



# Odisha State Co-operative Handicrafts Corporation Ltd.

D-2/3 & 4, Industrial Estate, Rasulgarh, Bhubaneswar-751010, Ph-0674-2975390

Qtn. No.: 777/OSCHC/2026

Date 07/03/2026

## QUOTATION CALL NOTICE

Sealed quotations are invited from registered Fire Safety Service Providers for **Refilling, Servicing, Fixing and Annual maintenance of Fire Extinguishers** at Odisha State Co-operative Handicrafts Corporation Ltd. (Utkalika), Shed No. D-2/3 & 4, Industrial Estate, Rasulgarh, Bhubaneswar. The detailed terms and conditions can be seen/downloaded from the website [www.utkalikaodisha.com](http://www.utkalikaodisha.com).

**Last Date of Submission: 12.03.2026 up to 5.00 P.M.**

**Opening Date: 13.03.2026 at 11.00AM.**

The detail terms and conditions can be seen / downloaded from the official website [www.utkalikaodisha.com](http://www.utkalikaodisha.com). The authority reserves the right to accept or reject any or all quotations without assigning any reason thereof.

Sd/-

Managing Director  
OSCHC Ltd. (UTKALIKA)

Memo No...778.....Date..07/03/2026

Copy to Notice Board & Website of Head Office for display of the same for wide publicity.

Sd/-

Managing Director  
OSCHC Ltd. (UTKALIKA)



## **Odisha State Co-operative Handicrafts Corporation Ltd.**

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### **1. Name of Work**

**Refilling, Servicing, Fixing and Annual maintenance of Fire Extinguishers** at Odisha State Co-operative Handicrafts Corporation Ltd. (Utkalika), Shed No. D-2/3 & 4, Industrial Estate, Rasulgarh, Bhubaneswar.

### **2. Scope of Work**

The scope includes:

- a. Refilling of all types of fire extinguishers.
- b. Servicing and pressure testing as per statutory norms.
- c. Replacement of defective/damaged parts (if required).
- d. Proper fixing/installation.
- e. Annual Maintenance Contract (AMC) for a period of **minimum 3 years and up to 5 years**, covering:
  - Periodic inspection (quarterly/half-yearly as applicable)
  - Preventive maintenance
  - Mandatory refilling as per validity norms
  - Minor repairs during contract period

### **3. Contract Period**

The contract shall be awarded initially for **3 (Three) Years**, extendable up to **5 (Five) Years** based on:

- a. Satisfactory performance
- b. Requirement of the Corporation
- c. Approval of Competent Authority
- d. Mutual consent on rates (if required)

The AMC rates shall remain firm for the initial 3-year period.

### **4. Eligibility Criteria**

The bidders must:

- Be a Registered Agency/Authorized Fire Safety Service Provider.
- Possess valid PAN and GST Registration.
- Have experience in similar nature of work.



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- Not have been blacklisted by any Government/Semi-Government/PSU organization. ( submit self-declaration regarding no-blacklisting)
- Have experience in similar nature of work and have adequate technical manpower for AMC support.

## 5. Important Dates

SL No	Particular	Date and Time
1	Last Date/Time for Submission	12.03.2026/05.00PM
2	Date/Time for Opening	13.03.2026/11.00AM

Quotations received after the scheduled time shall not be considered.

## 6. Submission Procedure

- Quotation shall be submitted in sealed cover superscribed as:  
**"Quotation for Refilling, Servicing & AMC of Fire Extinguishers"**.
- Quotation shall include:
  - Initial servicing/refilling rates.
  - Annual AMC rate (per year basis).
  - All required documents as per eligibility criteria.
- The quotation must be addressed to **"The Managing Director, OSCHC Ltd., Rasulgarh, Bhubaneswar"**.

## 7. Evaluation & Award

- The quotation shall be evaluated on lowest (L1) rate basis, considering:
  - Initial servicing cost (Unit cost and total cost)
  - AMC cost for 3 years and 5 years
- The authority reserves the right to negotiate with L1 bidder, if required.
- Work order shall be issued to the selected bidder after approval of the competent authority.

## 8. Payment Terms

- Payment for initial servicing/refilling shall be made after satisfactory completion.



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- b. AMC payment shall be made on yearly basis after satisfactory service certification by the competent authority.
- c. No advance payment shall be made unless approved by competent authority.

### **9. General Terms & Conditions**

- Rates quoted shall be inclusive of all taxes, duties, transportation and incidental charges.
- The agency shall comply with fire safety standards and statutory requirements.
- Performance may be reviewed on regular basis.
- The corporation reserves the right to terminate the contract for unsatisfactory performance.
- The Corporation reserves the right to accept or reject any or all quotations without assigning any reason thereof.
- In case of any dispute, the decision of the Managing Director shall be final and binding.

### **10. Blacklisting Declaration**

The bidder shall submit a declaration that the firm has not been blacklisted by any Government / Semi-Government/PSU organization.

Sd/-  
Managing Director  
OSCHC Ltd. (UTKALIKA)