

ASSAM PUBLIC SERVICE COMMISSION

No.212PSC/Sty-4/2004-2005,

Dated Guwahati, the 28th April/2022

NOTICE INVITING TENDER

Sealed Tenders are invited affixing with court fee stamp of Rs. 8.25 from the local/ Govt. approved firms for supply of following articles/items for the Assam Public Service Commission as per specification and size given below as per requirements of APSC from time to time.

Sl. No.	Items	Size/specification	Price/Per unit
1)	Wall name plate good quality (Golden)	18"/6.5 inch	
2)	Table name plate with stand (Golden) good quality	12"/6.5 inch	
3)	Wall name plate (Blue & White)	12"/6.5 inch	
4)	Hanging name plate with folding iron frame	1"/6.5 inch	
5)	Board Stand (steel)	12"/6.5 inch	
6)	Wall board (list of Chairman in the facilitation centre)	5"/3 feet	
7)	Stamp (Polymer) Big/Small	Square	
8)	Stamp (Polymer) Big/Small	Round	
9)	Plantation Name Plate	16"/8 inch	
10)	Table name plate	10"/5 inch	
11)	Letter pasting & fitting (Board of Chairman)	-	
12)	Glow sign Board	3"/5 feet	
13)	Notice Board with stand both side use	5"/3 feet	
14)	Dater stamp	Good quality	

The Tender will be received by the undersigned up to **3.00 P.M** of **23/05/2022** and will be opened on the same day.

The purchased committee has reserved the right to accept or reject any / all the Tender without assigning any reason thereof.

Prices of items should be stated quoting inclusive of all the taxes.

For details of tender and further updates please visit www.apsc.nic.in

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Secretary,

Assam Public Service Commission,
Jawaharnagar, Khanapara, Ghy-22.

DETAILS OF NOTICE INVITING TENDER

General Scope of Work:

Supply of above mentioned items in the office of the Assam Public Service Commission as per requirements of APSC from time to time.

Terms and Conditions

- 1) Bidder should have similar Work Experience of Supply of similar items in Government/Semi-Govt. Department/Institutes/Organization/PSU etc.
- 2) The firm should not have been barred by any PSU/Govt. Dept. in doing business with them. (submit self-declaration).
- 3) **The bidders Should submit copy of PAN Card, up to date trade license and GST registration certificate & upto date GST. Return.**
- 4) An **Earnest Money Deposit (EMD)** of **Rs. 5,000.00/-** (Rupees Five Thousand) only must be submitted with the tender. The EMD shall be addressed to the 'Secretary, Assam Public Service Commission, Jawaharnagar, Khanapara' drawn from any Nationalized Bank payable at Guwahati. EMD of unsuccessful bidders will be returned after completion of the bidding process.
- 5) The bidder shall have to quote the rate for all the items mentioned in the tender, otherwise, it shall be disqualified. The quotation must be duly signed on each page by the authorized person of the bidder.
- 6) Prices of the items should specifically be quoted stating inclusive of GST and any other taxes/charges.
- 7) The rates quoted shall be inclusive of delivery at Assam Public Service Commission, Jawaharnagar, Khanapara, Guwahati-781022
- 8) Rate quoted should be valid for the entire period of agreement.
- 9) Any loss or damage to the item(s) while handling/transporting till such time the items are delivered and handed over to this office is the responsibility of the supplier.
- 10) On completion of successful supplies of ordered quantities, bills/invoices should be forwarded to the undersigned.
- 11) **The rate/agreement for supply of items will be valid for 1 (one) year from the date of issue of acceptance letter/agreement, which can be extended upto a maximum of 1 (one) year subject to prevailing the same rates and terms & conditions.**
- 12) APSC reserves the right to accept or reject any quotation/all quotations/ cancel the bidding process without assigning any reason whatsoever.
- 13) The firm/bidder must be submitted I.T. Return statement for minimum 2(two) year, i.e 2020-21, 2021-22 etc.


Secretary

Assam Public Service Commission
Jawaharnagar, Khanapara, Guwahati-22