



**GOVT. OF ASSAM,
OFFICE OF THE DEPUTY COMMISSIONER:: CHIRANG:: KAJALGAON
(DISTRICT DISASTER MANAGEMENT AUTHORITY)**

NOTICE INVITING TENDERS

Sealed bids affixing non refundable court fee stamp of Rs. 8.25 (Rupees Eight Twenty Five Paisa) Only are invited from the registered supplier/ vendor/ firm/ Individual for supply of essential GR & other Commodities (List at Annexure-A) in connection with the flood/ hailstorm/ Cyclone/Others etc under Chirang District for the year 2026-27 through Rate Contract/ Parallel Rate Contract and as per the following terms & conditions. The bids will be received by the Office of the District Commissioner, Chirang (Disaster Management Branch) **up-to 3:00 PM of 30/03/2026 and will be opened on the same day at 4:00 PM** in presence of the vendors/bidders/ suppliers or their authorized agents.

Terms & conditions:

1. The rates quoted should be inclusive of all admissible taxes i.e. GST, IT and other relevant taxes.
2. The bidder should invariably enclose copy of firm registration certificates/Trade Licenses, GST registration Certificate (Up-to date), PAN Card and self attested copies of up-to-date Income Tax clearance from the competent authority, Aadhaar Card along with the bid. Bids without valid documents will be rejected outrightly.
3. The supply of items (**List at Annexure-A**) has to be completed in such a manner and in such time as stipulated in the work order without fail. Under no circumstances, the extension of time for completion of work/ supply order will be allowed/ entertained.
4. The bidder should have to deposit security money of Rs. 10,000/- (Rupees Ten Thousand) Only in the form of Bank Draft/ Cheque/Call Deposit in favour of the District Commissioner, Chirang.
5. The supply order of essential commodities/ items (**List at Annexure-A**) will be placed as per the requirement and payment will be made subject to availability of fund in the respective head of account after observing due formalities thereof. No claims as regards to payment, advance payment etc will be entertained.
6. Rates should be quoted both in digit and words by the bidder.
7. Any overwriting, over typing or erasing of figures or words in the bid which render it doubtful and ambiguous are not allowed and shall render the same invalid.
8. The undersigned reserves the right to accept or reject any/ all bids without assigning any reason thereof in public interest.
9. It is not necessary that rate quoted by L1 will get finalized, quality aspect will be considered in public interest.
10. O/o the District Commissioner, Chirang in its discretion reserves the right to reject or accept any or all the tenders, partly or completely at any time without assigning any reason thereof.
11. The undersigned in finalizing the product rates reserves the right to cancel the tender in public interest.
12. The participating bidders after finalization of rates of GR and Other items have to execute a contract agreement with the O/o the District Commissioner, Chirang before supply of the articles declaring that all the terms & conditions stated in the tender are agreeable.
13. Any matter related to code of integrity/ conflict of interest as the case may be, the District Commissioner, Chirang will take necessary action by following the procedures prescribed in "The Assam Public Procurement Act, 2017" and the other relevant Govt. rules/ regulations.
14. Bids shall not be allowed to be withdrawn or altered after due date of submission.
15. Withdrawal of bids after due date of submission shall result in forfeiture of Earnest Money deposited.

16. All the pages of the tender document submitted therein must be duly signed and stamped failing which the offer shall be liable for rejection.
17. O/o the District Commissioner, Chirang reserves the right to seek clarification or verification of any information furnished by the bidder.
18. The rates quoted by the bidder, if found to be unreasonable or unrealistic, then the bid shall be liable for rejection, even if it is the lowest. Preference will be given to the Lowest and the most advantageous one.
19. The rate contract with the winning bidder shall be valid for a period of one year (i.e. for the F.Y. 2026-27).
20. Although the Rate Contract/ Parallel Rate Contract shall be valid for the financial year 2025-26 however, in case of unavoidable circumstances new rate contract cannot be executed, the existing rate contracts may be extended at the same rates, terms & conditions for another financial year.
21. The O/o the District Commissioner, Chirang reserves the right to conclude parallel rate contract with different bidders, in addition to responsive bidders submitting the lowest priced bid or most advantageous bid at the rates of such bidder.
22. If the Bid winner after entering the Rate Contract agreement with the undersigned renders similar goods at a price lower than the rate contract price to anyone in the state of Assam, at any time, during the validity of the rate contract, the rate contract price will be automatically lowered or reduced accordingly to such lesser or reduced price quoted for the subject matter of procurement with effect from the date of such quoting or reducing, and the rate contract will be amended accordingly.
23. The bidder should be capable to arrange the supply at the shortest notice.
24. The delivery of GR & other materials to be done at the District Head Quarter, Kajalgaon which includes GST/ Taxes, transportation, uploading & unloading charges etc.
25. No representation/ appeal for enhancement on the ground of rise in cost of materials, labour cost and rise in the market rate or any other reason whatsoever will be entertained.
26. The bill in triplicate may be sent to this office for settlement after delivery of the materials has been done satisfactorily.
27. No advance payment will be entertained. No payment shall be made for rejected supplies.
28. Unsealed quotations shall be summarily rejected.

**Digitally signed by
JATIN BORA**

Date: 06-03-2026

15:13:58
District Commissioner,
Chirang, Kajalgaon.

Memo No: DM-12/10/2026-RDM-CHR/538808

Dated as per e-signed

Copy to:

1. The Secretary to the Govt. of Assam, Revenue & DM Department (G) Branch, Dispur, Guwahati-06 for favour of kind information.
2. The Addl. District Commissioner & I/c, SDO (Civil), Bijni for kind information.
3. The Circle Officer Sidli/ Bijni/ Bengtol Revenue Circle for information & wide publicity.
4. The DIPRO, Chirang for wide publicity. He is requested to arrange to publish the advertisement in atleast 2 (two) daily newspapers.
5. The DIO, NIC, Chirang with a request to upload the NIT in the District Website.
6. All Local Supplier/ Vendor/ Firm/Individual for information & necessary action.
7. The Office Notice Board.

e-Signed/-

District Commissioner,
Chirang, Kajalgaon.

Annexure-A**List of Essential GR Commodities**

Sl. No	Items/ Particulars	Description/ packaging
1	Rice (Parimal, Aijong and similar varieties)	Qtl.
2	Masur Dal (Size-Small & Big) (rates to be specified)	Qtl
3	Mustard Oil	Ltrs
4	Salt (Iodized & Free flow)	Kg
5	Chira (good quality)	Kg
6	Gur (good quality)	Kg
7	HDPE Tarpaulin 12' X 15' in Size (120& 170 GSM)	Pcs
8	HDPE Tarpaulin 15' X 18' in Size (120& 170 GSM)	Pcs.
9	HDPE Tarpaulin 18' X 24' in Size (120 & 170 GSM)	Pcs.
10	Mask (Three Layer)	Pcs
11	Hand Sanitizer 100 ML	Pcs.
12	Hand Sanitizer 200 ML	Pcs
13	Hand Sanitizer 500 ML	PCs.
14	Hand wash (Liquid)-100 ML (Lifebuoy/Dettol/ Savlon or equivalent brand)	Pcs.
15	Hand wash (Liquid)-200 ML (Lifebuoy/Dettol/ Savlon or equivalent brand)	Pcs.
16	Hand wash (Liquid)-500 ML (Lifebuoy/Dettol/ Savlon or equivalent brand)	Pcs.
17	Baby food (lactogen) 400 gm	Pkt
18	Baby food (Cerelac) 300 gm	Pkt
19	Biscuit (Good day) 100 gm	Pkt
20	Biscuit (Marie gold) 100 gm	Pkt
21	Biscuit (Thin arrowroot) 52 gm	Pkt
22	Saree & Mekhela Sadaor (Cotton)	Pcs
23	Lungi (Cotton) standard size & quality)	Pcs
24	Ganji standard size & quality	Pcs
25	Dokona (Cotton) standard size & quality	Pcs
26	Aronai (good quality)	Pcs.
27	Gamocho-Standard size & quality	Pcs
28	Dhuti- Standard size & quality	Pcs
29	Mosquito Coil	Pkt
30	Black Polythene sheet (50-80 GSM)	Kg
31	Candle (Big)	Pkt
32	Candle (Medium) Per pkt	Pkt
33	Match Box (10 Pc per pkt)	Pkt
34	Cleaning soap (50 gm.)	Pc
35	Bleaching Powder (500 gm)	Kg
36	Sanitary Napkin (Regular/ XL Size) (Stayfree or equivalent brand)	Pkt
37	Phenyl (Liquid) Black	Ltr
38	Phenyle (Liquid) White	Ltr
39	Utensils (Packet containing 2 (two) Nos. of steel rice plates, 2 (two) Nos. of steel glasses, 2 (two) Nos. of cooking spoon, 1 (one) No. aluminum degchi, 1 (one) No. aluminum saucepan, 1 (one) No. aluminum kadai & 1 (one) aluminum lid (dhakna)	Per set
40	Wheat Bran	Kg
41	Rice Bran	Kg
42	GI Sheet standard size with thickness	Per bundle
43	Empty gunny bag	Pcs.
44	Jute rope Per Kg	Kg
45	Iron Wire	Kg
46	Mosquito Net (Single & Double)	Pcs
47	Fire wood	Qtl
48	LED Bulb 15 WT, 20 WT	Pcs.
49	Generator (Hiring charge)	Per day
50	Water bottle ½ Liter	Pcs.
51	Water Bottle 1 Liter	Pcs.
52	A4 Paper 80 GSM	Per ream
53	Legal Paper 75 GSM	Per ream
54	Torch Light (2 battery)	Pcs.
55	Tonner (EPSON M-200),	Pcs.
56	Tonner Cannon Image runner (2004)	Pcs.
57	Suji	Kg
58	Sugar	Kg
59	Huggies	Standard Pkt
60	AmulTaza Toned Milk (Tetra Pak) 200 ML and 500 ML	Per pkt for 200

		ML & 500 ML
61	Flex banner	Per Sq. feet.
62	Wooden Standee	Per Sq. feet.
63	Writing Note Pad (35 leaves)	Per Piece
64	Ball Pen	Per Piece
65	Chart Paper	Per Piece
66	Sketch Pen	Per Pkt.
67	Pencil	Per Piece
68	Sharpener	Per Piece
69	Laptop Projector with Screen and Laptop on rent per day	On daily basis.
70	Digital camera with Operator on hiring basis	On daily basis
71	Printing on A4 page (single side)	Rate per A4 Paper.
72	Printing on Legal Page (Single side)	Rate per Legal Page
73	Plastic folder cover for meeting/ training	Per Piece
74	Sound system with cordless mike on rent per day	
75	Plastic dining table per pc/ per day rent with cover	
76	Plastic Chair with white cloth cover on rent per piece per day	
77	Executive Chair per piece per day rent	

NB:: All rates are inclusive of GST/ Taxes, transportation, uploading & Un-loading charges to the District Headquarters, Chirang, Kajalgaon.

Digitally signed by
JATIN BORA

Date: 06-03-2026

15:13:08
District Commissioner,
Chirang, Kajalgaon.