



GOVERNMENT OF ASSAM

OFFICE OF THE DIRECTOR OF LAND REQUISITION ACQUISITION AND REFORMS

ASSAM::ROOPNAGAR::GUWAHATI-32

No. DLRAR/ DLRAR/4/68/Pt/144

Dated Guwahati the 30<sup>th</sup> July, 2021

**SHORT TENDER NOTICE**

The Director of Land Requisition, Acquisition & Reforms, Assam, Roopnagar, Guwahati-32 invites sealed Bids affixing non refundable Court Fee Stamp of Rs. 8.25 ( non refundable ) from the bidders for Supply of furniture to the O/o, the Director of Land Requisition Acquisition & Reforms, Roopnagar, Ghy-32 from established brands during the office hours as per specification given in Annexure – I.

**Starting date & time of submitting quotations :- 02/08/2021 at 9.30AM**

**Last date of submitting quotations : - 12/08/2021 at 2.00 PM**

**Date & time of opening the sealed quotations : - 12/08/2021 at 3.00 PM.**

If due to any unavoidable circumstance or in case of any other reasons, the office remains closed on the last date of opening the sealed quotations, then the sealed quotations shall be opened on the subsequent & next working day after due communication to all the bidders and the members of the procurement committee.

**Terms and Conditions :**

1. Tender should be sealed and superscripted “Supply of furniture to the O/o, the Director of Land Requisition Acquisition & Reforms, Roopnagar, Ghy-32”.

2. The participating bidders shall have to submit the following documents along with their quotation in sealed envelope along with Copies of the following duly authenticated :-

- (i) Copy of PAN Card.
- (ii) Copy of GST Certificate.
- (iii) Copy of GST Registration details.
- (iv) Copy of ITR.
- (V) Bank details for payment.
- (Vi) Municipal Trade License held by distributor/ dealer.

3. Rate quoted both in figure & words shall be inclusive of all taxes ( including GST)

4. The Undersigned reserves the right to accept or Reject any or all the Quotations without assigning any reason thereof .

5. The supply order will be placed to the lowest quoted tenderer subject to fulfillment of all other conditions as prescribed in this Short Notice Inviting Tender and budget ascertainment .

**Contd. Page 2**

6. The undersigned reserves the right to examine the sample of items before receipt in final.
7. Payment shall be made as & when fund is received from the Government. The undersigned shall not be responsible for payment beyond his control & authority.
8. The quotation will be opened in presence of participating bidders. In view of the absence of the participating bidders even after due communication, the undersigned reserves the right to open the tender box containing the quotations in presence of the members of the procurement committee in due observance of all formalities.
9. The supply order to be placed to the lowest bidder later, on subject to fulfillment of conditions in this Short Notice Inviting Tender, shall be, as per requirement and after ascertaining of the budget provision.

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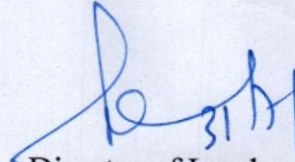
Director of Land  
Requisition Acquisition & Reforms  
Assam, Roopnagar, Guwahati-32

Memo No. DLRAR/4/68/Pt/144-A

Dated Guwahati the 30<sup>th</sup> July , 2021

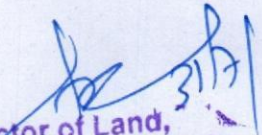
Copy to:-

- ✓ 1. The Director, Information & Public Relations, Dispur, Ghy-06. for favour of kind information & necessary action.
2. PS to the Principal Secretary to the Govt. of Assam, Revenue & DM Department for favour of kind appraisal.
3. PS to the Commissioner & Secretary to the Govt. of Assam, Revenue & DM Department for favour of kind appraisal.
4. Notice Board of the O/o Director of Land Requisition Acquisition & Reforms Assam, Roopnagar, Guwahati-32
5. Website of O/o Director of Land Requisition Acquisition & Reforms Assam, Roopnagar, Guwahati-32

  
Director of Land  
Requisition Acquisition & Reforms  
✓ Assam, Roopnagar, Guwahati-32

Annexure - I

Sl. No.	Type	Quantity (in Nos)
1	Half Secretariat table	20 (Twenty)
2	Computer table	6 (Six)
3	Chair	20 (Twenty)
4	Computer Chair	6 (Six)
5	Full Secretariat table	4 (Four)
6	Almirah	10 (Ten)
7	Metal Rack	20 (Twenty)
8	Sofa set ( Big Size ) with center table	1 (One)
9	Steel bench	1 (One)
10	Conference Room Table	1 (One)
11	Chairs for Conference Room Table	11 (Eleven)

  
Director of Land,  
Requisition Acquisition & Reforms  
Assam, Rupnagar, Guwahati-32