



GOVERNMENT OF ASSAM  
OFFICE OF THE CITY MISSION MANAGEMENT UNIT::SILCHAR  
ASSAM STATE URBAN LIVELIHOODS MISSION SOCIETY  
SADARGHAT ROAD, Silchar, 788001, Assam



No. ASULMS/CMMU/NIQ/CPO/2018/31/01

Dated: 05/04/2018

NOTICE INVITING QUOTATION

Sealed quotations are invited affixing non-refundable Court Fee Stamp worth Rs. 8.25 (Rupees eight & twenty five paisa) from the registered firms for supply of Office Stationery items which will receive upto 3 PM of the 17<sup>th</sup> April, 2018 at CMMU, Silchar, ASULMS, (DAY-NULM), Silchar Municipal Office Building, 2<sup>nd</sup> Floor, Sadarghat Road, Silchar- 788001. The list of stationery products can be seen in the CMMU Office at any time during working hours.

TERMS AND CONDITIONS FOR SUPPLY OF OFFICE STATIONERY

1. The supplier must be registered firm and should have GSTIN registered and quote rate of each item in quotation paper which should be inclusive of all taxes like AGST/CGST/ (GST), freight or any other charges etc.
2. The firm/supplier must submit the photo copy of GST (TIN) registration certificate (self attested) with the quotation paper.
3. The item (s) shall be purchased on "as & when required" basis & supplier should be in a position to complete supply within 7 (seven) days from the date of receiving the supply order. The successful quotationer shall ensure supply of good quality and standard articles.
4. The lowest rate shall not be the sole criteria for accepting the rate and the undersigned reserves the right to accept or reject any quotation without assigning any reason thereof.
5. If the Supplier/firm fails to supply any article within 7 (seven) days from the date of receiving the supply order, the undersigned reserves the right to cancel the quotation.
6. The payment will be made on availability of fund and completion of work.
7. If in any reason the last day fall holiday or any other emergency then the same will be received the next working day at the same time.
8. The intending quotationers should submit the quotations in sealed cover on the date and time as specified above.

Sd/-

Rajib Roy, ACS  
Executive Officer SMB &  
City Project Officer ASULMS Silchar.



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Memo No. ASULMS/CMMU/NIQ/CPO/2018/31/2-7

Dated: 09/04/2018

Copy to:

1. The Deputy Commissioner, Cachar for information.
2. The State Mission Director (ASULMS), Assam. Guwahati- 6 for favour of kind information.
3. The Chairman, Silchar Municipal Board, Silchar for information.
- ✓ 4. The DIO NIC, for uploading to the website [www.cachar.nic.in](http://www.cachar.nic.in)
5. The Notice Board SMB
6. Office file.

Rajib Roy, ACS  
Executive Officer SMB &  
City Project Officer ASULMS Silchar.