



GOVERNMENT OF ASSAM
OFFICE OF THE DISTRICT COMMISSIONER::::KAMRUP::::AMINGAON
(DISASTER MANAGEMENT BRANCH)

No. E 110844/Tender G.R (Flood & other Natural Calamities)/F.Y 2024-25/ DFA/245047
Dtd.

TENDER NOTICE

Sealed tender affixing non refundable court fees of Rs. 8.25 (Rupees Eight and Twenty Fiva Pasie) only is invited from the intending reputed registered firms / suppliers / wholesaler / mills for supply of materials / food stuff / cattle feed etc. shown at **ANNEXURE - III** for distribution among affected people and livestock of Kamrup district as Gratuitous relief during flood and other natural calamities for the year 2024-25. The tender will be received by the Office of the undersigned in Tender Box keep in front of **Room No. 2M (2nd Floor, DDMA Branch)** during office time w.e.f. **12.06.2024** till **02.07.2024** up to **02:30 P.M** and shall be opened at **03.00 P.M.** on the same day at Conference Hall of the District Commissioner, Kamrup in presence of Tender Evaluation Committee & bidders or their authorized representative. The intending traders/bidders or their representatives are directed to remain present at the time of opening of the said tender with sample of items.

Terms and conditions:

1. TWO BID SYSTEM: All bidders required to submit their offers in **Two Covers separately** sealed in a **single cover affixing tender nos.**
 - a. **FIRST COVER (Technical Bid):** should contain the flowing documents:
 - i. Bio-data of the Tenderer / Proprietor / owner in **Annexure - II** with the requisite documents.
 - ii. Self-attested valid GST Registration Certificate & Trade License from Municipality Board.
 - iii. Security money of Rs.10,000/- (Rupees Ten Thousand) only in from of Demand Draft or Bank Draft pledged to the District Commissioner, Kamrup.
 - iv. Income Tax return for assessment year: 2024-25.
 - b. **SECOND COVER (Financial Bid):** should contain the following documents:
 - i. Rates of items inclusive of all taxes in **Annexure III.**
 - ii. Rate should be clearly written in words and number.
 - iii. There should not be any correction and over writing.
2. The intending supplier has to deliver the relief items at various places of Kamrup district at his own cost and submit the bills accordingly during the flood or any other disaster immediately on receipt of supply order from this office.
3. The 'Tender Evaluation Committee' shall select the best quality items only as per specification mentioned in ANNEXURE III. The 'Tender Evaluation Committee' is also not bound to accept the lowest rates quoted, as procurement of quality of relief materials is necessary in public interest.
4. The 'Tender Evaluation Committee' reserves the right to accept or reject or cancel all the 'bids' / any supply order issued to the supplier as and when situation and circumstances arises in public interest without assigning reason. The District Commissioner, Kamrup has right to fix the price of items as per market rate / MRP.
5. It is mandatory to submit sample of the specified items. Item submitted as sample will not be refundable.
6. The items shall have to supplied immediately on receipt of order from this office.
7. In case approved supplier fails to carry out any supply order, the tender shall be cancelled and security amount so deposited will be forfeited.
8. Once the rate of the tender is accepted, an agreement is arrived at with the tenderer / supplier / firm, it will be valid till next bid is called.
9. In case of any dispute, the decision of the District Commissioner / Tender Evaluation Committee will be final and binding.

The production of samples with proper labeling of firms / supplier's name is mandatory along with sealed rate / bids at the time and date mentioned above.

Tender papers may be collected from **Room No. 2M (2nd Floor, DDMA Branch)**, Kamrup, Assam during the office hours w.e.f. **12.06.2024** to **02.07.2024** till 01.00 P.M.

**District Commissioner cum
Chairman, DDMA, Kamrup**

**Memo ECF No. E 110844/Tender G.R (Flood & other Natural Calamities)/F.Y 2024-25/
DFA/245047 Dtd.**

Copy for favour of information and necessary action:

1. The Principal Secretary to the Govt. of Assam, Revenue & DM Department, Dispur, Guwahati - 6.
2. The Member of 'Tender Evaluation Committee'.
3. The DIPRO, Kamrup. He is directed to do the needful to publish the notice in local daily newspaper (English & Assamese) and wide publicity.
4. The DIO, NIC. He is directed to upload the notice in the official websites of the District Administration, Kamrup.
5. Notice Borad / Office File.

Signed by

Jalli Keerthi

Date: 12-06-2024 20:44:06

**District Commissioner cum
Chairman, DDMA, Kamrup**



GOVERNMENT OF ASSAM
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(DISASTER MANAGEMENT BRANCH)

No. E 110844/Tender G.R (Flood & other Natural Calamities)/F.Y 2024-25/ DFA/245049
Dtd.

LIST OF ITEMS WITH SPECIFICATIONS

Sl. No.	Relief Materials / Items	Quantity
Edible Items		
1	Chira	Per Quintal
2	Gur	Per Quintal
3	Masur Dal (Big Size)	Per Quintal
4	Masur Dal (Medium Size)	Per Quintal
5	Masur Dal (Small Size)	Per Quintal
6	Mustard Oil (To be supplied in ½ Lite Pouch)	Per Litre
7	Salt (Iodized)	Per Quintal
Baby Food		
8	Nestum (Rice) (6 to 12 months)	Per 300 gm Pkt.
9	Nestum (Rice Fruits) (10 to 24 months)	Per 300 gm Pkt.
10	Cerelac (Rice) (6 to 12 months)	Per 300 gm Pkt.
11	Cerelac (Wheat) (6 to 12 months)	Per 300 gm Pkt.
12	Nestum (Rice Fruits) (10 to 24 months)	Per 300 gm Pkt.
13	Packaged Liquid Milk (Amul Taza/ Amul Spray/Everyday)	Per 300 gm Pkt.
14	Packaged Powder Milk (Lactogen)	Per 300 gm Pkt.
15	Biscuit (Britania Good Day / Marie Gold) Small Packet	Per pkt.
16	Baby Diaper (Pack of 5 Pcs)	Per pkt.
Cattle Feed		
17	What Bran	Per Quintal
18	Rice Bran	Per Quintal
Other Relief Items		
19	Plastic Bucket Best Quality (16 Ltrs. Capacity)	Per Piece
20	HDEP Tarpaulin Sheet (15 feet x 18 feet, 120 GSM)	Per Piece
21	Torch Light (Big Size, Three Cell)	Per Piece
22	Torch Light (Small Size, Two Cell)	Per Piece
23	Torch Light Battery (Eveready)	Per Piece
24	Candle (Big Size)	Per Pkt. (6 candles)
25	Matches Box	Per Pkt. Of 10 Boxes.
26	Mosquito Coil (Mortin/Goodnight/Maxo)	Per Pkt.
27	Bathing Soap (Dettol 100 gm)	Per Piece
28	Dettol (Antiseptic Liquid) 60 ml.	Per Bottle
29	Belching Powder	Per Quintal
30	Phenyl (1 Liter)	Per Bottle
31	Mosquito Net (Size 190 cm x 180 x 150 cm) Double	Per Piece
32	Plastic Mug, Good Quality	Per Piece
33	Washing Soap (100 Gram)	Per Piece
34	Detergent Powder (100 Gram Packet)	Per Packet
35	Sanitary Pad (Std Size-Containing 10)	Per Packet
36	Rain Coat (Style Long Single piece hooded)	Per Set
37	Umbrella (Good Quality Big)	Per Piece
38	Nylone Rope (Good Quality)	Per 100 Mtr.
39	Coconut Rope (Good Quality)	Per Kg.
40	Face Mask 3 Plyers	Per Piece
41	Tooth Paste (Small Size, Rs.10)	Per Packet
42	Tooth Brush	Per Piece
43	Solar Lamp	Per Piece
44	Drinking Water Bottle (1/2 Liter)	Per Bottle
45	Drinking Water Bottle (1 Lt.)	Per Bottle
46	Drinking water Bottle (2 Ltrs.)	Per Bottle

47	Paper 44	Rim
48	Paper Legal	Rim
49	Tag 9 inch long)	Bundle
50	Stapler & Pin (Big Size)	Set
51	Stapler & Pin (Small Size)	Set
52	File Board & Cover	Set
53	HP Printer, Balack & White (Three in One, Print, Copy & Scan)	
54	Printer & Xerox Machine Cartridge	Piece

(Note: The lowest evaluated quotation price shall be decided on the amount quoted inclusive of GST and other taxes as applicable)

District Commissioner
Kamrup, Amingaon

Page 1 of 2

Yours faithfully,

Name & Title of signatory: _____

Name of Bidder: _____

Address: _____

Telephone No. _____

Email Id. _____

Dated on _____ **day of** _____

BIO-DATA OF TENDERER

Attach Passport
photograph of
Tenderer /
Proprietor

1. Name of Firm / Tenderer (in block letters): _____
2. Name of Owner / Proprietor (in block letters): _____
3. Address of the Firm Registered: _____

4. Address of the owner / Proprietor:
(ignore if same as point 3) _____
5. Account Details:
 - a. Bank Account No. _____
 - b. Bank Name _____
 - c. Bank Branch _____
 - d. IFSC Code _____
 - e. PAN No _____
 - f. GST No _____
6. Contact Details: a. Mobile No. _____
b. Mobile No with Whatsapp _____

(Signature of Tenderer /Owner / Proprietor)

Please attach below mentioned documents along with this Bio-data:

- i. Court fees of minimum Rs. 8.25/-
- ii. A passport size photograph.
- iii. Self-attached copy of Photo ID proof.
- iv. Self-attached copy of PAN card.
- v. Self-attached copy of valid GST Registration Certificate.
- vi. Income Tax return for assessment year 2023-24.
- vii. Self-attached copy of Bank Passbook or Cancelled cheque
- viii. Affidavit as per Annexure II.



(Attach court fees of Rs. 8.25 below)

