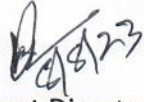


GOVERNMENT OF ASSAM
SKILL, EMPLOYMENT AND ENTREPRENEURSHIP DEPARTMENT
DISTRICT EMPLOYMENT EXCHANGE , SONITPUR , TEZPUR, ASSAM.
tezpuremex@gmail.com

NO. TXVOC- 1/2004 – 15/288

Date : 08/08/2023

Specification of Items **1. TRANSPORTATION/MOBILIZATION. 2. RESOURCE PERSON**
3. MISCELLANEOUS/BANNER/POSTER/PUBLICITY/ADVERTISEMENT for the Quotation
Inviting for conducting 14 (Fourteen) numbers of Career Counseling Cum Vocational Guidance
Program in Educational Institution as per DE&CT letter No. 1. DET (VG) – 165/2022 Date :
20/07/2023. 2. TXVOC – 1/2004-15/270-273 Date : 01/08/2023.


Assistant Director
District Employment Exchange,
Sonitpur, Tezpur, Assam.

General Terms and Condition

1. This invitation for Quotation is open to all dealers /suppliers.
2. Quotation shall not be under a declaration of ineligibility for corrupt and fraudulent practices.
3. The Quotation prepared by the renderer/ Questioners shall comprise the following components.
 - a. Quotation should be submitted with court fee stamp of Rs.8.25(eight rupees& twenty five paisa)
 - b. A Quotation Form and a Price Schedule.
 - c. Documentary evidence established that the Quotation is eligible for quotation and is qualified to perform the contract if its quotation is accepted.
 - d. Documentary evidence that the goods /service and ancillary service to be supplied by the Quotation are eligible goods/service and services and conform to the quotation documents.
4. The Quotation shall complete the Quotation Form and the appropriate Price Schedule furnished in the quotation documents.
5. Quotation for few items or single item is also considerable Similarly the purchaser will have the right to items particularly not as a whole.
6. The Quotation shall seal the quotation in envelop duly marking the envelops as "original".
 - a. Be addressed to the Purchaser at the following Address
Assistant Director, District Employment Exchange ,Sonitpur, Tezpur,Assam.
7. In the event of the specific date for the submission of Quotation being declared a holiday for the purchaser the Quotations will be received up to the appointed time on the next working day.
8. Any quotation received by the purchaser after the deadline for submission of quotation prescribed by the Purchaser will be rejected.
9. The Purchaser will open all quotations in the presence of Quotationers or their representatives who choose to attend on 16/08/2023 at 02:00 hrs.
10. All duties taxes and other levies payable on the raw materials and components shall be included in the total price.
11. Sales tax/GST in connection with the sale shall be shown separately .
12. The rates quoted by the Quotations shall be fixed for the duration of the contact and shall not be subject to adjustment on any account .
13. The Price shall be quoted in Indian Rupees only .
14. Each party will submit only one quotation .
15. Quotation shall remain valid for period not less than 30 days after the deadline date specified for submission .
16. The Purchaser will evaluate and compare the quotations determine to be substantially responsive i.e. the quotations which conform to lad down terms & condition and specification .
17. The bidder whose bid is accepted will be notified of the award of contract by the purchaser prior to expiration of quotation validity period. The terms of the accepted offer shall be incorporated in the purchase order .
18. The purchaser is not bound to accept lowest Tender as other factor will be taken in consideration .
19. The items/equipment shall include installation commissioning demonstration and customer training .
20. Documents must be along with tender .
 1. Copy of PAN card .
 2. Valid Trade License .
 3. Copy of GST Registration certificate .
 4. Bank A/C details for payment .

**CEILING AMOUNT FOR EACH CAREER COUNCELLING CUM VOCATIONEL GUIDANCE
PROGRAMME IN EDUCATIONAL INSTITUTIONS.**


1st. program to 14th program (each programe @ Rupees 3500.00 (Three Thousand Five Hundred) only :

a) MOBILIZATION	: Rs. 1000.00
b) RESOURCE PERSON	: Rs. 1500.00
c) MISCELLANEOUS/BANNER/POSTER/ADVERTISMENT/PUBLICITY	: <u>Rs. 1000.00</u>
Total	: Rs.3500.00

(Grand Total of all 14 (Fourteen) Nos of Program Rs. 3500.00 X 14 = Rs. 49,000.00)

NB.:

1. THE RATES ARE QUOTED FOR 1(ONE) SINGLE CAREER COUNCELLING CUM VOCATIONEL GUIDANCE PROGRAMME IN EDUCATIONAL INSTITUTION AND THE SAME APPROVED RATE MAY BE USED FOR SUBSEQUENT PROGRAM.
2. THIS QUOTATION IS VALID FOR ONE FINANCIAL YEAR 2023-24.
3. THE RATES ARE INCLUSIVE OF ALL TAXES.


Assistant Director
District Employment Exchange
Sonitpur, Tezpur, Assam.

Annexure - I

<u>Sl. No</u>	<u>Minimum Specification of Items</u>	<u>Quantity</u>	<u>Unit Price(Inclusive of all taxes)</u>	<u>Total in Figure</u>	<u>Add on Service</u>
1. <u>TRANSPORTATION/MOBILIZATION</u>					
1.	RENTED CAR FOR THE MOVEMENT OF RESOURCE PERSON AND OFFICE STAFF.	1 Nos			
2.	SUFFICIENT FUEL FOR THE MOVEMENT OF THE RENTED CAR.	As per Requirement.			

NB.: THE RATES ARE INCLUSIVE OF ALL TAXES.


8/8/23
Asstt. Director of Employment
Dist. Employment Exchange
Tezpur

Annexure – II

<u>Sl. No</u>	<u>Minimum Specification of Items</u>	<u>Quantity</u>	<u>Unit Price(Inclusive of all taxes)</u>	<u>Total in Figure</u>	<u>Add on Service</u>
2. <u>RESOURCE PERSON</u>					
1.	PAYMENT OF REMUNERATION TO RESOURCE PERSON	1 Nos.			

NB.: THE RATES ARE INCLUSIVE OF ALL TAXES.


Asst. Director of Employment
Dist. Employment Exchange
Lezpur

Annexure -III

<u>Sl. No</u>	<u>Minimum Specification of Items</u>	<u>Quantity</u>	<u>Unit Price(Inclusive of all taxes)</u>	<u>Total in Figure</u>	<u>Add on Service</u>
3. MISCELLANEOUS/BANNER/POSTER/PUBLICITY/ADVERTISEMENT					
1.	PAPER A4 SIZE (GOOD Quality)	1 PKT.			
2.	ENVELOPS	5 Nos			
3.	STAPLER (Small size)& PIN	1Nos			
4.	PEN (GOOD QUALITY) BLUE	10 NOS			
5.	CHALK (GOOD QUALITY)	1 PKT.			
6.	BANNER (MIDIUM SIZE) 5' X 3'	2 Nos			

NB.: THE RATES ARE INCLUSIVE OF ALL TAXES.


Asstr. Director of Employment
Dist. Employment Exchange
Tezpur