

ASSAM STATE DISASTER MANAGEMENT AUTHORITY
ANCILLARY BLOCK, ASSAM SECRETARIAT, DISPUR, GUWAHATI-781006
Phone: 0361-2237221 (O), Fax- 0361- 2237010; E-mail: asdmaghy@gmail.com

SHORT TENDER NOTICE

No. RGR/ASDMA/36/2016/206

Dated: 29th July, 2019

Assam State Disaster Management Authority (ASDMA) invites Price Quotation from Original Equipment Manufacturers (OEM) or OEM Authorized Dealers for **“Supply, Installation and Commissioning 1 no. of Polycom Camera Unit for Polycom HDX 7000 VC”** for District Emergency Operation centre, District Disaster Management Authority, Morigaon District, Assam.

Sl. No.	Name of the Item	Qty.	Location
1	Polycom Camera Unit for Polycom HDX 7000 VC	1 no.	District Emergency Operation centre, District Disaster Management Authority, Morigaon District, Assam

Terms and Conditions:

- a. The rates are to be quoted F.O.R. destination inclusive of packing forwarding, freight, insurance, if any, to the Office of Assam State Disaster Management Authority, Janata Bhawan, Dispur-781006.
- b. The Camera Unit for Polycom HDX 7000 VC will be supplied on time at ASDMA office.
- c. The rates are to be quoted in figures as well as in words.
- d. The quoted rates should be inclusive of all taxes.

Eligibility Criteria/ Qualification for the Bidders:

- e. The Bidder's Firm must be incorporated & registered in India, under the Indian Companies Act/Societies Registration Act/Firm registration act/Trust Act and should be in operations in India for minimum of 2 years' experience in the relevant field. (Please submit Proof of Registration).
- f. Certified copy of PAN card issued by Income Tax Department/up-to-date GST registration in Assam must be submitted with the quotation.
- g. The undersigned reserves the right to reject a part or the whole of quotation without assigning any reason thereof.
- h. The Successful Firm/Agency will sign the Contract Agreement with ASDMA for a period of 1 years.
- i. The Bidder shall provide an undertaking regarding the same.(Self-Declaration as per **Annexure 1**)
- j. The Bidder should have the Average Financial Turnover Rs 20.00 Lakhs during the last 3 years, ending 31st March 2019. Document related to Average Annual Financial Turnover along with audited balance sheet should be certified from Chartered Accountant (CA).
- k. Bidders should have experience in the relevant areas and shall have at least three completed work orders within F.Y. 2016-17, 2017-18, 2018-19 from Government organization, State Government organization, PSU and/or Private Firm. Completion certificate/ repeat orders and Purchase Order/Work Order/ Agreement signed with the client.
- l. The Vendor should provide details of the skilled manpower and the mode of their deployment. Bidder should submit the supporting document along with price quotation.

The envelope containing quotation should be superscribed "Supply, Installation and Commissioning 1 no. of Polycom Camera Unit for Polycom HDX 7000 VC", due on 13/08/2019.

The parties are required to verify the terms and condition for "Supply, Installation and Commissioning 1 no. of Polycom Camera Unit for Polycom HDX 7000 VC" from ASDMA during office hours. The quotations must be submitted on or before 13/08/2019. (Before 4:00 P.M.). The Authority is not bound to accept the lowest quoted rate.


(Aruna Rajoria), IAS
Chief Executive Officer
Assam State Disaster Management Authority
Assam Sachivalaya, Dispur

No. RGR/ASDMA/36/2016/**206-A**

Dated: 29th July, 2019

Copy to:-

1. Deputy Commissioner, Kamrup Metro for pasting it in the notice boards
2. ASDMA notice board.
3. The Systems Expert (IT) for uploading the Short Tender Notice in its Official Website.


(Meenakshi Das Nath)
Joint Secretary & State Project Coordinator
Assam State Disaster Management Authority
Assam Sachivalaya, Dispur

Self-Declaration format

Annexure- 1

Self-Declaration

To,

The Chief Executive Officer

Assam State Disaster Management Authority

Assam Secretariat, Dispur, Guwahati – 781006, Assam

Phone no- 0361-2237221, Fax- 0361-2237010

Sub: Self Declaration as a part of the Response to SHORT TENDER DOCUMENT FOR SUPPLY, INSTALLATION AND COMMISSIONING 1 NO. OF POLYCOM CAMERA UNIT FOR POLYCOM HDX 7000 VC.

Ref: TENDER no.

Dear Sir,

In response to tender No. _____ dated dd/mm/yyyy as an employee of-----
----- in the capacity of -----. I/We hereby declare :

1. That our organization <organization name> is having unblemished past record and was not declared ineligible for corrupt and fraudulent practices either indefinitely or for a particular period of time.
2. That we are not currently debarred or blacklisted by any Government entity, PSU, Bank or corporate institution in India or abroad.

The declaration submitted by us is true and correct to the best of our knowledge and if it is proved otherwise at any stage of execution of the contract, ASDMA has the right to summarily reject the proposal and disqualify us from the process.

(Signature of the Bidder/Authorized Signatory)

Name:

Designation:

Seal:

Date: