



GOVT. OF ASSAM

OFFICE OF THE DEPUTY COMMISSIONER: NAGAON  
(Relief & Disaster Management Branch)

No. DM-22/56/2023-DDM-NGN /

**NOTICE INVITING TENDER**

Sealed Quotations affixing non-refundable court Fee Stamps of Rs 8.25 (Rupees Eight Twenty Five) only are hereby invited from the registered Govt. Manufacturer/ Distributors/ Suppliers /Reputed Firms for the supply of **Wheat Bran** in connection with Relief works for the year 2023-24. The rate should be quoted inclusive of all Taxes. The interested parties may submit quotation at Room No.-08 (Ground Floor) of o/o Deputy Commissioner, Nagaon during the office time on or before 2:00 PM of 10/05/2023 which will be opened on the same day at 3:00 PM at same place.

Name of GR Item for quotation of rates –

Sl. No.	Item	Specification	Unit	Rate (in Rs.)
1	Wheat Bran	Good quality	Per Qtls.	

Particulars/Documents required to be submitted by the bidder along with the quotation.

- 1 Name of the proprietor with the Firm.
- 2 Govt. Court fee stamp Rs. 8.25.
- 3 Self attested Photocopy of GST registration & PAN Card.
- 4 Self attested Photocopy of TAN in case of partnership firm etc.
- 5 Self attested Photocopy of up to date Income Tax Clearance Certificate.
- 6 Trade License from Municipal Board in case of urban areas & Gaon Panchayat in case of Rural areas.

**Terms & Condition:**

- A The quotationer has to deal with the specific item against which he/she intends to quote rate for supply of relief item.
- B The intending quotationer has to deposit a sum of Rs. 25,000.00 (Rupees Twenty Five Thousand) only as security money in the form of Demand Draft payable to Deputy Commissioner, Nagaon.
- C The supplier will have to ensure supply of standard and specified item only and will be responsible for supply of any substandard item. The supplier has to supply as per the quality of the item approved by the purchase committee.
- D The item shall have to be supplied within 24 hours from the time of receipt of the order.
- E The security money will be forfeited in case of violation of Terms and conditions at (B) and (C).
- F The authority reserves the right to place order for supply of the above GR item.
- G The rate quoted should be inclusive of all relevant taxes, labour charge & transportation cost.
- H Signatory of the supplier/ firm has to sign (with official seal) in each and every pages of the quotations.
- I The approved rates will be valid for the financial year 2023-24 only.
- J The Committee reserves the right to cancel the tender at any time.
- K The supplier will submit bill in triplicate immediately after supply of ordered item along with the copy of Challan duly received by this office and original order copy.
- L Payment of bill is subjected to availability of fund with the undersigned.
- M Approved parties will have to undergo an agreement with the undersigned within 07 days from the date of receipt of Tender Papers.
- O Articles of supplied items are to be submitted for quality fitness in a separate Cartoon/sealed packet etc. on the day/time of opening of tender.

Signed by Narendra Kumar  
ShahDate: 27-04-2023 18:26:07  
Deputy Commissioner  
Nagaon

Memo No. DM-22/56/2023-DDM-NGN /

Copy for information and necessary action to the:

- 1 The Commissioner & Secretary to the Govt. of Assam, Revenue & DM Department for favour of kind information.
- 2 The Chief Executive Officer, DDMA, Nagaon for information.
- 3 The ADC, FCS & CA, Nagaon.
- 4 The DIO, NIC, Nagaon for up-loading in the district Web-site.
- 5 The DI & PRO, Nagaon for wide publicity through Print Media.
- 6 President/Secretary, Assam Chambers of Commerce, Nagaon.
- 7 All Regd. Govt. Suppliers/reputed firms.

**e-signed**  
Deputy Commissioner  
Nagaon