

**GOVERNMENT OF ASSAM**  
**OFFICE OF THE DEPUTY COMMISSIONER :: BAKSA :: MUSHALPUR**  
(Administration Branch)

No.B/Admn-12(Pt.)/2020/09

Dated Mushalpur, the 22<sup>nd</sup> April, 2021

**SHORT NOTICE INVITING TENDER**

Sealed quotations affixing court fee stamp of Rs.8.25 (Rupees eight and twenty five paise) only are hereby invited from the intending Suppliers/ Enterprises for supply of Flexes and Leaflet/Pamphlets of standard quality as per the size mentioned in the list (Annexure- A) in connection with the IEC activities for Aadhaar project in Baksa district as per following terms and conditions. The tender will be received up to 12.00 noon on 27<sup>th</sup> April, 2021 in the office of the Deputy Commissioner, Baksa and will be opened at 3.00 pm on the same date in presence of the tenderers or their authorized agents. Quotations received after due date and time will not be entertained.

**TERMS AND CONDITIONS**

1. GSTIN/TIN/PAN must be indicated in the quotation. Copies of relevant certificate/PAN card are to be submitted along with the quotations.
2. Original copies of all the enclosed documents like Govt. Registration Certificate, PAN card, GSTIN/TIN/registration Certificates, tax clearance certificate etc. are to be produced at the time of opening of Quotation for verification.
3. Financially sound certificate to be submitted.
4. Bank Account No. in the name of the Firm, Branch name and IFS Code must be indicated with the quotation. Photocopy of 1<sup>st</sup> page of the Bank Pass Book or 1<sup>st</sup> page of Cheque Book are to be submitted along with the quotation.
5. The items as specified are to be delivered in the office of the Deputy Commissioner, Baksa/at the allotted location at own cost by the Firms/Suppliers/Enterprises.
6. The quality of items shall be of standard quality only and the undersigned has right to reject the items if sub-standard quality is supplied and the work order will automatically cancelled.
7. The price of the items should be quoted inclusive of all taxes.
8. The payment is subject to availability of fund after receipt of fund from govt. No claim for advance payment will be entertained.
9. If any rate against any item quoted by quotationer is found to be below the normal market price or vice-versa, the undersigned reserves the right to cancel his quoted rate against that item without notice served upon him though his rate seems to be lowest or highest.
10. The undersigned has right to accept or reject any or all the quotations without assigning any reasons thereof and shall not be bound to accept the lowest rate, without mentioning any reason.


Sd/-  
(Ranjan Sharma, ACS)  
Deputy Commissioner,  
Baksa, Mushalpur

Memo No.B/Admn-12(Pt.)/2020/09-A

Dated Mushalpur, the 22<sup>nd</sup> April, 2021

**Copy to:**

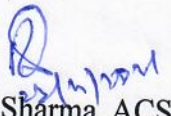
1. The District Information and Public Relations Officer, Baksa for wide publicity.
2. The DIO, Baksa. He will upload the NIT in the district website.
3. Office Notice Board.

  
(Ranjan Sharma, ACS)  
Deputy Commissioner,  
Baksa, Mushalpur

**ANNEXURE-A**

**List of items for IEC Activities of Aadhaar Project**

Sl. No.	Items/Particulars	Size	Qty.	Rate (per piece)
1	Flex	4 x 6 sq. feet.	36 Nos. each of different three types (Qty. may increase if and when required for)	
2	Leaflet	A4 (multi-colour)	8,000 Nos. (Qty. may increase if and when required for)	

  
(Ranjan Sharma, ACS)  
Deputy Commissioner,  
Baksa, Mushalpur