ASSAM POLICE HEADQUARTER
ULUBARI, GUWAHATI-7.

NOTICE INVITING TENDER.

Sealed quotation affixing Court Fee Stamp of Rs. 8.25 (Rupees Eight and Paisa twenty five) only are hereby invited from the Registered Firms / Supplier and other Contractors who are Financially sound for **Supply of Sanitary and water supply materials** as per enclosed list of the Engineering Cell of Assam Police Headquarters, Ulubari, Guwahati -7 for normal maintenance work of Police Complex, Zone-I, Zone-II , Sr. Officers Flats, Bungalow's etc. for the year of 2022-2023 pand will be received by the undersigned or by his authorized agent up to 14.00 hours on 21-12-2022 the quotations will be opened on the same day or the next day in case it happens to be a holiday at Assam Police Headquarters, Ulubari, Guwahati-7 at 15.30 hours. The interested quotationers or their authorized agents may be present at the time of opening quotations.

Terms & Condition.

1 The quotationer must be furnished valid copy of the **Contractor Registration Certificate** (Procurement of Goods and Services) issued by the Assam Police Headquarters, Ulubari, Guwahati -7.

2 Rates against different items should be quoted visibly either by pen or type writing in figures and in words . Any correction must be attached with signature by the quotationers. There should not be over writing / erasure in rates.

3 The quoted rates should exclude GST and all charges on delivery to the Engineering Cell of Assam Police Headquarters, Ulubari, Guwahati-7.

4 Each quotation must be accompanied by earnest money of Rs. 10,000.00 (Rupees ten thousand) only duly pledged to the undersigned in the form of NSC / KVP / CD / FD. Earnest money of unsuccessful quotationers shall be refunded after finalization of the quotations. Successful quotationers may convert the earnest money to security money if so desire.

5 Transfer of earnest money deposited earlier occasions to this Directorate will not be considered as earnest money deposited for this purpose.

6 The quotationer must be enclosed with Photo copy of PAN, GST Registration certificate, labour license issued by the competent authority. All relevant supporting document should be self attested by concerned quotationer.

7 Quotationer must also furnish attested copy of Trade License issued by the competent authority.

8 Rates quoted by the firm must be justified with market rates.

9 The successful quotationer will be required to execute an agreement with the undersigned and to deposit an amount of Rs. 10,000.00 (Rupees Ten thousand) only as security deposit in the form of NSC / KVP / CD/ FDR of Bank before commencement of supply.

10 The successful quotations must be in position to supply the articles immediately as and when required. In default, his quotation / agreement will be cancelled and the earnest money / security deposit amount will be forfeited.

11 The undersigned reserves the right not to place any order even after execution / acceptance of the formal contract agreement and for which no claim or compensation what so ever will be entertained.

12 The undersigned is not bound to accept the lowest rate quotation and may reject any or all the quotations without assigning any reason thereof.

13 While quoting rates the quotationer must mention the make / Brand etc. of the articles for which rates are quoted along with details specification, leaflet if any.

14 The seal cover containing the quotation should be superscribe as for **Supply of Sanitary and water supply materials** and name and address of the Firm / Quotationer should be written on the cover bearing the quotation.

15 Detailed particulars may be collected from the A.P. Headquarters, Ulubari, Guwahati -7 (Engineering Cell working hours up to 19-12-2022 on payment of Rs. 500.00 (Rupees Five hundred) only uncrossed **Indian postal order** in favour of undersigned.

16 In case of any dispute between the Firm /Supplier/ Contractor with the undersigned, the decision of the D.G.P. Assam will be final and binding on the parties.

17 All the legal proceedings arising out of any dispute between the party shall be settled within the territorial jurisdiction of Guwahati .

18 The approved quotationer is solely responsible for replacement of any damaged / defective articles within the warranty period.

page contd.

19 Quoted rate and its brand should be written separately, in individual item

20 Audited Financial statement for last 2 (Two) Financial year by C.A. should be furnished

21 I.T. Return of last 2 (Two) Financial years should be furnished.

22 Non blacklisting affidavit should be submitted.

23 An Index of documents attached with the quotation to be shown separately.

Asstt. Inspector General of Police, (Admn.)
Assam ::: Guwahati :::

Memo No. EC/ 14/231/87-88/ Vol-VII/5 Dated Guwahati the 5th Dec. / 2022.

Copy forwarded to :-

1 The Commissioner of Police, City Guwahati / Superintendent of Police Kamrup for wide circulation

2 The Commandant 4th & 10th A.P. Battalion Headquarter, Kahilipara, Guwahati -19 for wide circulation.

3 The Executive Engineer, PWD Guwahati Road / building Division, Fancy Bazar, Guwahati for wide circulation.

4 The Chief Public Relation Officer, A.P. Hqrs., Ulubari, Guwahati -7 for information and necessary action. He is requested to publish in all local dailies at least for 2 (Two) days. He will furnish paper cutting of NIT to Engineering Cell of A.P. Hqrs. Will submit news paper cutting at the time prior to the date of opening of tender as a proof of wide publicity.

5 The Officers In – charge of Assam Police website. He is requested to upload the NIT in Assam Police website.

6 The I/C Engineering Cell will ensure wide publicity of the NIT. He will submit paper cutting of NIT before opening of tender to confirm wide publicity requirement.

7 All local firm / Suppliers / Contractors for information and necessary action.

8 Office Notice Board.

Asstt. Inspector General of Police, (Admn.)
Assam ::: Guwahati :::