



**STATE INSTITUTE FOR RURAL DEVELOPMENT & PANCHAYATI RAJ**  
**Panchayati Raj & Drinking Water Department, Govt. of Odisha**  
**UNIT-VIII, BHUBANESWAR**



**TENDER CALL NOTICE**

No. : 774

Date : 05.04.2023

Sealed tenders are invited in the prescribed format from the intending registered firms / manufacturers / authorized dealer / Service Providers / SHGs / GPLFs having valid & up to date Income Tax Registration, PAN & Registration under GST Act for providing the followings similar nature of the services to SIRD & PR, Bhubaneswar.

- 1) Supply of Training Kits, Office Stationeries & Computer Consumables.
- 2) Supply of Jute & Cotton Folders / Bags.
- 3) Providing of services for Photo copy, Spiral Binding & DTP.
- 4) Providing of services for hiring of different category of vehicles on Monthly & Daily Basis.
- 5) Providing of services for Sweeping, Cleaning & Sanitation.
- 6) Providing of services for Development & Maintenance of Lawn & Garden.
- 7) Providing of Catering Services.
- 8) Providing of services for Photography & Video Recording.
- 9) Providing of services for Housekeeping.

Interested vendors / firms / agencies may visit the office website [www.sirdodisha.nic.in](http://www.sirdodisha.nic.in) from 07.04.2023 10.00 AM for downloading the details of ToR such as tender documents, specification, terms and conditions etc. Further, addendum / corrigendum / cancellation of any tender can be seen in the office website only. The tender should reach addressing Director, SIRD & PR, Near Stewart School, Unit-VIII, Gopabandhu Nagar, Bhubaneswar-751012 with the requisite documents through Registered / Speed Post / Courier Service within the scheduled date and time mentioned below:-

**Last date of receipt of Bid : 20.04.2023 - up to 5.30 PM**

Date & Time of Opening: General Bid and Financial Bid: For details please see the official website .

Sd/-  
DIRECTOR