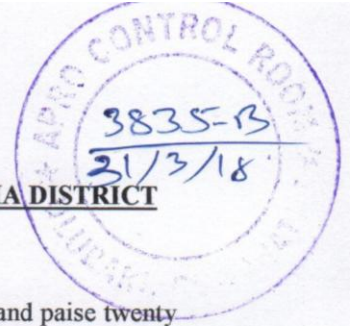


OFFICE OF THE SUPERINTENDENT OF POLICE ::::::::::: TINSUKIA DISTRICT



TENDER NOTICE

Scaled Tenders affixing Court fee Stamp of Rs.8.25 (Rupees Eight and paise twenty five) only are hereby invited from the intending contractors/firms for supply of Stationery/Computer articles during the financial year 2018-19. Tenders will be received upto 2.00 PM of 12/04/2018 and will be opened on the same day at 3.30 P.M or subsequent working day if it falls on Govt. holiday or half-holiday in presence of the intending tenderers or their authorized representatives. However, tender will be opened even if no representative remains present at the time of opening of the tender papers. The list of items/articles may be collected by the intending tenderer from the office of the undersigned on any working day during office hours.

TERMS AND CONDITIONS

- (1) The Tender must be in Sealed cover and should be superscribed as "Tender for supply of Stationery/Computer articles" for the year 2018-19.
- (2) Tenderers must deposit Earnest Money of Rs. 3,000/- (Rupees Three thousand) only in the form of National Saving Certificate/Bankers Cheque/Kisan Vikash Patra/Call Deposit or Demand Draft duly pledged in favour of the Superintendent of Police, Tinsukia District, Assam. Bids received without Earnest Money Deposit will be summarily rejected.
- (3) The tenderers must submit the copies of following documents alongwith the tender duly **attested** by a Gazetted Govt. officer without which the tender will be liable for rejection.
 - a) Latest GST clearance certificate.
 - b) Latest Income Tax clearance certificate.
 - c) Permanent Account No. (PAN) issued by Income Tax Department.
 - d) Firm Registration certificate.
 - e) GST Registration certificate.
- (4) The approved or successful tenderers will have to deposit security money of Rs. 8,000/- (Rupees Eight thousand) only to the undersigned in due course in the form of National Saving Certificate/ Kisan Vikash Patra/Call Deposit or Demand Draft.
- (5) The rates quoted should be **genuine and reasonable**.
- (6) The selected tenderer will be bound to supply the articles of approved brand at his quoted rates. The articles other than approved brand will not be accepted. The tenderers will be required to produce samples as and when called for.
- (7) The rates should be quoted exclusive of GST. The rates once quoted cannot be altered /withdrawn after submission of the tender. No representation/appeal for enhancement on the ground of rise in cost of materials, labour cost and rise in the market rate or for any other reason whatsoever will be entertained.
- (8) No tender shall be considered unless the tender is sealed and duly filled in and signed by the tenderer at the bottom of each page of the tender and correction, if any, to be duly attested by his/her initials.
- (9) The selected tenderers will have to supply the articles as and when indented very expeditiously. The successful bidders will have to supply the articles to the office of the undersigned at their own risk and cost. No delivery charge will be paid to the firm by the undersigned for delivery of articles in the office.
- (10) If any articles supplied is found to be inferior in quality, the same will be rejected outright and will have to be replaced at the risk and responsibility of the tenderers.
- (11) In case where the approved suppliers fail to carry out any supply order the tender shall be cancelled and the security deposit will be forfeited and deposited in to the Govt. exchequer.

(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 undersigned in this matter will be final and binding on the tenderers.

(13)The successful tenderer will have to execute a contract agreement with the undersigned before supply order is made.

(14)The payment of bills will be made depending upon the availability of fund.

Superintendent of Police,
Tinsukia, Assam.

No.TSK/E/2018/ 632 - 645

Dated Tinsukia, the 17th March/2018.

Copy to :-

1. The A.D.G.P. (A), Assam, Guwahati for favour of kind information.
2. The A.D.G.P.(E.R/P), Jorhat, Assam for favour of kind information.
3. The D.C., Tinsukia for favour of kind information.
4. The Superintendent of Police, Sadiya Police District for information.
5. The Commandant 2nd A.P.Bn., Makum/Commandant 19th A.P.(IR)Bn Tengakhat for information.
6. The Chief Public Relation Officer, Assam Police Headquarters, Ulubari, Guwahati for information and necessary action. He is requested to liaise with the Director, Information and Public Relations, Assam for publication of the same in at least 2(two) local newspapers accordingly and immediately.
7. The Addl. Superintendent of Police (C), Assam Police Headquarters, Ulubari, Guwahati for doing the needful in putting up the same in the Assam Police website.
8. The D.I.P.R.O, Tinsukia for favour of information and wide circulation.
9. S.D.P.O Margherita/C.Is/OsC of Tinsukia Dist. for wide circulation.
10. All local firms/supplier for information & necessary action.
11. H.A., O/O The Superintendent of Police, Tinsukia to hang in the Notice Board.
12. R.O., Police Reserve, Tinsukia for information.

WP
Superintendent of Police,
Tinsukia, Assam