



GOVERNMENT OF ASSAM
OFFICE OF THE DISTRICT COMMISSIONER
HOJAI :: SRIMANTA SANKARDEV NAGAR
(AADHAAR BRANCH)

eCF no. 117155 / 124-125

Dated, Hojai the 27th March, 2025

SHORT NOTICE INVITING QUOTATION

In pursuance of the approval granted by the District Level Aadhaar Monitoring Committee (DLAMC) in its meeting held on 27th February 2025, sealed quotations are invited, affixing a non-refundable Court Fee Stamp of Rs. 8.25 (Rupees Eight and Twenty-Five Paisa) only, from intending registered firms/suppliers for the '**Supply & Repairing of Computer Items for Aadhaar Sewa Kendras (ASKs)**' to ensure efficient service delivery under Hojai district.

TERMS AND CONDITIONS

1. The rates quoted against each item should be written distinctly both in figure and words and inclusive of all taxes.
2. The sealed quotation shall be dropped in the Quotation Box placed in the office of the District Commissioner, Hojai from 28/3/2025 during office hours upto 03.00 PM on 9/4/2025 and will be opened on the same day on 9/4/2025 at 04.00 PM.
3. The bidder or his/her representatives may be present at the time of opening the Quotations.
4. Successful bidder to whom work will be allotted will have to supply the items within the stipulated time.
5. The items must be of good quality and free from any defects.
6. Each firm must have GSTN Registration/ Income Tax Clearance certificate & Pan Card etc. which are to be enclosed with their Quotation.
7. Payment will be made subject to availability of requisite Government fund.
8. After supply of the items, bills must be submitted in duplicate along with work order and copy of Challan etc. for payment.
9. Any other condition deems to be just, fit and proper may be imposed at any point of time.
10. Preference may be given to the local and experienced firms.
11. Details of terms and conditions may be seen in the Notice Board at the office of the undersigned office during office hours.

12. The undersigned reserves the right to accept or reject any or all Quotations without assigning any reason thereof.

Sl. no.	Particulars of Items	Quotation rate	
		In figure (₹)	In word
1.	Iris Scanner		
2.	GPS Device		
3.	Finger Print Scanner		
4.	White Screen with Tripod Stand (5ft x 4ft)		
5.	Ring LED Lamp		
6.	6 port USB Hub		
7.	UPS 600 VA		
8.	1080P Full HD Webcam Camera		
9.	Wired Keyboard		
10.	Wired Mouse		
11.	Printer Repairing		
12.	5 Meter Long Extension Board Extension Box Spike Guard 6 Socket 6 Switch Junction Box With Switch,Extension Cords Cord,Spike Buster,Extension Board With Wire (6 Socket 6 Switch),240 Volts		
13.	Epson L3266 Multi-function WiFi Color Ink Tank Printer		
14.	A4 size paper (per ream)		
15.	2-Door Steel Almirah (46.3D x 91.4W x 183H Centimetres)		
16.	Aadhaar enrollment form printing		
17.	Laptop / Desktop PC repairing		

Sd/-
District Commissioner,
Hojai, Srimanta Sankardev Nagar

eCF Memo no. 117155 / 124-125 (A)

Dated, Hojai the 27th March, 2025

Copy to :

1. The Deputy Secretary to the Govt. of Assam, General Administration Department, Janata Bhawan, Dispur, Guwahati-6 for information.
2. The Deputy Director, UIDAI, Guwahati Regional Office, Beltola, Housefed Complex, Guwahati -6 for information.
3. The Addl. District Commissioner (Aadhaar), Hojai for information & necessary action.
4. All Circle Officers under Hojai district for information and requested to display this information on the office notice board for public awareness.
5. The Branch Officer (Aadhaar), Hojai for information & necessary action.
6. The DIO, NIC, Hojai for information and wide publicity on the district website & facebook page.
7. The I/c DIPRO, Hojai for information and wide publicity in at least 2 (two) leading newspaper, one in Assamese and one in English newspaper.
8. The DPS, NRC, Hojai for information & necessary action.
9. Notice Board.
10. Office file.


District Commissioner,
Hojai, Srimanta Sankardev Nagar