



लोकप्रिय गोपीनाथ बरदलै क्षेत्रीय मानसिक स्वास्थ्य संस्थान  
तेजपुर: असम: पिन: ७८४००१

LGB REGIONAL INSTITUTE OF MENTAL HEALTH  
(An Autonomous body under Ministry of Health and Family Welfare, Govt. of India)  
Website: www.lgbrimh.gov.in, e - Mail: mail@lgbrimh.gov.in  
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TEZPUR:: 784001 :: ASSAM

No.LGB/NAZ/1386/21-22/Pt file/ 3330

Dated: 10/06/2022

### NOTICE INVITING QUOTATION

Sealed **RE-QUOTATIONS** are hereby invited from reputed firms / agencies / individuals for 'Anti-ant insect chemical spray for library book' services at the Central Library of L. G. B. Regional Institute of Mental Health, Tezpur as per the following details and terms and conditions given below which will be received at the office of the Director, L. G. B. Regional Institute of Mental Health, Tezpur during office hours up to 21 days from the date of publication of this notice inviting quotation. Quotation opening date and time will be notified in the Institute website [www.lgbrimh.gov.in](http://www.lgbrimh.gov.in). The Quotationer or their authorized agents may remain present at the time of opening of the quotations.

#### **Terms and conditions:**

1. The rates should be quoted as shown against the terms / works should be inclusive of all GST/ taxes/service charge applicable at any point of time.
2. Quotation shall be submitted in a sealed envelope super scribed as " Quotation for providing 'Anti-ant insect chemical spray for library book' services" and should contain the following documents :
  - a. Copy of updated Trade License
  - b. Copy of GST Registration Certificate.
  - c. Copy of PAN card.
  - d. Income tax clearance certificate for FY' 2020-21
  - e. Similar experience details.
  - f. Sealed and signed copy of the Notice Inviting quotation as acceptance of the terms and conditions mentioned therein.
  - g. Rate Quotation for spraying Anti-ant insect chemical spray for library book' as per format in Annexure - 1
3. **Period of Contract:** The contract period shall commence on the date of Commencement and shall remain for 1 year. The period is further extendable for a maximum period of 2 years (1 year at a time) on the same terms and conditions and the rates at which the contract is awarded will be valid throughout the contract. No claims whatsoever on account of increase in the rate of material to be used and other factors such as statutory payments, etc., shall be entertained and it will be the responsibility of the Quotationer to bear such other expenses. However, if there is any downward revision of all the rates due to revision of govt. taxes etc. or any other

reasons, the same shall be passed on to the LGBRIMH, Tezpur through appropriate reduction of the contracted rates.

4. The Quotationer will have to deposit Earnest money of Rs. 1400.00 (Fourteen hundred rupees) in the form of Demand draft in favor of the Director, L. G. B. Regional Institute of Mental Health, Tezpur. The EMDs will be released after finalization of bid selection process. However, EMD in respect of the successful bidder will be retained as Security Deposit till completion of contract period.
5. Prospective Quotationer should have their registered office at Tezpur, Sonitpur, Assam.
6. In the event of any breach of the terms and conditions by the contractor, L. G. B. Regional Institute of Mental Health, Tezpur will have full power to adopt any course of action as the same may deem fit and appropriate to the interest of the Institute which may include penalty.
7. The rate of each service shall remain constant during contract period.
8. The contract may be renewed based on satisfactory performance of the Quotationer.
9. The Quotationer will be responsible for the safety of the workforce engaged and should not deploy any minor to work.
10. It is to be clearly understood by the Quotationer that the contract is purely a commercial engagement and is not an employment. There are will be no employer employee relationship between the Institute and the Quotationer's employees from the said premises of work.
11. The Quotationer shall be liable for any damage or compensation payable in accordance with the law in respect or in consequences of any accident or injury to any workmen or other person in their employment as per provision of the workmen Compensation Act.
12. Institute reserves the right to reject/accept any or all quotation without assigning any reasons thereof. No correspondence will be entertained.
13. Any firm / agency / individuals indulging in any malpractice or adopting any unfair means will be barred from any work in the Institute.

**Scope of work:**

Details of spraying Anti-ant insect chemical:

Sl. no.	Services
1	Anti-ant insect chemical spray for library book

Director

L. G. B. Regional Institute of Mental Health, Tezpur

Annexure - 1

Sl. no.	Particular of Services	Rate per Bottle (1 ltr.) inclusive of service charge and GST or any other taxes (in INR). Kindly provide breakup of the rates.
1	Anti-ant insect chemical spray for library books	

Date :

Authorised Signatory

Place :

Seal