

GOVT.OF ASSAM
OFFICE OF THE SENIOR QUALITY CONTROL OFFICER :: DEPTT. OF INDUSTRIES &
COMMERCE :: ASSAM :: GUWAHATI-21.

NOTICE INVITING QUOTATION.

Quotation Notice No.GQC.10/89/174,

Dated 20/12/2018

Sealed Quotation affixing court fee stamp of Rs.8.25 (Rupees eight & paisa twenty five) only are invited by the undersigned for Calibration of Machineries (balance & Furnace) from NABL accredited laboratory / such agency qualified(authorized) by NABL to Calibration for the Office of the Senior Quality Control Officer, Deptt. of Industries & Commerce, Govt. Assam, Bamunimaidan, Guwahati-21.

The quoted rate should be inclusive of all taxes and other relevant expenditure for completion of the work at the Laboratory situated at Industrial Estate, Bamunimaidan,Guwahati-21. The quoted rate should also be inclusive of all expenses as applicable under the existing law or levy by the statutory authorities/state/central govt.

The quotation will be received at the O/o the undersigned on or before 4 the Jan./2019 up to 1.00 P.M. & the same will be opened at 3.00 P.M. on the same date & place in presence of the indenting Firm/Laboratory or their authorized representative.

The Quotation documents along with Terms & Conditions, scope of work, name of machineries offered for Calibration, list of Supporting Documents to be furnished along with quotation etc. can be collected from the office of the undersigned or can be downloaded from <https://industriescom.assam.gov.in>



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QUOTATION DOCUMENTS


The Quotation is invited in sealed envelope super-scribing 1) Name & Address of the Firm 2) Reference No. of the Quotation, 3) Name of the machineries and work (Calibration) for which quotation is filed shall be addressed to the "Senior Quality Control officer, Industries & Commerce, Govt. of Assam, Industrial Estate, Bamunimaidam, Guwahati-21".

1) Quotation shall consist of following documents

- 1.1 Non refundable Court fee stamp of Rs. 8.25 (Rupees eight & twenty five paisa) only to be affixed to the quotation document.
- 1.2 The Agency/ Firm should be NABL accredited/ Laboratory having NABL Certification calibration Laboratory. NABL certificate along with scope of Accreditation should be submitted with quotation document.
- 1.3 The Agency/ Firm submit measurement traceability certificate from NPL/competent authority shall be given preference.
- 1.4 Valid GST registration certificate.
- 1.5 PAN Card.
- 1.6 Clientele list.

2) Terms and condition of the Quotation

- 2.1 Rate to be quoted both in words & figures against each item.
- 2.2 The Quoted rate shall be inclusive of all taxes and levy impose by statutory authority, and any other cost as applicable.
- 2.3 There should not be any difference between the figure & words, the lowest will be considered.
- 2.4 The bidder may quote price in one discipline or both the disciplines.
- 2.5 The bidder may visit the site to assess the exact requirement of work.
- 2.6 Non submission of the certificates/information along with the quotation may entail rejection of the quotation.
- 2.7 The Purchaser/selection committee reserves the right to accept or reject any or all the quotation without assigning any reason thereof.
- 2.8 Submission of Quotation by the firm/agency implies that he has read the instruction to quotation, the general condition of contract & has made himself aware of the scope & the specifications of the work to be executed & accepted all terms & conditions.
- 2.9 Final payment will be processed after completion of work to the satisfaction of the inspecting team of the office of the undersigned followed by production of bill.
- 2.10 Completion of work must be done within 31st January, 2019.
- 2.11 Validity of offer: The offer shall remain valid for a period of 180 days.
- 2.12 Awarding the supply order to the successful bidder is subject to the availability of fund.
- 2.13 The undersigned will not be responsible for advance floating of quotation.
- 2.14 The quotation submitted by telex/telegram/fax/E-mail shall not be considered.


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- 2.15 Conditional quotation shall not be accepted.
- 2.16 Quotation offer addressed to the Senior Quality Control Officer, Industries & Commerce Deptt., Industrial Estate, Bamunimaidan, Guwahati-21 can be submitted either in person or through Register post/Speed post/Couirer. The date and time of receipt of the offer shall be reckoned as the date and time of the submission of the offer at the office of undersigned.
- 2.17 The department shall not be responsible for any delay including postal delay in submitting offer.
- 2.18 The Quotation shall be submitted to the office of the undersigned on or before 1 P.M. on 4th January/2019 and the same will be opened on the same date at 3 P.M. in presence of the firm/agency or their representatives.
- 2.19 If any diuspote arises between the department and supplier, then court of Guwahati Kamrup(M) will have jurisdiction.
- 2.20 In case the last date of quotation happen to be govt. holiday, quotation will be received up to 1 P.M. of the next working day.
- 2.21 TDS will be as per govt. norms.


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