



GOVERNMENT OF ASSAM  
**OFFICE OF THE DISTRICT COMMISSIONER::: UDALGURI**  
(Nazarat Branch)

Telephone No. 03711-224433

email: dc-udalguri@nic.in

NOTICE INVITING TENDER

Sealed quotations affixing court fee stamps worth Rs. 8.25 (Rupees eight and paise twenty five only) are hereby invited from the reputed suppliers/ firms for Service Agreement for supply of Refreshment Items as described in Annexure-A for the Financial Year 2024-25 for Circuit House, Udalguri. The quotations will be received upto **02:00 PM of 02/09/2024** and will be opened at **03:00 PM** on the same day. The bidders/ representatives may remain present while opening the quotation.

Details of items: At Annexure-A

**The Terms & Conditions:**

1. The Bid is to be submitted (by hand) following 1(one) envelope system in sealed envelope affixing Court fee stamp of Rs. 8.25 (Rupees eight and twenty-five paise) only and to be dropped in the Tender Box of the office of the undersigned. The sealed cover shall be superscribed as given below:

“BID FOR SUPPLY OF REFRESHMENT AT CIRCUIT HOUSE CANTEEN FOR THE  
FY2024-25”

(TENDER NO. ECF No. 79339/7-A)

Name & Address of the Bidder: XXXXXXXXXX

2. The rate fixed shall remain valid at least for one year from the date of acceptance and the O/o the District Commissioner, Udalguri, reserves the right to extend the application of the rates even beyond this.
3. Over writing in the quotation paper will not be entertained.
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. The rates should be genuine and reasonable and at the prevailing market rate and rates should be quoted as inclusive of GST and any other taxes/ charges. The rates once quoted cannot be altered/ withdrawn after submission of the Bid.
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/ GST numbers along with the quote.
10. Supplier should mention their address for correspondence along with the contact number.
11. Payment will be only be made as and when funds are received from Govt. under appropriate Head of Account, and the bidders shall have no right to any advance payment. In the event of delayed payment due to administrative reason, the bidder will have no legitimate right to claim for any kind of compensation.
12. The Bidders should furnish the following documents duly self-attested along with the bid documents, failing which, the Bid will be liable for rejection.
  - a. Copy of AADHAAR Card
  - b. Copy of PAN Card
  - c. Copy of GST Registration Certificate
  - d. Copy of Bank Passbook/cancelled cheque against the firm
  - e. Copy of Tax Clearance Certificate (GST and IT)

- f. A Certificate to the effect that the Bidder has not been blacklisted by any Govt. (Central/State) Department, Institution or Public Sector Undertaking (PSU) Organisation.
13. Average Annual Turnover of minimum Rs.10,00,000.00(Rupees Ten Lakhs only) in the last three financial years i.e. 2020-21, 2021-22 and 2022-23. CA Certified Turnover Certificates with UDIN needs to be furnished along with the bid documents.
  14. The winning bidder shall enter into an Agreement with the O/o the District Commissioner, Udalguri, to provide his/her services at the Circuit House Canteen subject to such conditions as may be required, and failing to which the bid will be offered to the next lowest bidder. The District Commissioner, Udalguri, also reserved the right to cancel the agreement without citing any reason whatsoever.
  15. Every page of the bid must be serially numbered, indexed, stamped and signed by the authorized representatives of the bidder, failing which, it is liable to be rejected.
  16. Participating bidder must quote the rate for all the listed items, otherwise the bid document will be treated as invalid.

District Commissioner,  
Udalguri

Memo No.79339/7-A

Copy to:

1. The Circle Officers (All), Udalguri District, for information and necessary action. They are requested to display the NIT in their Notice Board or any area for public display.
2. The DIPRO, Udalguri, for information and necessary action.
3. DIO, NIC, Udalguri, for information with a request to upload in the district website
4. The Executive Officer, Tangla and Udalguri for information and giving wide publicity.
5. Notice Board, DC's Office, Udalguri,
6. Office file.

**(e-Signed)**  
District Commissioner,  
Udalguri.

## Annexure –A

SI	Item Name	Rate in Figure	Rate in words
1	Tea with Milk	Rs.	
2	Black Tea	Rs.	
3	Coffee with Milk	Rs.	
4	Black Coffee	Rs.	
5	Puri-Sabji (Per plate-3 Pieces)	Rs.	
6	Bread-Butter & Jam (4 Pieces)	Rs.	
7	Boiled Egg per Piece	Rs.	
8	Omlet per plate	Rs.	
9	Fruit Juice (Seasonal) Per Glass	Rs.	
10	Milk Per Glass	Rs.	
11	Poha per Plate (Full/Half)	Rs.	
12	Corn Flakes in Standard Bowl (Full/Half)	Rs.	
13	Aloo Paratha with curd and pickle & Sabji per plate	Rs.	
14	Plain Roti per piece with sabji	Rs.	
15	Green Salad per plate	Rs.	
16	Veg Thali with Rice, Dal, Mix veg, Mix dry fry, Papad, Sapati, Salad, Aloo pitika & Pickle per plate	Rs.	
17	Chicken Curry (Broiler) per plate (Full/Half)	Rs.	
18	Chicken Curry (Local) per plate (Full/Half)	Rs.	
19	Mutton Curry per plate (Full/Half)	Rs.	
20	Duck Curry per plate (Full/Half)	Rs.	
21	Pigeon Curry per plate (Full/Half)	Rs.	
22	Fish Curry per plate (Full/Half)-Bahu/Row	Rs.	
23	Fish Curry Per plate (Full/Half)- Magur	Rs.	
24	Fish Curry Per Plate (Full/Half)-Getu (Bhotia) Fish	Rs.	
25	Fish Curry Per Plate (Full/Half)-Small Local Fish	Rs.	
26	Egg Curry per plate (Full/Half)	Rs.	
27	Paneer Curry per plate (Full/Half)	Rs.	
28	Mushroom curry per plate (Full/Half)	Rs.	
29	Veg. Pakora per plate (6 Pieces)	Rs.	
30	Paneer Pakora per plate (6 Pieces)	Rs.	
31	Egg Pakora per plate (2 Pieces)	Rs.	
32	Chicken Pakora per plate (6 Pieces)	Rs.	
33	French Fries Per Plate	Rs.	
34	Dry Fruits (Per 250 gms of Cashew, Dried Raisings, Almonds and Khejur/Dates each)	Rs.	
35	Water Bottle (500ml / 1L)	Rs.	
36	Water Bottle (20L Jar)	Rs.	