



## NOTICE INVITING BIDS

### Rate Contract

Supply of Uniform for students of North East Skill Centre in the office of the Mission  
Director, Assam Skill Development Mission, Katabari, Gorchuk, Guwahati-781035

Bid Ref. No: ASDM-NESC-12/2025/08

Date 25.06.2025



Issued by

**ASSAM SKILL DEVELOPMENT MISSION**

**GOVT. OF ASSAM**

5<sup>th</sup> Floor, Bhabananda Boro Path, Katabari,

Gorchuk, NH37, Guwahati – 781035

File No. ASDM-NESC-12/2025/08

Dated 25.06.2025

**NOTICE INVITING BIDS**

Bids are invited Offline by the undersigned from intending reputed Agencies/stockiest/Private Organization and Individual having PAN and valid GST certificate (Xerox Copy to be attached with Bids) to supply of stitched uniforms for the students of Northeast Skill Centre to the office of **“The Mission Director, Assam Skill Development Mission”, 5<sup>th</sup> Floor, Katabari, NH-37, Garchuk, Guwahati-781035.**

The data sheet of tender is as follows: -

Sl. no	Particulars	Date and Time
1.	Date and Time of issue of Tender Document and its availability for download.	From 25.06.2025 at 05:00 PM Website:- <a href="https://sppp.assam.gov.in">https://sppp.assam.gov.in</a> & <a href="https://asdm.assam.gov.in/portlets/tenders">https://asdm.assam.gov.in/portlets/tenders</a>
2.	Date and Time of Pre Bid Meeting	Not Applicable
3.	Due date and time for submission of Pre-bid meeting queries in writings vide email or physically in the office of the Tender Inviting Authority.	Not Applicable
4.	Timeline for submission of the Bid by the eligible bidders in the office of the Tender Inviting Authority.	17.07.2025 till 05:00 PM
5.	Sample Verification (As required by the Tender Inviting Entity for selected cases)	Sample to be submitted along with the Bid Documents
6.	Due date and time for Financial Bid opening.	18.07.2025 at 11:00 AM
7.	Tender Processing Fee(non-refundable)	₹ 1,000/-
8.	EMD/Bid Security	₹60,000/-
9.	Bid Validity	90 days
10.	Validity of Bid Security/EMD	Will be refunded after award of contract.

## 1. Eligibility Criteria for the Bidder

- 1.1 The Bidder should be a single entity registered in India under relevant law. The bidder should have a minimum three years of business experience as on the due date of submission of Bid.
- 1.2 The Bidders should have registered office in Guwahati.
- 1.3 The Bidders should have a valid PAN.
- 1.4 The Bidder should have a valid GST certificate.
- 1.5 The Bidder must have trade license of Guwahati, Assam.
- 1.6 The Bidder should be in the business of manufacturing and/or trading of garments and dress materials for more than three years as on the due date of submission of bid.
- 1.7 The Bidder should have a minimum average annual turnover of ₹20,00,000/- (Rupees Twenty lakhs only) in past 3 financial years (i.e., 2021-22, 2022-23 and 2023-24) from similar business. The Bidder must submit **“Turnover Certificate”** issued by the Auditor/Chartered Accountant.
- 1.8 The Bidder should have experience of successfully executing two or more Contracts/ Supply Order for supplying uniforms and/or dress materials to schools in either public or private sector (Work order/purchase order to be submitted).
- 1.9 The Bidder should not have been blacklisted or debarred from participating in the bidding process by any government (State/Central) agencies/bodies, PSUs, or Urban Local Bodies, and which is time being in force. (Self-declaration should be given in letter head)

## 2. The Bid Security shall be forfeited in following circumstances:

- (a) If the successful bidder fails to execute the agreement and/or fails to deposit the performance security amount within the specified time, or
- (b) If the Bidder withdraws its Bid after due date of submission, anytime during its validity period.
- (c) If it is found that the documents and information submitted by the bidder along with the Bid is factually incorrect, false, and misleading.

## 3. Bid Evaluation, Selection and Award of Contract

### 3.1. Eligible criteria

3.1.1. In the first stage Eligibility criteria of the bidders will be evaluated based on documents submitted.

3.1.2. Second stage: The sample submitted by the bidder who qualifies in the first stage, will further undergo for accuracy and precision testing by technical experts. Bidder whose product will be recommended by the expert committee shall be eligible for opening the price bids.

3.1.3. Least Cost System (LCS) shall be followed for evaluation and selection of the most preferred bidder.

3.1.5. To facilitate bid evaluation, the “Evaluation Committee” may at its sole discretion, seek clarifications from any Bidder regarding its Bid. Such clarification(s) shall be

provided within the time specified by the Evaluation Committee for this purpose. Any request for clarification(s) and all clarification(s) in response thereto shall be in writing. If an Applicant does not provide clarifications sought by Evaluation Committee within the specified time, its Bid may be liable to be rejected. In case the Bid is not rejected, Committee may proceed to evaluate the Bid by construing the particulars requiring clarification to the best of its understanding, and the Bidder shall be barred from subsequently questioning such interpretation by the Committee.

3.1.6. The Tender Inviting Entity (Authority) reserves the right to verify all statements, information, and documents, submitted by the Bidder in response to this Tender. Any such verification or absence of verification by the Evaluation Committee shall not in any manner, whatsoever, relieve the bidder of its obligations or liabilities hereunder nor will it affect any rights of TIA.

3.1.7. In case it is found during the evaluation or at any time before signing of the Contract or after its execution and during the period of subsistence thereof, that any eligibility conditions have not been met by the bidder or if the bidder has made material misrepresentation or has given any materially incorrect or false information, the Bidder shall be disqualified forthwith.

3.1.8. In the above situation, if the Successful Bidder has already been issued the LOA or has entered the Contract the same shall, notwithstanding anything to the contrary contained therein or in this Tender, be liable to be terminated, by a communication in writing, without TIA being liable in any manner, whatsoever, to the Successful Bidder.

3.1.9. In such an event, the Procuring Entity shall, without prejudice to any other right or remedy that may be available to it, shall forfeit and appropriate the Performance Security towards the losses, damages and inconvenience caused to It; provided that in the event the Performance Security has not been provided, the Procuring Entity shall have the right to forfeit the Bid Security and the successful Bidder shall be liable for the differential amount, if any.

### **3.2. Financial Bid Evaluation**

3.2.1. Prior to evaluation of the Financial Bid, the Evaluation Committee will determine whether the Financial Bid is complete in all respects, unqualified and unconditional, and submitted in accordance with the terms hereof. The cost indicated in the Financial Bid shall be deemed as final and reflecting the total cost of Goods (F.O. R. destination) and should be stated in INR only. GST shall be paid/reimbursed at the applicable rate only against valid GST invoice. For price comparison only the basis price (i.e., price excluding GST) shall be considered. Omissions, if any, in costing of any item shall not entitle the bidder to be compensated and the liability to fulfil its obligations as per the Terms of Reference within the total quoted price shall be that of the bidder.

3.2.2. The Bidder having the lowest financial quote (L1) will be selected and accordingly letter of Award shall be issued inviting the preferred bidder to enter the contract for supply of such item(s). However, the Procuring Entity reserves the right to

invite the L2 Applicant for supply of the item at the L1 rate, in case the selected (L1) bidder fails to execute the contract within due date, for whatsoever reason.

3.2.3. The Procuring Entity reserves the right to enter parallel rate contract for selected items with more than one parties at L1 price where it is not possible for any single party to fulfil 100% requirement.

#### 4. Performance Security

The successful bidder shall deposit the performance security amounting to 5% of the contract value of in the form of DD favoring **“The Mission Director, Assam Skill Development Mission “payable at Guwahati**

#### 4. Detail description and specification:

Sl. No.	Items	Specification	Quantity in	Rate (Excluding GST)	Gst %	Rate (Including GST)
1.	Shirt (cotton)	Full Sleeves Stitched (White)	No.			
2.	Pant(Cotton)	Full Pant (Black).	No.			
3.	Blazer	Navy Blue, Black, Brown & Green)	No.			
4.	Tie		No.			

Bidders who seek to appeal against any decision, action, or omission regarding this procurement may do so as per Section 38 of the Assam Public Procurement Act, 2017 and Rule 26 of the Assam Public Procurement Rules, 2020. The first and second appellate authority are as mentioned below:

First Appellate Authority	Second Appellate Authority
<b>Hanif Noorani, ACS</b> , Joint Secretary to the Govt. of Assam, SEED Department. Address: D Block,4th floor, Assam Secretariat, Dispur, Ghy-06	<b>Sri Virendra Mittal, IAS,Commisioner &amp;</b> Secretary to the Govt. of Assam, Finance Department <b>Address:</b> 2 <sup>nd</sup> Floor, F, Assam Secretariat, Dispur, Ghy-06 Phone No:- 0361-2237455

Authority reserves the right to accept or reject any tender and to cancel the tender process at any time prior to the award of contract, without assigning any reason thereof. For further details, the undersigned may be contact during office hours.

### **Terms and Conditions**

1. EMD to be submitted in the form of DD amounting to ₹60,000/-, favoring “Mission Director, Assam Skill Development Mission” payable at Guwahati.

**All bids/offers should be on Company/Firm or organization Letter Head with Logo duly address as “Supply of Uniform for students of North East Skill Centre in the office of the Mission Director, Assam Skill Development Mission, Katabari, Garchuk, Guwahati-781035” and has to be submitted in the drop box of 5<sup>th</sup> Floor of Assam Skill Development Mission.**

2. The bidder should have registered office in Guwahati.
3. Self-Attached copy of Firms registration/Trade license should be submitted along with
4. Self-Attached copy of GST registration certificate should be submitted
5. Self-Attached copy of PAN Card issued by income Tax Department.
6. The selection will be based on the total price quote and the lowest bidder will be awarded.
7. In case the rates quoted are same by the bidders the quality of the sample will be taken into consideration for selection of the bidder.
8. Parties shall try to resolve disputes if any, amicably.
9. Legal matters if raised if any may be subjected to the jurisdiction of Hon’ble courts situated in Guwahati Only.
10. In case of unsatisfactory delivery in terms of timely delivery, stitching, size etc by the vendor, a penalty of .5% on the contract price per day will be levied. Payment will be made only after successful supply of the materials within the stipulated time.
11. The Successful bidder shall show the cloth/fabric, after procurement but before utilizing for stitching to the designated person/authority to demonstrate that the same are as per tender specifications.
12. ASDM reserves the right to cancel the purchase order in case of non-compliance of any of terms and conditions.

Sd/-  
Mission Director  
Assam Skill Development Mission