



GOVERNMENT OF ASSAM  
OFFICE OF THE DEPUTY COMMISSIONER, UDALGURI  
Telephone & FAX No:- 03711-224433 (O), 225230 ®, E-mail:dc-udalguri@nic.in

No.ITTC/DC/1/2011/ 2947

Dated, Udalguri, the 23<sup>rd</sup> Oct, 2018

**INVITING QUOTATION**

Sealed quotation affixing non-refundable Court fee Stamp of Rs 8.25 (Rupees eight & twenty five paise) only is hereby invited from the dealers/supplier /firms registered with GST registration for supply of various items required for renovation of ITTC, for the year 2018-19. Detail list of items under ITTC, terms and conditions is available in the official website of the office of the undersigned. [www.udalguri.gov.in](http://www.udalguri.gov.in)

The interested Firms/ Parties may submit their quotation up to 04-11-2018 to this office on all working days or through registered post with all supporting documents at ITTC centre, Udalguri.

-Sd-

**Deputy Commissioner  
Udalguri**

Memo No.ITTC/DC/1/2011/ 2947 (1)

Dated, Udalguri, the 23<sup>rd</sup> Oct, 2018

Copy to:-


1. The District Information and Public Relation Officer, Udalguri for wide publicity and follow up action of publishing aforesaid Notice as advertisement in one English daily at the earliest for one day only.
- ✓ 2. The District Informatics Officer, NIC, Udalguri. He is requested to upload the terms and condition etc. attached herewith in the official website at the earliest.
3. Notice Board.

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**Deputy Commissioner  
Udalguri**

Terms and Conditions:

1. The rate fixed shall remain valid only for the current financial year 2018-19.
2. The bidders must be registered as per rule.
3. Overwriting in the quotation paper will not be entertained.
4. The undersigned reserves the right to accept or reject any or all quotations without showing any reason thereof.
5. It is not binding on the undersigned to accept the lowest rate.
6. Rate against each item should be clearly written both in figure and words.
7. Rate should be quoted inclusive of all taxes.
8. Items are to be supplied immediately after receipt of supply order.
9. Supply of items shall be of good quality. Supply of sub standard, inferior quality materials shall be rejected and legal action will be taken against the supplier.
10. The Bidders having PAN Card/GST registration/Valid Bank Account in the name of firm preferably SBI are eligible to participate in the process.
11. Supplier should mention their address along with the contact numbers.
12. The suppliers should mention their brands which will be supplied at the price quoted compulsorily.
13. Canvassing directly or indirectly will disqualify the bidder.
14. Payment will be made from the ITTC fund.

  
Deputy Commissioner  
Udalguri

Quotation articles under ITTC

Sl. No.	Name of Articles	Quantity
1	500 VA UPS	Per no
2	Computer Assembled(Core i3 processor, 4GB DDR4, 1TB HDD, DVD, 18.5" LCD Monitor, Standard Mouse and Keyboard, WiFi facility)	Per set
3	Air Conditioner(1.5 Ton)	Per no
4	HP Multifunction Inkjet Printer(Print/Copy/Scan) with wireless facility	Per no
5	A4 paper(75 GSM)	Per rim
6	Steel Almirah	Per no
7	Office Table(Standard)	Per no
8	Plastic Chair(with arms)	Per no
9	Curtains	Per piece
10	Fitting rods	Per meter
11	Computer repairing	Per computer basic service charge

  
Deputy Commissioner  
Udalguri