



सत्यमेव जयते

GOVERNMENT OF ASSAM
OFFICE OF THE DEPUTY COMMISSIONER: KARBI ANGLONG: DIPHU.
& DISTRICT ELECTION OFFICER

No. KA/EL-14/Lok Sabha Election/2019/

Dated: 15/02/2019

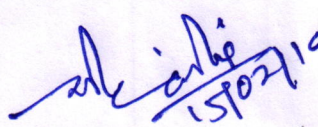
Quotation Notice

Sealed quotation are hereby invited affixing non refundable Court fee stamps of Rs.8.25 (Rupees Eight and twenty five paisa) only from local reputed Firms/individual for supply of Stationery & general items as per the Annexure A, in connection with the conduct of forthcoming Lok Sabha Election-2019 as per the terms & conditions given below which will be received at the Office of the District Election Officer, Diphu Karbi Anglong, during office hours on or before 25/02/2019 upto 3:00 PM and will be opened on the same day at 4:00 PM. The Quotationer /tenderer or their authorized agent may remain present at the time of opening of Quotation.

List of Stationery & General Items: Annexure-A

Terms and Conditions:

1. The sealed envelope should be subscribed on top as "Quotation for Supply of Stationery & General Items etc"
2. The Quotationer /tenderer will have to deposit an Earnest Money of Rs.25,000/- (Rupees Twenty Five Thousand only) each in the form of Demand Draft favoring Deputy Commissioner, Karbi Anglong & DEO Diphu.
3. The Undersigned reserves the right to accept or reject any tender without assigning any reason thereof.
4. Any deviation of terms and conditions shall invite cancellation of Quotation/tender/bills, etc. and result in forfeiture of security deposit.
5. Each Firm must have GST registration, Trade License/Income Tax Clearance Certificate along with PAN Card and a copy of the same must be submitted along with the Quotation/tender.
6. Bills must be submitted along with necessary work order and copy of Challan, etc the next day from the date of delivery of goods for payment, otherwise, no payment shall be made.
7. The work may be allotted to one or many suppliers depending upon the urgency of the work, time factor, quality of works and past records of the firms for doing the works in due time.
8. In case there is no approved rate of any items required, that is not in Annexure A, the suppliers, will have to supply the same at reasonable prices but not more than the Maximum retail price /market price of the same (prevailing at that time), whichever is less.
9. In case lowest rate is quoted by one firm for some items and by other firms for other items then the firms will have to give the willingness/consent letter to supply any or all of the materials as above as per approved rates of the undersigned. If the lowest quoted rate is higher than the MRP/market price then the payment will be made as per the MRP/Market price.
10. Any firm/supplier indulging in any malpractice or adopting unfair means will be barred from work/supply for the Election purpose.
11. The Contract will be cancelled anytime if the quality of supplied materials is not as per standard /sample provided or order is not supplied on time and in such case the security deposit will be forfeited.
12. Past records of the firms/suppliers/contractors will be duly considered while awarding the work.

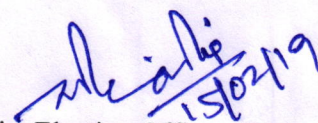

District Election Officer, Diphu
Karbi Anglong

Memo No. KA/EL-14/Lok Sabha Election/2019/

Dated: 15/02/2019

Copy to:

1. The DIPRO, K/Anglong, Diphu, for wide publicity and publication of the same in two local news papers.
2. Notice Board, DEO's Office, Diphu.


District Election Officer, Diphu
Karbi Anglong

Annexure A

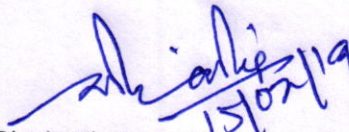
Sl No	Name of Items	Qunatity
1	C.D cover plastic	Per pcs
2	A/3 size copier paper	Per ream
3	A/4 size copier paper	Per ream
4	Al pin general	Per pkt
5	All out machine with liquid	Per pcs
6	Binder clip big	Per pcs
7	Binder clip small	Per pcs
8	Binding register per no	Per NO
9	Black phenyl	Per bottle
10	Blade	Per pcs
11	Bleaching powder	Per pkt
12	Brown /transparent tape 2"	Per pcs
13	Brown envelop 10x4.5 inch	Per pkt
14	Brown envelop 11x5 inch	Per pkt
15	Brown envelop 9x4 inch	Per pkt
16	Bulb 100 w/60w	Per pcs
17	C.D.R sony / frontec	Per pcs
18	C.D.RW sony / frontec	Per pcs
19	Calculator 10 / 12 digit	Per pcs
20	Candle big size -6 pcs packing	Per pkt
21	Candle big size stand type single	Per pcs
22	Cannon ink jet cartridge all model	Per pcs
23	Carbon paper blue	Per pkt
24	Cartridge HP deskjet others black 678/703/704 etc	Per pcs
25	Cartridge HP deskjet others black and color	Per pcs
26	Cartridge HP deskjet others color 678/703/704 etc	Per pcs
27	Cartridge HP deskjet no 802 black	Per pcs
28	Cartridge HP deskjet no 802 color	Per pcs
29	Cash book /ledger/stock book per no.	Per NO
30	Cat-6 cable per coil	Per coil
31	Cello tape big	Per pcs
32	Cello tape small	Per pcs
33	CFL bulb 15/20w	Per pcs
34	CFL bulb 23w/25w	Per pcs
35	CFL bulb 65w/85w	Per pcs
36	Clip board best quality	Per pcs
37	clip for I card cover	Per pcs
38	Cloth bag big size	Per pcs
39	Cloth bag medium size	Per pcs
40	Cloth for removing oil 12"x12"	Per pcs
41	Coconut jharoo	Per pcs
42	Code less calling bell	Per pcs
43	Connon laser jet tonner all model	Per pcs
44	Transparent Plastic Container	Per pcs
45	Copper wire 1.5 mm	Per coil
46	Copper wire 2.5mm	Per coil
47	Correcting pen	Per pcs
48	Cotton tag	Per budle
49	Cup plate bone china best quality	Per pair
50	Digital stamp best quality	Per pcs
51	Dinner set best quality	Per set
52	Door met big size best quality	Per pcs
53	Door met medium size	Per pcs
54	Dot pen	Per pcs
55	Drawing paper all color	Per pcs
56	Drawing pin	Per pkt
57	Drinking glass borosil set of 6pcs	Per set
58	Drinking water 1 lit.	Per pcs
59	DVD	Per pcs
60	DVD RW	Per pcs
61	Envelop laminated A/4 size	Per pcs
62	Envelop laminated file size	Per pcs
63	Envelop laminated legal size	Per pcs
64	Ereser	Per pcs
65	Extension cord best quality	Per pcs
66	F.c paper	Per ream
67	Fax paper roll	Per pcs
68	Fax tonner cartridge/ink	Per pcs
69	File board with cover	Per pair
70	File tray	Per pcs
71	Flex banner Per Sq. ft	Per Sqr ft
72	Flexible wire	Per coil
73	Four cover file best quality	Per pcs

Handwritten signature and date
15/07/19

74	Gel pen	Per pcs
75	gloliter pen	Per pcs
76	Glossy paper A/4 size	Per pkts
77	Glue stick	Per pcs
78	Gum liquid 700 ml	Per pcs
79	Gum liquid tube	Per pcs
80	Harpic	Per pcs
81	Hit spray	Per pcs
82	Hot case Milton big size	Per pcs
83	Hot case tiffin big size	Per pcs
84	I card cover p.v.c	Per pcs
85	Index file PVC	Per pcs
86	Ink jet printer HP	Per pcs
87	Jacket file double pocket	Per pcs
88	Jute sutli	Per kg
89	Knife best quality	Per pcs
90	Lamination envelop 10x4.5 inch	Per pcs
91	Lamination envelop 11x5 inch	Per pcs
92	Laser jet tonner H.P 12A	Per pcs
93	Laser jet printer HP/CANNON	Per pcs
94	Laser jet tonner 2055A	Per pcs
95	Laser jet tonner 88 A/278A	Per pcs
96	Laser jet tonner H.P 05A	Per pcs
97	Laser jet tonner mp mfp 4345A	Per pcs
98	Legal size copier paper	Per ream
99	Lime brass	Per pcs
100	Lime powder	Per tin
101	Lock and key big	Per pcs
102	Lock and key med	Per pcs
103	Lock and key small	Per pcs
104	Marker pen permanent.	Per pcs
105	Marker pen white board	Per pcs
106	Match box	Per pkt
107	Metal rule	Per pcs
108	Mosquito coil	Per pkt
109	Note sheet paper	Per ream
110	Odonil	Per pcs
111	Officers pen best quality	Per pcs
112	Packing paper brown	Per pcs
113	Padestle dustbin best quality	Per pcs
114	Page marker	Per pkt
115	Paper weight	Per pcs
116	Pen drive 16 GB	Per pcs
117	Pen drive 32 GB	Per pcs
118	Pen drive 4 GB	Per pcs
119	Pen drive 8 GB	Per pcs
120	Pen stand best quality	Per pcs
121	Pencil cell	Per pcs
122	Peon book	Per pcs
123	Phool jharoo	Per pcs
124	Pilot pen	Per pcs
125	Plastic bucket big size	Per pcs
126	Plastic bucket med size	Per pcs
127	Plastic jug	Per pcs
128	Plastic mug	Per pcs
129	polymer seal flat per line	Per pcs
130	Polymer seal round	Per pcs
131	Polythene Bag Big	Per pcs
132	Polythene Bag Medium	Per pcs
133	Polythene Bag Small	Per pcs
134	Punching machine big size double	Per pcs
135	PVC file auto clip / ring file/display file	Per pcs
136	Riso graph ink	Per pcs
137	Riso graph master	Per pcs
138	R-J 45 jack	Per pcs
139	Room spray	Per pcs
140	Rubber band all size 1",1.5",2,"3"	Per pkt
141	Samsung laser jet tonner all model	Per pcs
142	Scale 12"	Per pcs
143	Scissor	Per pcs
144	Sealing wax	Per pkt
145	Sharpner	Per pcs
146	Single punching machine	Per pcs
147	Sketch pen	Per pkts
148	Soap best quality	Per pcs
149	Spike booster	Per pcs

Handwritten signature and date:
 15/01/19

150	Spiral binding 100 pages	Per pcs
151	Spiral binding 200 pages	Per pcs
152	Stamp pad big	Per pcs
153	Stamp pad ink	Per pcs
154	Stamp pad medium.	Per pcs
155	Stapler machine big 24/6	Per pcs
156	Stapler machine jamboo 24/6	Per pcs
157	Stapler machine no 10	Per pcs
158	Stapler pin 24/6	Per pkt
159	Stapler pin no 10	Per pkt
160	Stick file	Per pcs
161	Sticker paper A/4 size	Per pcs
162	straw board thick	Per pcs
163	T -Al pin	Per pkt
164	Table cloth Rexene	Per pcs
165	Tarpoline bag big size	Per pcs
166	Tea set	Per set
167	Torch battery big	Per pcs
168	Torch light 2 cell	Per pcs
169	Torch light 3 cell	Per pcs
170	Towel big size best quality	Per pcs
171	Towel med. size best quality	Per pcs
172	Towel small size best quality	Per pcs
173	Trunk Big Size	Per pcs
174	Trunk Medium Size	Per pcs
175	Trunk Small Size	Per pcs
176	Tube light bulb	Per pcs
177	Tube light choke electronic	Per pcs
178	Twin ball	Per pcs
179	Umbrella best quality	Per pcs
180	UPS for computer	Per pcs
181	V.I.P Chain display file leather foam	Per pcs
182	V.I.P four cover file plastic	Per pcs
183	VIP I card cover	Per pcs
184	VIP lace for I card	Per pcs
185	Voting compartment material	Per pcs
186	Wall clock	Per pcs
187	Waste paper basket	Per pcs
188	Water sponge dumper	Per pcs
189	White phenyl	Per bottle
190	Wooden pencil	Per pcs
191	Writing pad per No	Per pcs
192	Xerox tonner cannon NPG -28 /59/51	Per pcs
193	Mock Poll Stamp 3CMX1.5 CM	Per pcs
194	Tarpoline 12 ftX8ft	Per pcs
195	Lamp (Battery)	Per pcs


 15/02/19
 District Election Officer, Diphu
 Karbi Anglong
