



OFFICE OF THE PRINCIPAL  
**ADARSHA VIDYALAYA, DALGAON**

(AN ENGLISH MEDIUM GOVT. SCHOOL WITH CBSE CURRICULUM)

VILLAGE: RUHNIKASH, P.O:- DALGAON, DIST:- DARRANG, ASSAM, PIN :- 784116 . Estd : 2018

Mail ID :-dalgaonadarshavidyalaya@gmail.com



Mobile:8638734343

Ref No.AV/Dalgaon/Procurement/2022/258

Date: 20/10/2022

## SHORT NOTICE INVITING QUOTATION

Sealed quotations are hereby invited affixing non-refundable Court Fee Stamp of Rs. 8.25(Rupees Eight & Paise Twenty Five) only from reputed manufacturer(through their dealer or authorized representative) for **Supply of Furniture at Adarsha Vidyalaya Dalgaon** as per the list of items attached in **Annexure-I** and as per the terms and conditions attached in **Annexure-II**. The bid documents may be collected from and dropped at the Office of the under-signed on all working days w.e.f20/10/2022 to 03/11/2022 on payment of a sum of Rs...30/- (Rupees...Thirty rupees.....only). The quotations shall be opened on 03/11/2022 at 2:00 PM. The quotationers or their authorized representative may be present at the time of opening of the sealed quotations.

- Enclosed: i) Annexure-I(List of itmes)  
ii) Annexure-II(terms and conditions).

*Maham Borah*

Principal,

Adarsha Vidyalaya, Dalgaon

Date: 20/10/2022

Memo No.AV/Dalgaon/Procurement/2022/258

Copy to:

- 1) The Mission Director, SSA Assam, Kahilipara, Guwahati-19 for favour of kind information.
- 2) The Deputy Commissioner, Darrang cum Chairman, SMDC AV Dalgaon.
- 3) The Addl. Deputy Commissioner(Edu) Darrang, Mangaldai for favour of kind information.
- 4) The Inspector of Schools, DDC Mangaldai. You are requested to put up the NIQ in the notice board of your respective office.
- 5) The District Elementary Education Officer cum DMC, SSA Darrang. You are requested to put up the NIQ in the notice board of your respective office.
- 6) The BEEO, Sipajhar/Dalgaon/Kalaigaon. They are requested to put up the NIQ in the notice board of their respective offices.
- 7) Office Notice Board.
- 8) Office File.

*Sd*

Principal,

Adarsha Vidyalaya, Dalgaon



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Email Id: [dalgaonadarshavidyalaya@gmail.com](mailto:dalgaonadarshavidyalaya@gmail.com)  
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## ANNEXURE-II

### TERMS & CONDITIONS FOR SUPPLY OF FURNITURE AT ADARSHA VIDYALAYA DALGAON

1. The Quotations should contain the complete specifications and brand names.
2. The quotations should comprise of the tender documents alongwith the GST registration certificate, PAN card and a signed copy of this undertaking.
3. The rate quoted should include all prevailing taxes levies etc.
4. The Price quoted should include all incidental charges for delivery & installation at the location of the school.
5. No over-writing in the bid documents shall be allowed and if found any might incur complete rejection of the said bid.
6. Period within which the items can be supplied is 30 days from date of supply order.
7. The quoted rates should be valid for a period of 120 days from the date of supply order.
8. Quotations received after the due date is liable to be rejected.
9. No advance payment will be made as 100% payment shall be released by cheque/ bank transfer on receipt of the furniture in good condition.
10. For items rejected, payment will not be made until made good by replacement of furniture in good condition.
11. Wherever indicated, samples may be furnished at the supplier expenses unless otherwise specified
12. This Annexure should also serve as an undertaking for all the bidders and should invariably be included in the envelope containing the bid documents at the time of dropping of the bids.

*I hereby certify that I agree to abide by all the terms and conditions as laid down above.*

Date:

Place:

(Signature of bidder)