



**GOVT. OF ASSAM**  
**OFFICE OF THE DISTRICT COMMISSIONER :: DIMA HASAO DISTRICT :: HAFLONG**  
**(ELECTION BRANCH)**

No. NCH/EL/DC/Stny-10/2023-24/ 441

Dated Haflong, the 01/12/2023

**SHORT QUOTATION NOTICE**

Sealed quotations affixing non-judicial court fee stamp worth Rs. 8.25 (Rupees Eight and Paise Twenty) are hereby invited from reputed tent house/firms/ Dealers/ Shop owner etc. having valid GST registration for supply of goods & services as stated below (Group wise) in connection with forthcoming N. C. Hills Autonomous Council Election, Dima Hasao, under the terms and conditions as stated below.

The Quotation will be received up to 3P.M. on 07/12/2023 and will be opened on the same day at 4 PM. in presence of the quotationers, if they so desire.

**Terms & Conditions :-**

- (1) The rate should be quoted both in figure and words inclusive of GST as per applicable rate.
- (2) The Quotationers should submit copy of their GST registration Certificate and Pan Card alongwith their quotation paper.
- (3) The Quotationers must quote GST No. on the body of the quotation.
- (4) The sealed cover should be superscribed with, "Quotation for supply of Computer & Electronic Items on Hire Basis under Group-F, and "Quotation for supply of Tent House Items on Hire Basis under Group-G" as the case may be.
- (5) There is no guarantee that the lowest rate would be accepted. Decision of the undersigned/purchasing committee would be final in the matter of fixing of rates.
- (6) Payment of bills against any supply/service on hire basis would be subject to availability of fund.
- (7) Order for supply of goods will be issued in piece meal manner on the basis of requirement.
- (8) Quotation invited for fixing of rate of items only on hire basis and order for supply may be made to any eligible party as per exigency and convenience.
- (9) The successful quotationers should supply the required materials immediately on receipt of supply order and the item must be of good quality and in workable condition.
- (10) Rate should be quoted in the following format.

**Group-F (Computer & Electronic Items on Hire Basis).**

Sl. No.	Name of items	Unit	Hiring/service charge Rate per day
1	Computer Set (including CPU, Monitor, Key Board, Mouse & UPS)	Per set	
2	CPU (4 GB RAM with 3i processor)	Per No.	
3	Laser Jet Printer (HP/EPSON)	Per No.	
4	LaserJet colour printer. (HP/EPSON)	Per No.	
5	Laptop (4 GB RAM with 3i processor)	Per No.	
6	Printer Ink Jet	Per No.	
7	LCD Projector with Screen	Per No.	
8	Projector Stand	Per No.	
9	Public Announcement System (mike and other accessories)	Per system	
10	CCTV Camera (dome 5mp)	Per No.	
11	CCTV camera (bullet 5mp)	Per No.	
12	DVR with network ( 8 channel with minimum 15 days back up capacity) with maintenance.	Per No. Per day.	
13	Scanner for A4	Per No.	
14	Scanner for Legal	Per No.	
15	Speaker Set (sound box with mike)	Per set	
16	Photo Copier (Xerox machine)	Per No.	

17	Computer Table (Tower Type)	Per No.	
18	Generator Set (5KVA) with operator	Per set	
19	TV set (LED 34 inches)	Per No.	
20	TV Set (LED 48 inches)	Per No.	
22	Vediography as well as still photography with own good quality camera providing cameraman itself	Per camera man per day	

**Group-G (Tent House Items on Hire Basis).**

Sl. No.	Name of items	Unit	Hiring Rate per day
1	Plastic Arm Chair	Per No.	
2	Plastic Armless Chair	Per No.	
3	Plastic Table	Per No.	
4	Dining Table	Per No.	
5	Sofa Set	Per No.	
6	Carpet	Per No.	
7	Red Carpet	Per No.	
8	Screen (Parda) 3ft. by 7ft.	Per No.	
9	Desk	Per No.	
10	Bench	Per No.	

  
District Commissioner,  
&

District Election Officer  
Dima Hasao District, Haflong,

Dated Haflong, the 1st Dec /2023

M/No. NCH/EL/DC/Stny-10/2023-24/ 444(A)  
Copy to :-

1. The Secretary, State Election Commission, Assam, Dispur, Guwahati-06 for favour of kind information.
2. The DIO, NIC, Haflong for information and necessary action with request to upload in the District Web Site.
3. The D.I & P.R.O, Dima Hasao District, Haflong for information and necessary action with request to give wide Publicity through Print & Social Media publishing the same in atleast 2 (two) local daily News Papers.
4. Notice Board.

  
District Commissioner,  
&

District Election Officer  
Dima Hasao District, Haflong,