

ASSAM POLICE HEADQUARTERS ULUBARI, GUWAHATI-7.

NOTICE INVITING TENDER.

Sealed Tender affixing Court Fee Stamp of Rs. 8.25 (Rupees Eight and twenty five) or more are hereby invited from the Registered Firms / Supplier and other Contractors who are Financially sound for **Supply of Timber Materials** as per list 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 2023 – 2024 and will be received by the undersigned or by his authorized agent up to 14.00 hours on the Bidders 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 Bidders or their authorized agents may be present at the time of opening of Tender document.

Terms & Condition.

- 1 The Bidder must be furnish 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 by type writing in figures and in words . Any correction must be attached with signature by the Bidders. 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 Tender must be accompanied by earnest money of Rs. 10,000.00 (Rupees ten thousand) only duly pledged by the undersigned in the form of NSC / KVP / CD / FDR. Earnest money of unsuccessful Bidders shall be refunded after finalization of the Tenders. Successful Bidders may convert the earnest money to security money if so desire.
- 5 Transfer of earnest money deposited earlier occasions to this Director will not be considered as earnest money deposited for this purpose.
- 6 The Tender must be accompanied with copy of PAN, GST Registration certificate, labour license issued by the competent authority. All relevant supporting document should be self attested by concerned Bidder.
- 7 Bidder must also furnish attested copy of Trade License issued from the competent authority.
- 8 Rates quoted by the firm must be justified with market rates, very High and Low rates are not be accepted then the current market rates
- 9 The successful Bidder 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 Bidder must be in position to supply the articles immediately as and when required. In default, his Tender / agreement will be cancelled and the earnest money / security deposit amount will be forfeited. The successful Bidder will have to submit Transit Pass / Challan of forest Department while making supply of forest material invariably, If when required.
- 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 or staggering the delivery of goods/ services.
- 12 The undersigned is not bound to accept the lowest rate Tender and may reject any or all the Tenders without assigning any reason thereof.
- 13 While quoting rates the Bidder 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 Tender should be superscribe as for supply of **Supply of Timber Materials** and name and address of the Firm / Bidder should be written on the cover bearing the Tender.
- 15 Detailed particulars may be collected from the A.P. Headquarters, Ulubari, Guwahati -7 (Engineering Cell working hours up to 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 and 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 Bidder is solely responsible for replacement of any damaged / defective articles within the warranty period.
- 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 Tender to be shown separately.
- 24 Other offices under Assam Police based in Guwahati may also place order as per the discovered rates during the Financial Year 2023-24.


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

Memo No.EC/241/87-88/Vol-IX/288
Copy forwarded to :-

Dated Guwahati the 4th / 2023.

- 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, 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.


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