

OFFICE OF THE PRINCIPAL

RURAL INSTITUTE OF HIGHER STUDIES (RIHS), BHOGARAI

Address: At/Po: Jaleswarpur, P.S: Bhograi, Dist: Balasore, Odisha, Pin: 756036

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REF. No: CC-55/28/5/46 / RIHS | Date: 20.06.2026

QUOTATION CALL NOTICE

Sealed quotations are hereby invited under a strict **Two-Bid System** from reputed registered firms, authorized dealers, and Original Equipment Manufacturers (OEMs) possessing valid GSTIN, PAN, and up-to-date Income Tax clearance for the supply, installation, and commissioning of **IT Infrastructure Equipment** at **Rural Institute of Higher Studies (RIHS), Bhograi**.

This procurement project is funded by the Department of Higher Education, Government of Odisha, vide Sanction Order No. **16576 / HE, Dated 23.03.2026 (E-Despatch No. 202575559760)** with a total sanctioned financial layout of **₹6,00,000/- (Rupees Six Lakh Only)**.

The procurement procedure, eligibility criteria, and contract execution shall be strictly governed by the provisions of the **Odisha General Financial Rules (OGFR), 2023**, as updated up to **04.06.2025**.

Submission Framework:

Bidders must submit their proposals in two separate sealed inner envelopes clearly marked "**Envelope-I: Technical Bid (Annexure-A)**" and "**Envelope-II: Financial Bid (Annexure-B)**". Both envelopes must be enclosed within a single, larger sealed outer envelope superscribed with "**Quotation for IT Infrastructure Supply - HE Order 16576**" and addressed to the Principal via Speed Post, Registered Post, or Courier.

Critical Timelines:

- **Date of Commencement of Notice: 20.06.2026**
- **Last Date and Time for Submission of Bids: 30.06.2026 up to 4:00 PM**
- **Date and Time of Opening Technical Bids (Envelope-I): 01.07.2026 at 11:30 AM (Office of The Principal)**
- *The opening date for Financial Bids (Envelope-II) will be communicated later to the technically qualified bidders.*

GENERAL TERMS & CONDITIONS (As per OGFR-2023 Updated Guidelines):

1. **Pricing Framework:** Rates must be quoted in Indian Rupees (INR) and must be completely inclusive of all packing, transport delivery, safe transit insurance, lifting, and physical on-site installation inside the college lab. No escalation of prices will be allowed.
2. **Delivery Schedule:** Time is the essence of this contract. Complete deployment, software loop testing, and active digital integration must be finalized within **10 days** from the issuance date of the official purchase order. Failure to comply will attract a liquidity damage penalty or cancellation of the order.
3. **Warranty Framework:** A minimum **3-year comprehensive on-site manufacturer warranty** is mandatory for all core computer systems and Online UPS systems from the date of successful commissioning.
4. **National Security Restriction (OGFR Rule 2023):** Any bidder from a country sharing a land border with India will not be eligible to participate unless the bidder is registered with the Competent Authority. A mandatory declaration must be submitted in the technical bid.
5. **Preference Metrics:** Price and purchase preferences will be extended to local MSMEs registered in Odisha and startups in accordance with the Odisha Procurement Preference Policy and OGFR rules.
6. **Payment Processing:** 100% financial disbursement will be processed digitally via PFMS / Direct Bank Transfer post successful structural validation, physical testing, and clearance sign-off by the College Purchase Committee. No advance payment will be made.
7. **Reservation of Rights:** The College Purchase Committee reserves all rights to amend procurement quantities, extend submission lines, or reject any or all bids without assigning prior justification.


Principal
20/6/26


Administrative
20/6/26

Bursar


Accounts
20/6/26

Bursar


Convener
20/6/26

Purchase Committee

ANNEXURE - A: TECHNICAL BID PROFILE (Envelope-I)

(To be typed on the bidder's official letterhead with self-attested supporting certificates)

Sl. No.	Documentation Profile Requirements	Details to be Filled by Bidder
1	Name of the Firm / Bidder Agency	
2	Registered Office Address (With Email & Phone)	
3	Type of Firm (Proprietorship/Partnership/Pvt Ltd)	
4	Valid GSTIN Registration Number (Attach Copy)	
5	Permanent Account Number (PAN) (Attach Copy)	
6	Latest Income Tax Return Acknowledgement Copy	[Attached / Not Attached]
7	Valid OEM Authorization Form (MAF) for Desktops & UPS	[Attached / Not Attached]
8	Land Border Security Undertaking (OGFR Rule 203)	[Attached / Not Attached]
9	Non-Blacklisting Certificate on Letterhead	[Attached / Not Attached]

ANNEXURE - B: FINANCIAL BID FORMAT (Envelope-II)

(To be submitted by the bidder inside a separate, securely sealed envelope)

To, The Principal, RIHS Bhograi, Balasore, Odisha.

Sir/Madam,

I/We hereby submit our most competitive itemized price quote for the modern IT Infrastructure installation at your college lab matching the hardware delivery guidelines under HE Order No. 16576:

Sl. No.	Item Name & Core Technical Specifications	Make & Model	Unit Price (INR)	GST %	GST Amount (INR)	Total Price Per Unit (Incl. GST)	Required Qty	Total Price (All-Inclusive)
1	Desktop Computers: Intel Core i5 (12th Gen/higher), 8GB DDR4, 512GB SSD, 19.5" LED Monitor, Keyboard, Mouse, Windows 11 Pro Genuine.						14 Nos.	
2	Online UPS: 3 KVA External Battery System with minimum 30–45 mins backup capacity on full load.						01 No.	
3	Multi-function Printer: Monochrome Laserjet (Print, Scan, Copy & Auto-Duplex configuration).						01 No.	
4	Networking Switch: 24-Port Gigabit Unmanaged Switch (D-Link/Cisco or equivalent).						01 No.	
5	LAN Cabling & Lab Setup: Cat6 UTP Cable layout, RJ45, I/O box termination, 6U Wall Server Rack, and lab dressing.						01 Job (14 Nodes)	
-	GRAND TOTAL NET BID COST							₹

Total Net Amount in Words: Rupees _____ Only.

The commercial pricing listed above remains legally firm, absolute, and valid for 90 days from the closure hours of this notice query.

Date: _____ | Place: _____
Authorized Vendor Signature & Seal: _____