



Office of the Principal

**BALASORE MAHILA COLLEGE**

**Gopalgaon, Balasore-756001**

PhoneNo-06782-263102, Mob-9437710167, E-mail:balasoremahilacollege1982@gmail.com

**Notice No: -01/BMC/ADV/26**

**Date:-28.01.2026**

**SHORT TENDER CALL NOTICE**

Sealed tenders /quotations are invited from Registered Firms/Authorized Dealers/Manufacturers/Distributors for the supply of furniture items to Balasore Mahila College, Gopalgaon, Balasore.

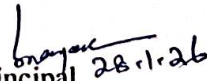
Interested bidders may quote for furniture items as per their eligibility. The sealed tender documents must be submitted through Registered post/Speed post/Courier service or by hand of an authorized person of the bidders and they should reach the office of the Principal, Balasore Mahila College Gopalgaon, Balasore by 1:30 P.M. on or before 04.02.2026. The sealed tenders will be opened at 11.30 A.M. on 05.02.2026 in the presence of the bidders or their authorized representatives in the office of the principal.

The tender notice and relevant updates are also available on the college website: [www.balasoremahilacollege.in](http://www.balasoremahilacollege.in). The tender format and terms and conditions may kindly be downloaded from the above college website

**\*TERMS AND CONDITIONS :-**

1. Bidders must submit an authorized certificate
2. Attach copies of GST Registration and PAN Card.
3. Tender containing furniture must match the Annexure-1
4. Quotation rates must include GST.
5. Brand name and company must be clearly specified for each item.
6. Selection will be based on quality, cost, durability, and past performance.
7. Delivery of furniture must be completed within 12 days of the purchase order date for furniture items.
8. All items must be delivered to the college premises in your cost.
9. One sample of bench, high desk, and office chair for display in college (Refundable) at your own cost.
10. The Samples will be kept in the college until delivery of all items otherwise it will be forfeited.
11. Without sample of bench, high desk, and office chair, tender will be cancelled.
12. Payment will be made through bank cheque only after successful delivery and installation
13. The college authority reserves the right to accept/reject any or all tenders without assigning any reason.

**Note: Items should match the specifications listed in Annexure -1**

  
Principal  
Balasore Mahila College,  
Gopalgaon, Balasore

**OFFICE OF THE PRINCIPAL  
BALASORE MAHILA COLLEGE GOPALGAON, BALASORE.  
ODISHA, PIN-756001**

**Tender Application/Format**

The format below to be filled up by the bidder:-

**Details of the Bidder**

**01. NAME & ADDRESS:-**

NAME OF BIDDER/FIRM	ADDRESS WITH CONTACT NO.	
	HEAD OFFICE	BRANCH OFFICE

**02. STATUTORY REGISTRATION:**

REGISTRATION	No. with proof of document	Cleared /Paid upto...
GST Detail		
Income Tax /PAN		
Other if Any		

**03. EXPERIENCE & CREDENTIALS**

SL	Authorized for furniture (Sales and Service) With Brand name	No of Years' Experience	Supply, of furniture and installation supporting documents	Proof of Documents enclosed Y/N
01				
02				
03				

*Longue 28.1.26*  
**Principal**  
Cum Secretary  
Balasore Mahila College



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**04. DATE OF SUBMISSION, LAST DATE & OPENING DATE OF TENDER:**

Date of submission	Last date of receiving Tender in College	Opening date of Tender in College	Place of opening of Tender	Mode of Despatch of sealed Tender
	1.30 P.M. On 04.02.2026	11.30 A.M. On 05.02.2026	Office of the Principal Balasore Mahila College, Gopalgaon, Balasore.	By Registered Post /Speed Post/Courier or By hand of an authorized person of the bidder having ID proof (Please strike off which is not necessary)

**05. DELIVERY OF SAMPLE/MODEL OF ONE BENCH, ONE HIGH DESK AND ONE OFFICE CHAIR FOR DISPLAY**

Date of Delivery	one Sample Bench (Refundable) as per tender submitted	one Sample High desk (Refundable) as per tender submitted	Place of display	Remark
On or before 11.00 A.M., 05.02.2026	(Yes/No)	(Yes/No)	Balasore Mahila College, Gopalgaon, Balasore.	Transport charge In your own cost

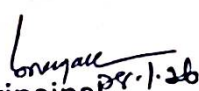
**DECLARATION BY THE BIDDER**

All the statements made above are true and correct to the best of my knowledge & belief. If any documents/statements are found to be false/fake/forged later on, my candidature as a bidder will be forfeited & the tender application/Bid will not be considered.

Date:

Place:

Seal & Signature of the Bidder

  
Principal  
Cum Secretary  
Balasore Mahila College

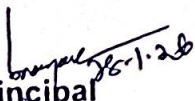
## **ANNEXURE- 1**

### **DETAILS OF SPECIFICATIONS OF FURNITURE ITEMS: (Fill up only the unit price including GST)**

Sl. No.	Name of Item.	Description/Specification of Item	Warranty	Unit price including GST	Remark
01.	Two students sitting bench	1. Frame Material:- GI (25mmX25mmX2mm square pipe and (19mmX3mm) flat 2. Bench top material:-18mm MDF (Medium density fiber board 3. Sitting capacity:- Two seater 4. Product type:- Students sitting bench 5. Size:-36" (L) X 10" (W) X18" (H)	Two years		One sample bench to be delivered for display in college on or before the tender opening date (Refundable)
02.	Two students reading high desk	1. Frame Material:- GI (25mmX25mmX2mm) square pipe and (19mmX3mm) flat 2. High Desk top material:-18mm MDF (Medium density fiber board) 3. Writing capacity:- Two students 4. Product type:- Students reading High Desk 5. Size:-36" (L) X 12" (W) X30" (H)	Two years		One sample high desk to be delivered for display in college on or before the tender opening date (Refundable)
04.	Office Chair	1. Four Legged Office Chair 2. Material :- Stainless Steel round pipe of 25mm dia 3. frame structure: - seat, backrest & handle. 4. The seat & backrest supported with synthetic leather & cushion of 50mm thick with PVC handle grip. 5. Overall dimensions 920mmX510mmX490mm 6. Anti skid cap in legs	Two years		One sample office chair to be delivered for display in college on or before the tender opening date (Refundable)

Seal & Signature of the Bidder

With Complete address

  
Principal  
Cum Secretary  
Balasore Mahila College