

OFFICE OF THE DIRECTOR  
ASSAM ADMINISTRATIVE STAFF COLLEGE SOCIETY  
AN INSTITUTE CERTIFIED UNDER THE STANDARDS OF ISO 9001:2015  
JAWAHARNAGAR;KHANAPARA;GUWAHATI – 781 022

**SHORT QUOTATION NOTICE**

No. AASCS (H)10/2017-2018/Pt/1

Dated Guwahati the 4<sup>th</sup> of January, 2019

Sealed quotations affixed with non-refundable court fee stamp of **Rs.8.25 (Rupees Eight and twenty-five paise)** only are invited from firms for the hiring of beds along with mattresses to this Directorate by January 7, 2019 (**10 am**).

<b><u>Sl</u></b>	<b><u>Item</u></b>	<b><u>Quantity</u></b>	<b><u>Duration</u></b>
1	Single Bed	70	15 days
2	Mattress	70	

The quotations would be opened on the same day i.e. January 7, 2019 at **3 pm**. The interested quotationer's or their authorized representative may be present at the time of the opening of the quotations. The interested firms may collect the quotation document from the Administrative Officer, Assam Administrative Staff College during the office hours on payment of Rs. 500.00(Rupees Five Hundred) only in cash which would be non-refundable.

The quotation documents may also be downloaded from the website, [www.aasc.assam.gov.in](http://www.aasc.assam.gov.in). However, the payment of Rs 500.00only in cash will have to be made in any case.

The Director of Training, Assam Administrative Staff College reserves the right to accept or reject any or all tender papers without assigning any reasons thereof.

**Sd/-**  
**Director**  
**Assam Administrative Staff College Society**  
**Jawaharnagar, Khanapara, Guwahati-22**

**Terms and conditions:**

The following documents should be submitted along with the quotations-

1. Copy of valid trade license should be submitted along with the quotation
2. Copies of the PAN and GST registration nos. should be submitted along with the quotation.
3. Rates should be quoted both in figure and words inclusive of all admissible taxes and should be valid for a period of 1 (one) year from the date of opening of the quotation.
4. The number of unit per item(s)/number of days may vary(if any) depending upon the quantity requirement(s) of item(s) at the time of ordering.
5. The Director, Assam Administrative Staff College Society, Jawaharnagar, Guwahati-22 reserves the right to accept or reject any one or all quotation without assigning any reason thereof.

**Sd/-  
Director  
Assam Administrative Staff College Society,  
Jawaharnagar, Khanapara, Guwahati-22**

**FINANCIAL BID FORMAT**

<b><u>Sl</u></b>	<b><u>Item</u></b>	<b><u>Quantity</u></b>	<b><u>Rate per unit</u></b> <b><u>(Rs)</u></b>	<b><u>GST (Rs)</u></b>	<b><u>Total (Rs)</u></b>
1	Single Bed	70			
2	Mattress	70			
<b><u>Total (Rs.)</u></b>					