



OFFICE OF THE SUB-DIVISIONAL OFFICER (CIVIL)
DHANSIRI, SARUPATHAR
(ADMINISTRATION BRANCH)

Dated:-10/04/2023.



No. DAT/1/2023/Sati Sadhani/355

SHORT QUOTATION NOTICE

The Sub-Divisional Officer (Civil), Dhansiri, Sarupathar, invites Sealed quotations affixing Court Fee Stamps amounting of Rs.8.25/- (Rupees eight and twenty five paise) only from reputed registered firms/supplier/enterprise etc. for supply of refreshment (breakfast, lunch, dinner etc.) items in connection with "Sati Sadhani Divas program" to be held on 21st April, 2023 at Sarupathar. The quotations will be received by the O/o the undersigned in tender Box during Office hours up to 3.00 PM on 17/04/2023 and will be opened on the same day at 4.00 PM by the Sub-Divisional Officer (C) Dhansiri, Sarupathar.

N.B.- Requirement listed in the Annexure mentioned hereunder.

ANNEXURE-A

Sl. No.	Name of the foods items	Rates of items (including all taxes)	Remarks
1	2	3	4
BREAKFAST ITEMS			
1.	Tea (Red Tea & Black Tea)		
2.	Milk Tea		
3.	Coffee (Black)		
4.	Coffee (with milk)		
5.	Bread Toast with jam		
6.	Juice (Apple, Mango, Guava etc.)		
7.	Eggs to order		
8.	Chole Bhatore		
9.	Puri Sabji		
10.	Sandwich		
11.	Roti Sabji		
12.	Paratha (as per order)		
13.	Fresh fruits		
LUNCH ITEMS			
14.	Assamese traditional veg thali (Rice, Dal, Mix sabji, papad, green salad aloo pitika, Chatni)		
15.	Kichiri with papad & mix pickle		
16.	Mineral drinking water bottle 500 ml		
DINNER			
17.	Assamese traditional veg thali (Rice, Dal, Mix sabji, papad, green salad aloo pitika, Chatni)		

NON VEG. ITEMS			
18.	Local Chicken curry/ Dry fry		
19.	Broiler Chicken curry/Dry fry		
20.	Mutton curry/Dry fry		
21.	Fish curry/ fry		
VEG. ITEMS			
22.	Panner masala/buttér masala		
SWEET ITEMS			
23.	Rasgulla/Gulab Jamun		
24.	Ice Cream		
25.	Curd Plain/Sweet		

TERMS & CONDITION:-

1. The firm/enterprise/supplier should be Govt. registered and having Trade License.
2. The rates should be inclusive of all taxes (mentioned specifically).
3. The GST registration certificate must be submitted along with quotations.
4. The tenderer/quotationer must submit self attested one copy of photograph, Photostat copy of GST Registration Certificate, latest IT return/PAN Card, Trade license/Bank Passbook etc.
5. Preference shall be given to firm/enterprise which has experience in dealing with supply of above mentioned items to the Govt. Offices/Departments.
6. The authority is not bound to accept the lowest rates in a quotation and reserves the right to accept or reject any quotation without any reason thereof and the authority will fix the rates of the items and decision of the committee is final.
7. Payment of bills will be as per Govt. norms and procedures.
8. The intending firm/enterprise/suppliers or their representative may remain present at the time of opening of the said quotation. For further details of the matter, interested parties may contact the authority during office hours of working days.
9. The terms and conditions should be strictly followed by the tenderer/quotationer.


 Addl. Deputy Commissioner,
 i/c District Administration Division,
 Dhansiri Sub-Division.
 Dated:-10/04/2023.

Memo No.DAD.1/2023/Sati Sadhani/355 -A

Copy to:-

1. The Directorate of Cultural Affairs, Govt. of Assam, Guwahati-1 for favour of kind information.
2. The Joint Secretary to the Govt. of Assam, General Administration (B) Department, Dispur, Guwahati-06 for favour of kind information.
3. The Deputy Commissioner, Golaghat for favour of kind information.
4. The District Information Officer, NIC, Golaghat for wide publicity. He is requested to upload the Tender copy online in the District website of Golaghat District Administration.
5. Notice Board, O/O the SDO(C), Dhansiri, Sarupathar.
6. Office file.


 Addl. Deputy Commissioner,
 i/c District Administration Division,
 Dhansiri Sub-Division.