

**ODISHA UNIVERSITY OF AGRICULTURE AND TECHNOLOGY**  
**DIRECTOR OF PHYSICAL PLANTS**  
**SHORT QUOTATION CALL NOTICE**

The DPP, OUAT Bhubaneswar on behalf of His Excellence the Chancellor, OUAT invites sealed quotations from registered Agency/farms for “Annual Maintenance of EPABX Installed at second floor of OUAT Main Building on rent mode basis and connected EPABX telephones and cables inside OUAT at Bhubaneswar” for one year.

SI No	Scope of work	Cost of Documents (DD in favour of DPP OUAT , BBSR) (Non- refundable)	AMC Period
1.	Annual Maintenance of EPABX Installed at second floor of OUAT Main Building on rent mode basis and connected EPABX telephones and cables inside OUAT at Bhubaneswar. (For one year.)	2000.00	01 (One) Year

The quotation documents can be obtained from the office of the undersigned on payment of cost of quotation documents as above from Dt. **04.06.2026 to 24.06.2026 up to 11.30 A.M.** & will be received **up to 1.30 P.M of Dt. 25.06.2026** through registered post and will be opened at 3.30 P.M. on the same day in presence of the quotationers or their authorized representatives. The quotation document received after the scheduled date and time will not be considered. The details of above quotation documents are also available in OUAT website [www.ouat.ac.in](http://www.ouat.ac.in). from **Dt. 04.06.2026 to 24.06.2026 upto 11.30 A.M.** Intending quotationer can also download the quotation documents from the above web-site and submit the same along with cost of document.

The quotationer shall have to furnish (i) EMD in shape of NSC/KVP/POTD/FD in schedule bank amounting 2% of the quoted amount duly pledged in favour of DPP, OUAT payable at Bhubaneswar (ii) Attested photo copies of Valid PAN Card, GSTIN , valid registration certificate, Bank solvency certificate (Not less than quoted amount) (iii) The quotationer should provide similar nature of completion work certificate in last 5 financial years from any Government Organization or PSU, failing which quotation will be liable for rejection. (iv) Original affidavit by notary regarding authentication of documents. (V) Joint Venture agreement to execute with their Electrical sub-contractor as per rule 45 of Indian Electricity rules, 1956. EMD of unsuccessful bidder will be returned after tender finalization. EMD of successful bidder will be returned on submission of PBG amounting 5% of accepted bid amount.

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

Sd/-  
Director of Physical Plants

Memo No 2014/DPP., Dt. 03.06.2026

Copy to Secretary to Vice-Chancellor for favour of kind information of Hon'ble Vice-Chancellor.

Sd/-  
Director of Physical Plants

Memo No 2015/DPP., Dt. 03.06.2026

Copy in duplicate along with soft copy forwarded to Deputy Director (Advertisement) & Deputy Secretary to Government, I & PR Department, Bhubaneswar for kind information and necessary action with a request to get it published in 1 no local and 1 no national newspaper. The complimentary copy of the newspapers containing the tender Call Notice may be sent to this office in triplicate at the approved rate along with the full voucher copy, within 7 days from the date of publication of the advertisement for necessary payment.

Encl: Soft copy

Sd/-  
Director of Physical Plants

Memo No 2016/DPP., Dt. 03.06.2026

Copy forwarded to the Registrar/Comptroller/DPME, OUAT, Bhubaneswar for information and wide circulation. DPME, OUAT is requested to upload the details in OUAT website [www.ouat.ac.in](http://www.ouat.ac.in) .

Sd/-  
Director of Physical Plants

Memo No 2017/DPP., Dt. 03.06.2026

Copy forwarded to the all Odisha Contractors Association, 953, Jaydev College Road, Naharakanta, Bhubaneswar-752101 for information and wide circulation.

Sd/-  
Director of Physical Plants

Memo No 2018/DPP., Dt. 03.06.2026

Copy submitted to the CCE, Central Circle, Bhubaneswar /CCE, Khordha (R & B) Circle, Khordha for favour of information and wide circulation.

Sd/-  
Director of Physical Plants

Memo No 2019/DPP., Dt. 03.06.2026

Copy forwarded to the E.E. R & B Division No. I/II/III /IV&V Bhubaneswar/EE R & B Division Khordha for information and wide circulation.

Sd/-  
Director of Physical Plants

Memo No 2020/DPP., Dt. 03.06.2026

Copy to SDO I/C / AEE/ Asst. Engineers / Jr. Engineers/ Cashier / DAO, OUAT, Bhubaneswar of this office for information & wide circulation.

Sd/-  
Director of Physical Plants

Memo No 2021/DPP., Dt. 03.06.2026

Copy to Notice Board of D.P.P O.U.A.T. for information of all concerned and wide circulation.

Sd/-  
Director of Physical Plants

# QUOTATION

(2026 – 27)

OFFICE OF THE  
DIRECTOR OF PHYSICAL PLANTS,  
O.U.A.T., BHUBANESWAR – 751003

DETAILED QUOTATION CALL NOTICE

(TO BE FILLED UP BY THE QUOTATIONER)

Sold to Sri / Smt. M/s. : \_\_\_\_\_

Present Address : \_\_\_\_\_ Permanent

Address \_\_\_\_\_

Phone No. \_\_\_\_\_ / PAN NO. \_\_\_\_\_ GSTIN \_\_\_\_\_

Name of the work quotation for: Annual Maintenance of EPABX Installed at second floor of OUAT Main Building on rent mode basis and connected EPABX telephones and cables inside OUAT at Bhubaneswar. (01 (One) year)

- 1) Name of the division :- D.P.P, OUAT, Bhubaneswar
- 2) Name of the work :- Annual Maintenance of EPABX Installed at second floor of OUAT Main Building on rent mode basis and connected EPABX telephones and cables inside OUAT at Bhubaneswar. (01 (One) year)
- 3) Cost of Paper :- Rs. 2000.00
- 4) Value of EMD :- 2% of quoted amount
- 5) Stipulated time for completion :- 01 (One) Year.
- 6) Last date of sale of quotation documents :- Dt. 24.06.2026 up to 11:30 A.M.
- 7) Last date of Receipt of quotation documents :- Dt. 25.06.2026 up to 1:30 P.M.
- 8) Date of opening of quotation documents :- Dt. 25.06.2026 at 3:30 PM.
- 9) Agency : Registered Agency/farms

Under taking by the Quotationer

I do hereby undertake to abide the terms & conditions as stated in the terms and conditions of the contract.

Sign of Quotationer

To be filled up by the Quotationer

1) Name of the work :- \_\_\_\_\_

\_\_\_\_\_

2) Total quotation amount :- Rs. \_\_\_\_\_ (In words) \_\_\_\_\_

3) EMD deposited in shape of : - \_\_\_\_\_ Rs. \_\_\_\_\_ (Pledge or non pledge)

In words (Rupees \_\_\_\_\_)

4) Total no of Correction \_\_\_\_\_ / Over Writing \_\_\_\_\_ / Interpolation \_\_\_\_\_

Sign of Quotationer

Director of Physical Plants

Quotation Documents for the work		Annual Maintenance of EPABX Installed at second floor of OUAT Main Building on rent mode basis and connected EPABX telephones and cables inside OUAT at Bhubaneswar. (01 (One) year)
		Time of completion:- 01 (One) Year

Sl. No.	Description of Item	Qty	Unit	Rate quoted by the quotationer (Basic rate)		Percentage of GST
				In Figure	In Word	
1.	Annual maintenance EPABX system on rent mode basis including digital phone, digital analog card as requirement for PBX system.(Digital EPABX for 10 P&T & 128 and above internal Extension including all requirement for digital EPABX Exchange unit)	1	Per Quarter			
2.	Annual maintenance of telephone cable and telephone system including replacement of telephone cable, wire & telephone, digital telephone set etc as when required. (MDF to Telephone)	1	Per Quarter			
	Total = 02 (Two) Items only					

Sign of Quotationer

Director of Physical Plants

1. Time Period : 01 (One) Year.
2. Rates: The rate should be quoted by the quotationer as per above format.
3. Place of Work : OUAT, Main Building, Bhubaneswar .
4. Payments : No advance payment shall be made. The payment will made on successful completion of work on quarterly basis. The firm shall submit bill in triplicate.

### Document Required

1. Experience Certificate 5 years from Govt. Sector/PSU
2. PAN and GST registration Certificate.
3. Installation work shall be carried out with rule No. 45 of Indian Electricity Rule No. 1956.

### Terms and condition

- 1) The AMC is inclusive of replacement of components and this is including service charges. The duration of the AMC is valid for 01 (one) year only effective from the date of signing of the agreement. If necessary extension may be allow for another Two year subject to satisfactory performance.
- 2) The AMC applies to servicing and repairs with replacement of minor spares like  
  
and replacement of the telephones and system. Maintenance service shall consist of Compressive maintenance of the EPBAX system and its cables and will include supply and replacement of parts.
- 3) A experienced lift operator shall be engaged by the agency as per guide lines of Energy Deptt. Of Govt. Odisha.
- 4) In case, the service are not found to be satisfactory, the DPP reserves the right to terminate the contract at any stage without any notice.
- 5) The agency shall be responsible for breakdown or any mischief done by their staff and any loss of OUAT. DPP shall be recover from the bill of the agency.
- 6) Penalty for non-performance: (a) In the event of non-attending compliant within 48 hours, penalty @ Rs. 100/- per day per complaint shall be imposed on you and recovered from the withheld amount. (b) In the event of non-performance of the contract for more than one week the contract shall be rescinded invoking the bank guarantee for performance and the agent shall be debarred from future contract in OUAT.
- 7) An Agreement in Court Paper shall be executed by the agency within one month of issue this work order along with submission of the performance bank guarantee

Sd/- 03.06.2026

Sign of Quotationer

Director of Physical Plants