

**OFFICE OF THE SPL. DIRECTOR GENERAL OF POLICE, (BORDER), ASSAM,  
SRIMANTAPUR :: BIHANGAGARH :: GUWAHATI-32**

**NOTICE INVITING TENDER**

Scaled tenders affixing court fee stamp of Rs. 8.25 (Rupees eight and paise twenty five) only are hereby invited from the intending registered contractors/ suppliers for supply of **Stationery, Computer, Electrical and Miscellaneous** articles for the financial year **2023-24** in the office of the Spl. Director General of Police (Border), Assam, Srimantapur, Guwahati. The tenders will be received by the undersigned on or before **18-03-2023** up to 2 P.M. and will be opened on the same day at 3 P.M. in presence of Tenderers or their authorized representatives who may like to be present. If the last date of receiving tenders falls on any holiday / bandh etc. the subsequent working day will be treated as the last date of receiving the tenders. Tender paper will be available for collection from this office during office hours and no any tender will be accepted after due date and time.

**TERMS AND CONDITIONS:-**

1. The Tenders must be in Scaled Cover and should be superscribed **“TENDER FOR SUPPLY OF STATIONARY, COMPUTER, ELECTRICAL & MISC ARTICLES FOR THE YEAR 2023-24”** in the office of the Spl. Director General of Police (Border), Assam, Guwahati and to be put in the Tender Box placed in front of Office Chamber of Superintendent of Police (B), Assam, Guwahati 1<sup>st</sup> Floor.
2. The rate of the items should be written legibly both in figures and words against each item with clear indication of quantum (i.e. each/ dozen/box/ Kg/ Pkt/ No/ Size/unit etc.). Any over writing, erasing etc. of the rates quoted will be rejected. Any alteration of the rates should be duly signed.
3. While quoting the rates the tenderer must mention the brand, make and quality of the articles for which the rates quoted stand for.
4. The rates quoted against each items should be inclusive of GST/ Tax etc.
5. The tenderers should submit Earnest Money Deposit of Rs. 5,000/- (Rupees five thousand) only in the shape of **NSC/KVP/DD/Banker Cheque** pledged in favour of Supdt. of Police (Border), Assam, Srimantapur, Guwahati-32 along with the tender. No Cheque or cash will be accepted.
6. The successful tenderers shall have to furnish Security Deposit of Rs. 10,000/- (Rupees ten thousand) only and shall furnish in the same manner as in clause-5.
7. The Earnest Money of the unsuccessful tenderers will be returned to them immediately after finalization of the tenders. The Earnest Money of the successful and approved tenderers may be adjusted as Security Deposit if desire by the party concerned. The Security Deposit will normally be returned to the contractors concerned after completion of the financial year.
8. The tenderers must submit self attested copies of following documents alongwith the tender without which the tender will be liable for rejection:-  
(a) Permanent Account No. (PAN) (b) GST Registration Certificate (c) Up to date GST return (d) Up to date Income tax return (e) Up to date Trade License (f) Registration Certificate issued by the Assam Police Headquarters, Assam, Ulubari, Guwahati.

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A. 18/3/2023*

9. The selected tenderers will have to supply the articles as and when indented very expeditiously. The articles supplied must be of best quality and must conform to the specification or Brand as quoted.
10. The rates once quoted cannot be altered/ withdrawn after submission of the tender and will hold for 1 (one) year from the date of submission of tender. No representation/ appeal for enhancement of rates on the ground of rise in cost of materials, labour cost and rise in the market rates or for any other reason whatsoever will be entertained.
11. In the event of the selected /successful tenderers failing to supply the indented items completely within 07 (seven) days from the receipt of the supply order, the contract shall be liable to be cancelled without any further notice.
12. The undersigned reserves the right to reject any or all the tenders without assigning any reason thereof. The lowest rate may not be compulsorily accepted and the decision of the under signed in this matter will be final.

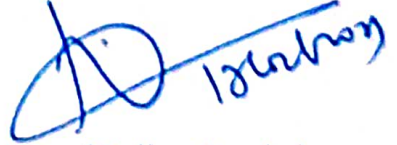
The tenderers who do not fulfill the above conditions will not be entertained.

Superintendent of Police (Border)  
Assam, Guwahati

Memo No. SDGP(B)/G/Annl.tdr/95/Part-III/ 237  
Copy to:-

Dated 17/02/2023.

1. The Spl. Director General of Police, (A), Assam, Guwahati for favour of kind information.
2. The Director, Information & Public Relations, Assam, Dispur, Guwahati-06 for favour of kind information. He is requested to get the above notice published in the local news papers.
3. The Chief Public Relation Officer, Assam Police Hqrs, Ulubari, Guwahati for kind information. He is requested to upload the NIT in the official website.
4. The Dy. Commissioner of Police (A), Guwahati for kind information.
5. The Superintendent of Police, SB, Assam, Guwahati for kind information.
6. The Superintendent of Police, BI(E)O, Assam, Guwahati for kind information.
7. The Superintendent of Police, V & AC, Assam, Guwahati for kind information.
8. The Superintendent of Police, CID, Assam, Guwahati for kind information.
9. The Addl. Superintendent of Police, STF, Assam, Guwahati for kind information.
10. Office Notice Board.

  
Superintendent of Police (Border)  
Assam, Guwahati