

QUOTATION CALL NOTICE

Letter No 6537 /Date 12.12.2025

Sealed quotations are invited from intending Printing Firms/ Suppliers within Odisha having valid GSTN, registration, PAN and up to date IT clearance certificate for Printing and supply of Student's ID Card for the academic session 2025-26. The sealed quotation should reach the office of the undersigned on or before **30.12.2025, 5 P.M.** positively. The same will be opened in the C.B-001 (Conference hall) on **05.01.2026** at **12.00 Noon**. Quotations must be inclusive of all kinds of taxes and costs with delivery of the ID cards at the college premises within 15 days from the date of issue of the supply order.

Vendors must submit their quotation as per the specifications below.

1. Scope of Work

- Design & printing of PVC Students' ID Cards
- Printing of student details
- Printed Lanyard with college name/logo
- Card Holder (transparent type)
- Data setup & final proofing
- Delivery within specified timeline

2. ID Card Specifications

- Material: PVC
- Size: CR-80 (85.6 mm × 53.98 mm)
- Thickness: 760 microns
- Printing: Full-color, both sides
- Finish: Glossy or Matte

3. Quantity

Total ID Cards Required:

4. Lanyard Specifications

- Type: Printed Lanyard
- Width: Standard (16/20 mm)
- Printing: College Name and Logo
- Hook: Metal Fish hook

5. Card Holder

- Transparent plastic card holder
- Suitable for CR-80 size ID cards
- Good quality, unbreakable type

6. Vendor Requirements

- Sample printed ID card
- Sample printed lanyard

- Company registration documents
- GST number & PAN (along with IT returns of last 3 years)
- Delivery commitment letter
- Warranty (if any)

7. Price Format

Item _____ Rate per unit (inclusive of all taxes and costs) = (₹) _____

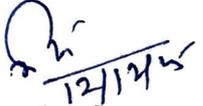
(PVC ID Card + Printing cost +
Printed Lanyard + Card Holder +
Data Setup/Printing Charges)

The bidder must quote one price inclusive of all the taxes and costs.

8. Terms & Conditions

- Prices must be inclusive of all taxes and costs.
- Delivery must be completed within 15 days.
- Payment after successful delivery and verification.
- Institution reserves the right to accept or reject any quotation.
- Quotation must remain valid for 30 days.
- To be delivered by the supplier at the college campus
- All quotations will be communicated through registered/speed post by India post only along with a sample.

The undersigned reserves the right to cancel any or all quotations without assigning any reason thereof. Quotation received incomplete in any respect after the expiry of the scheduled date and time shall be summarily rejected. All disputes are subjected to Angul jurisdiction only.


Principal

Copy to DIPRO/DEGM Collectorate, Angul for uploading on angul.odisha.gov.in
Copy to college website for wide circulation./AH notice board for information.


H.C.


Local Purchase Committee


Accounts Bursar


Admin Bursar


Academic Bursar