



অসম অলিম্পিক সংস্থা

ASSAM OLYMPIC ASSOCIATION

(Affiliated to Indian Olympic Association)



No.AOA/38NG/53/2024/33

Date: 7th Jan 2025

SHORT QUOTATION NOTICE (SQN)

The Office of the Assam Olympic Association invites Short Quotation Notice (SQN) from Agency/ suppliers/firm/Vendor/Individual/Retailer/Wholesaler having registered office/Retail Shops/firm in Guwahati for supply of following various items to office of the Assam Olympic Association during preparation for the Assam Contingent of 38th National Games, 2024-25 to be held at Uttarakhand.

Sl No	Name of the Items	Qty.	Unit	Rate (Rs.)
1	A4 paper	1	Rim	
2	Legal paper	1	Rim	
3	A4 Envelop	1	Pcs.	
4	A3 Envelop	1	Pcs	
5	Photo paper	1	Nos.	
6	Stapler 10 nos	1	Nos.	
7	Stapler Big	1	Nos.	
8	Stapler Pin 10	1	Nos.	
9	Stapler Pin Big	1	Nos.	
10	Canon 2700 ink	1	Sets.	
11	Canon 2010 ink	1	Sets.	
12	Canon MF240 cartridge	1	Nos.	
13	Calling Bell electrical	1	Nos.	
14	Whitener	1	Nos.	
15	Room freshener	1	Nos.	
16	Harpic	1	Nos.	
17	Phynail	1	Nos.	
18	Hand wash	1	Nos.	
19	Note pad	1	Pcs.	
20	Collin	1	Nos.	
21	Pencil Battery small	1	Nos.	
22	Plastic Folder (Good quality)	1	Pcs.	
23	Ladder Folder (Good quality)	1	Pcs.	
24	Pen	1	Nos.	
25	Pencil	1	Nos.	
26	Small Towel	1	Pcs.	
27	Extension board 10 mtr	1	Nos.	
28	Gamucha (Premium quality)	1	Pcs	
30	Paat Gamucha	1	Pcs	
31	Invitation Card printing (premium)	1	Pcs.	

The intending Bidders must have the to submit the quotation rates in the Office of the Assam Olympic Association, R.G. Baruah Sports Complex, D.T.R.P. Indoor Stadium, Ground Floor, Nehru Stadium, Ulubari, Guwahati-781007.

CRITICAL DATES:

Sl. No.	Schedule	Start Date	Start time	End date	End Time
1	Publication of SQN	07/01/2025	11.00 AM	-	-
2	Submission of quotation	07/01/2025	1.00 PM	08/01/2025	4.00 PM
3	Opening of quotation	08/01/2025	4.30 PM	-	-

The undersigned reserves the right to change the opening time and date of the tender because of administrative reason by notifying the same on the Notice Board of Assam Olympic Association & Website of Assam Olympic Association i.e. <https://www.assamolympic.org/> . The organization will not be liable for any delay in submission of quotation (if any).

The undersigned reserve and right to cancel the SQN without citing any reason thereof.

(Lakhya Konwar)
Chairman

Tender Committee, Assam Olympic Association

Date: 7th Jan 2025

Memo No.AOA/38NG/53/2024/33-A

Copy to:

1. Notice Board of Office of the Assam Olympic Association, R.G. Baruah Sports Complex, D.T.R.P. Indoor Stadium, Ground Floor, Nehru Stadium, Ulubari, Guwahati-781007 for publication.
2. Website of AOA for publication (<https://www.assamolympic.org/>).

Chairman

Tender Committee, Assam Olympic Association

Page : 1/2

:: Office Address: Deshbhakta Tarun Ram Phookan Indoor Stadium, Ground Floor, ::

:: R.G. Baruah Sports Complex, Nehru Stadium, Guwahati, Assam, PIN-781007 ::

:: Email ID : assamolympicassociation2019@gmail.com :: Website : <https://www.assamolympic.org/> ::



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TERMS AND CONDITIONS

1. Quotations will be received up to 4:00 pm on 8th Jan 2025 and will be opened at 4:30 pm on the same day in presence of intending bidders or their authorized representatives. In case the quotations cannot be received and opened in scheduled time due to some unavoidable reasons or holiday etc, the quotations will be received and opened on the next working day at the same time.
2. The intending Bidders must have the to submit the quotation rates in the Office of the Assam Olympic Association, R.G. Baruah Sports Complex, D.T.R.P. Indoor Stadium, Ground Floor, Nehru Stadium, Ulubari, Guwahati-781007.
3. Period of validity of rates quoted must be mentioned and it should be valid for the financial year (F.Y.), 2024-25 (i.e. up to 31st March, 2025).
4. The bidder should submit Trade licence registered in Assam only.
5. The bidder should submit PAN card.
6. The bidder should submit GST/MSME certificate.
7. The items to be delivered to Assam Olympic Association, as and when order (s) is/are placed.
8. Rate should be quoted inclusive of all taxes and other cost.
9. Documents are not transferable and the quotation papers should be enclosed along with the bid.
10. The Authority reserves the right to accept or reject any order/quotation(s) without assigning any reasons thereof, and is not bound to accept the lowest rate.
11. The bidder may be select to the L-I bidder in terms of quoted rates for each item.
12. The Assam Olympic Association, reserves the right to accept or reject any items without assigning any reasons thereof.
13. The Assam Olympic Association, if deems fit, reserves the right to invite any bidder for negotiation.
14. In case of any dispute/litigation, the matter will be heard in the jurisdiction of Gauhati High Court.
15. No quotation will be treated as valid unless it is submitted properly.
16. All quotation papers should be self-attested by the bidders concerned.
17. The decision of the Tender Committee of Assam Olympic Association will be final.

Chairman
Tender Committee, Assam Olympic Association