



GOVT. OF ASSAM
OFFICE OF THE DISTRICT COMMISSIONER :::::::::: HAILAKANDI
(Disaster Management Branch)

Phone: 03844-280000

Email: dmhailakandi2012@gmail.com

No.ECF-141526/1-3

NOTICE INVITING TENDER

Sealed quotations affixing court fee stamps worth Rs.8.25 (Rupees eight and paise twenty five) only are hereby invited from the reputed suppliers/ firms for supply of the under mentioned relief materials to the District Commissioner, Hailakandi as and when required for flood relief and other disaster during the year 2025-26. The quotations will be received up to 2:00 PM of 26.03.2025 at DEOC/DDMA, Hailakandi and will be opened at 4:00 PM on the same day. The quotationers / representatives may remain present while opening the quotation.

Sl. No.	Items of Relief Materials	Quantity
1.	Rice (good quality)	Per quintal
2.	Masur Dal (Small size)	Per quintal
3.	Masur Dal (Big size)	Per quintal
4.	Mustard Oil (To be supplied in ½ ltr. pouch)	Per pouch
5.	Salt	Per quintal
6.	Chira	Per quintal
7.	Gur	Per quintal
8.	Candle (Medium)	Per packet
Baby food		
9.	Nestum	Per 400 gm. pkt.
10.	Cerelac	Per 400 gm. pkt.
11.	Horlicks	Per 500 gm. pkt.
12.	Biscuit (Small packet)	Per packet
13.	Package/Toned Milk	Per 200 ml pkt.
Cattle food		
14.	Wheat Bran	Per quintal
15.	Rice Bran	Per quintal
Other Essential		
16.	Poly Tarpaulin 22 feet X 24 feet	Per piece
17.	Poly Tarpaulin 18 feet X 24 feet	Per piece
18.	Poly Tarpaulin 18 feet X 15 feet	Per piece
19.	Utensil set (One set containing of 2 nos. Steel Rice Plates, 2 nos. Steel Bowls, 2 nos. Steel Glasses, 2 nos. Cooking Spoons, 1 no. Aluminum Degchi, 1 no. Aluminum Saucepan, 1 no. Aluminum Kadai and 1 no. Aluminum Lid (Dhakna)	Per set
20.	Blanket (Single size)	Per piece
21.	Plastic Bucket (16 ltr.)	Per piece
22.	Torch Light (Big/small) (Two cell/three cell)	Per piece

23.	Hair Oil	Per bottle
24.	Bath Soap (small)	Per piece
25.	Mineral Water (500 ml.)	Per bottle
26.	Mosquito Net {Size- 190 cm. X 180 cm. X 150 cm. (Double)}	Per piece
27.	Cotton Saree (Standard size & quality)	Per piece
28.	Lungi (Standard size & quality)	Per piece
29.	Gamocha (Standard size & quality)	Per piece
30.	Ganji (Standard size & quality)	Per piece
31.	Bamboo (Bhaluka/ Jati – Standard size)	Per piece
32.	Cleaning Soap (50 gm)	Per piece
33.	Tooth Paste (50 gm)	Per piece
34.	Match Box	Per box
35.	Triple Layer Mask	Per piece
36.	Sanitizer	100 ml.
37.	Sanitary Pad	Per packet
38.	Baby diapers	Per packet
39.	Disposable Glass	Per piece
40.	Disposable Plate	Per piece
41.	Phenyl	500 ml
42.	Harpic	500 ml
43.	Mosquito Coil	Per pkt.

Terms & Conditions:

1. The rate fixed shall remain valid for 1 (one) year from the date of acceptance.
2. Overwriting in the quotation paper will not be entertained.
3. The bidder must have a shop/ stockiest of his own and must be a license under the ATA (L&C) Order 1982.
4. Rate against each item should be clearly written both in figure and words.
5. It is not binding on the undersigned to accept the lowest rate.
6. The undersigned reserves the right to accept or reject any or all quotations without showing any reason thereof.
7. Rate should be quoted inclusive all taxes.
8. Items are to be supplied immediately after receipt of incident.
9. Sample of materials must be supplied with the quotation.
10. Supply of materials shall have to be done during emergencies. Hence, items offered shall be of good quality. Supply of substandard, inferior quality materials shall be rejected with forfeiture of security money subsequent legal action.
11. Supplier should mention their PAN/ TIN Numbers along with the quote.
12. Supplier should mention their address of shop/ office/ Godown along with the contact numbers.
13. The suppliers should mention their brands which will be supplied at the price quoted compulsorily.
14. The bidder should have to submit a copy of Trade License, Pan Card, Bank statement for last 6 (six) months, GST Registration Certificate & Income Tax return for last 3 (three) years.
15. Payment will be made as and when fund is received from Govt.

Note :

1. Without the aforesaid documents, the bid document will be treated as invalid.
2. The bidder should put his signature on all the documents.
3. Participating bidder must quote the rates for all the listed items, otherwise the bid document will be treated as invalid.

District Commissioner-cum-Chairman,
DDMA, Hailakandi

Memo No.ECF-141526/1-3

Copy to:-

1. The Chief Executive Officer, Assam State Disaster Management Authority, Dispur Ghy-6 for favour of kind information.
2. The District Information & Public Relation Officer, Hailakandi. He is requested to give wide publicity through local News Papers.
3. The. Asstt. Director, FPD & CA, Hailakandi for information and necessary action.
4. The DIO, NIC, Hailakandi for information and necessary action.
5. The President/ Secretary, Chambers of Commerce, Hailakandi for information and necessary action.
6. All local traders/ suppliers/ firms for information and necessary action.
7. Office file.

e-Signed
District Commissioner-cum-Chairman,
DDMA, Hailakandi