

GOVERNMENT OF ASSAM
OFFICE OF THE DEPUTY COMMISSIONER, DIMA HASAO DIST. HAFLONG
(DEVELOPMENT BRANCH)

NOTICE INVITING QUOTATION

Sealed Quotation affixing Court Fee Stamp of Rs. 8.25 (Rupees eight and twenty five paise) only is hereby invited from the reputed Suppliers/Firms/Dealers for supply of the following specified items to the office of the undersigned (Development Branch). The Quotation will be received upto 3.00 PM of 12/02/2018 and will be opened on the same date, place and hours in presence of the Quotationers or their authorised agents. If the office happens to be closed on that day, the tenders will be opened on the next day during office hours.

The undersigned reserves all the rights to cancel any one or all quotations without assigning any reason thereof nor bound to accept the lowest rate quoted.

Sl. No.	Items	Rate	GST	Total
1	A4 size paper			
2	Legal size paper			
3	Notesheet paper			
4	File cover & board			
5	File tag			
6	Alpin			
7	Glue/Gum			
8	Paper clip			
9	Clip file (Plastic)			
10	Clip board			
11	Stapple machine & pin			
12	Stamp pad			
13	Punching machine			
14	Guard file			
15	Register (No. 10 & 15)			
16	Cash book			

17	Correcting fluid		
18	Laserjet Ink (HP ProM202dw)		
19	Xerox Ink (Canon IR2018N)		
20	CD/DVD writable Disc		
21	Envelop		
22	Pen		
23	File flag		
24	Pen drive		
25	Marker pen		
26	Highlighter		

Terms and conditions :

- 1) Intending Tenderers may submit quotation for all the groups or any item.
- 2) Quotation from the reputed Suppliers/Firms/Dealers encoding valid Supply Registration and GST to be furnished alongwith Quotation.
- 3) Quotation for each item or shall be submitted as per prescribed format above.
- 4) Two copies of Quotations to be prepared alongwith the Tender.
- 5) Taxes to be shown separately as per format.

(Devajyoti Hazarika, ACS)
Deputy Commissioner
Dima Hasao District, Haflong

Memo No. NCHG/D-459/2017-18/856 - 861 .
Copy to:-

Dated, Haflong, the 05th Feb' 2018.

- 1) The Addl. Deputy Commissioner, Dima Hasao, Haflong.
- 2) The Nazarat Officer O/O the Deputy Commissioner, Dima Hasao, Haflong.
- 3) The Administrative Officer O/O the Deputy Commissioner, Dima Hasao, Haflong.
- 4) The DIO, NIC O/O the Deputy Commissioner, Dima Hasao, Haflong for information with a request to upload the Notice Inviting Quotation into the district web portal.
- 5) Notice Board

6. DIPAO, Dima Hasao, Haflong for wide publicity

(Devajyoti Hazarika, ACS)
Deputy Commissioner
Dima Hasao District, Haflong