



GOVERNMENT OF ASSAM

OFFICE OF THE DEPUTY COMMISSIONER, UDALGURI, ASSAM.
Telephone No.03711-224433 Email:- dc-udalguri@nic.in
(Nazarat Branch)

NOTICE INVITING TENDER

Sealed quotations affixing court fee stamps worth Rs. 8.25 (Rupees eight and paisa twenty five) only are hereby invited from the reputed vendors for photocopy printing of the documents during the Agniveer Recruitment Rally in the Parade Ground of Deputy Commissioner's Office, Udalguri to be held from 1st November to 30th November, 2022. The quotations will be received up to 02:00 PM 26/10/2022 and will be opened at 03:00 PM on the same day. The quotationers/ representatives may remain present while opening the quotation.

Sl. No.	Particulars	Remarks
1.	Photocopy of A4 Size Paper	Rate per photocopy
2.	Photocopy of Legal Size paper	Rate per photocopy

Terms & Conditions:

1. The rate fixed shall remain valid for the duration of Agniveer Recruitment Rally, 2022 to be held at DC Office Parade Ground at Udalguri from the date of acceptance.
2. Overwriting in the quotation paper will not be entertained.
3. The bidder must have a shop of his own and must be a licence under the ATA (L&C) Order 1982.
4. Rate against each item should be clearly written both in figure and words.
5. It is not binding on the undersigned to accept the lowest rate.
6. The undersigned reserves the right to accept or reject any or all quotations without showing any reason thereof.
7. Rate should be quoted inclusive all taxes.
8. Items offered shall be of good quality. Supply of substandard, inferior quality materials shall be rejected with forfeiture of security money subsequent legal action.
9. Supplier should mention their PAN/ TIN Numbers along with the quote.
10. Supplier should mention their address along with the contact numbers.
11. The suppliers should mention their brands which will be supplied at the price quoted compulsorily.
12. The bidder should have to submit a copy of Trade Licence, Pan Card, Bank statement for last 6 (six) months, GST Registration Certificate & Income Tax return for last 3 (three) years.
13. Payment will be made as when fund receive from Govt.
14. For 1 (One) year warranty should be provided by the vendor. 1 (One) year of liability Period.

Note :

1. Without the aforesaid documents, the bid document will be treated as invalid.
2. The bidder should put his signature on all the documents.
3. Participating bidder must quote the rates for all the listed items, otherwise the bid document will be treated as invalid.


Addl. Deputy Commissioner,
Udalguri.

Memo No. UNZ-50/2022-2023/127

Date. 19/10/2022

Copy to:-

1. The Commissioner, North Assam Division, Tezpur for favour of kind information.
2. The Commissioner & Secretary to the Govt. of Assam, General Administration Branch Deptt., Dispur, Guwahati-06 for favour of kind information and necessary action.
3. The District Information & Public Relation Officer, Udalguri. She is requested to give wide publicity through local offices, officials websites and other channels.
4. The DIO, NIC, Udalguri for information and necessary action.
5. Office file.



Addl. Deputy Commissioner,
Udalguri.