material found to be defective shall be replaced immediately at the supplier's cost.
5. **Validity of Offer:** The offer must remain valid for a minimum period of 30 (thirty) days from the date of opening of the tender.
6. **Payment:** 100% payment will be made by **DDO, HQRS** after delivery of the material and submission of the GST Invoice.
7. **Firm Price:** The prices quoted by the tenderers shall be FIRM and FINAL, with no escalation permitted during the validity of the offer or execution of the order.
8. **Right to Reject:** The undersigned reserves the right to reject any or all quotations without assigning any reason thereof.

  
CGM (Electrical)

19/02/26

CC to:

- 1) C.G.M. (IT) for information and uploading in OPTCL website
- 2) Notice Board