

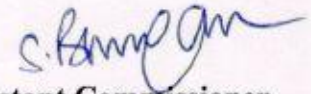
GOVT. OF ASSAM
OFFICE OF THE SUB-DIVISIONAL OFFICER (CIVIL) : : JONAI : :
Dist. Dhemaji

No.JN-1/PT-I/2019

Dated Jonai the 16th Oct./2019

Request for Quotation

1. You are invited to submit your most competitive sealed quotation affixing court fee of **Rs 8.25/-** (Eight rupees and twenty five paisa) for the following items as shown in Annexure-I.
2. Quotation shall be for full quantity as described in the Annexure-I. All duties taxes and other levies payable by the supplier under the contract after being awarded shall be included in the unit price. The price quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to any adjustment on any account. The price shall be quoted in Indian Rupees.
3. Each bidder shall submit only one quotation.
4. The purchaser shall evaluate the quotations and compare the quotation determined to be substantially responsive which are signed and conform to the terms and conditions mentioned here.
5. The quotations shall be evaluated for all items together.
6. The purchaser shall award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the most competitive evaluated quotation price along with quality and proper specification.
7. Notwithstanding the above, the purchaser reserves the right to accept or reject any quotation and to cancel the bidding process and reject all quotation at any time prior to the award of contract.
8. The bidder whose bid is accepted shall be notified of the award of contract by the purchaser. The terms of the accepted offer shall be incorporated in the purchase order.
9. All items supplied shall be under warranty of 24 months from the date of successful acceptance of items.
10. Information brochures / product catalogues must be accompanied with quotation clearly indicating the model quoted for.
11. Sealed quotation to be submitted super scribing "Quotation for furniture SDOC" delivered to the address SDO (C), Jonai office, Pin-787060, Assam.
12. Payment shall be made in Indian Rupees as follows: - Delivery, installation, satisfactory acceptance-100% of the total cost. The bidders also need to submit a performance guarantee of Rs. 50(fifty) thousand. No advance payment will made.
13. The registration nos. of the firms along with GST, IT registration number (PAN) along with place of registration, Bank details, up to date registration certificate and valid trade license needs to be enclosed with the bid.
14. All items to be supplied should be new, good quality and standard items.
15. All parties may submit quotation only if they agree to the items and conditions mentioned here. Any request for change of any terms and condition shall not be accepted.
16. The bidder should have a turnover of at least Rs. 15 lakhs in any three financial years of last five financial years duly certified by C.A.
17. The bidder shall quote for all the items of the quotation. The estimation of competitive price shall not be done on individual items basis but on overall packages of goods. Conditional and optional bid shall be rejected.
18. The last date of submission of bid shall be 01/11/2019, 3:00 PM at the office of SDO (C) Jonai.



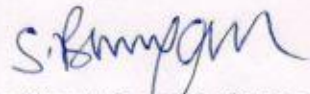
**Assistant Commissioner
Jonai**

Dated Jonai the 16th Oct./2019

Memo No. No.JN-1/PT-I/2019

Copy to :-

1. The Secretary, General Administration Department, Dispur for favour of kind information.
2. The SDI & PRO, for wide circulation in vernacular /English daily. She shall also ensure that the quotations publish in the official website of DC Dhemaji.
3. Notice Board.
4. Office copy.



**Assistant Commissioner
Jonai**

Annexure-I

Sl No.	Name of Items	Details
1	Executive Desks	Size – 5 feet × 3 feet. Size – 6 feet × 4 feet. One side three drawers and one keyboard holder.
2	Revolving Chair	Fully fox leather foam(for e-g. kurlon foam) with high back.
3	Non-Revolving Chair	Fully fox leather high quality foam(for- e-g.kurlon foam) with mid back.
4	Almirah	22 guage 6.5 feet × 2.5.feet high quality steel with shelves and locker.
5	File Cabinet	6-6.5 feet × 3-3.5 feet 5 shelf high quality steel.
6	Sofa	3 × 1 × 1 Fully fox leather with high quality foam (e.g- kurlon) 5 seater
7	Center Table	Teak wood center table with dimension 2.5 feet × 1.5 feet
8	Double Bed	6 feet × 6.5 feet with teak wood Beds, without box and with side tables.
9	Dining table	6 seater, 6 feet × 3 feet. Wooden Dining Table with matching chairs.
10	Single Bed	3 feet × 6.5 teak wood without box Bed.
11	Mattress	Branded Mattress for items (8) and (10) (Kurlon, Sleep well etc.)
12	Conference Hall	26 feet × 3 feet × 2 feet 5 inch wooden table 11 feet × 3 feet 5 inch × 2 feet 5 inch wooden Table


Assistant Commissioner
Jonai