

OFFICE OF THE DISTRICT & SESSIONS JUDGE, KAMRUP (METRO), GUWAHATI

"NOTICE INVITING TENDER"

**For engagement of vendor for Undertaking Illumination and Basic
Decoration work for observance of 80th Independence Day**

Sealed Tender affixing Court fee stamps of Rs. 8.25 (non-refundable) are invited from interested vendors/ firms/ parties, for undertaking Illumination/ decorative lighting and area preparation/ decoration works (as described in Annexure B), in connection with the observance of 80th Independence Day on 15th August, 2026, in the establishment of the undersigned.

The Quotation should reach the Office of the undersigned on or before **11.08.2026**.

Interested firms/ vendors may contact the office of the undersigned during office hours, for any other clarifications and details.

Interested bidders may also visit <http://kamrupmetro.dcourts.gov.in>, for downloading the copy of the tender document, including the description and scope of work to be undertaken, for which the rates are to be quoted (*Annexure B*), and, terms and conditions governing the selection process (*Annexure A*).

Sd/-

(Shri Gautam Baruah)
District & Sessions Judge,
Kamrup (Metro), Guwahati

*Annexures: A. Terms & Conditions governing the quotation.
B. Description and Scope of Works to be completed.
C. Price Bid Format*

Memo No.DJK/ STN/ **8953-8956** /E, dated **5/8/2026**



Copy forwarded for information and necessary actions to :-

- 1) The Directorate of Information & Public Relation, Dispur, Guwahati -6 (Janasanyog) Govt. of Assam, Guwahati with a request to publish the "Notice Inviting Tender" in two leading newspapers.
- 2) System Officer, Kamrup (M), He is directed to upload the "Notice Inviting Tender" in the Official website of the Kamrup Metro District Judiciary.
- 3) All the Notice Boards of this Establishment.
- 4) Office File


District & Sessions Judge
Kamrup (Metro), Guwahati

**District & Sessions Judge
Kamrup (M), Guwahati**

(Annexure - A)

General Terms & Conditions :-

1. "Bidder" shall mean the firm/company submitting the tender.
"Successful Bidder" shall mean the bidder selected through the tender process.
2. Only Government Registered Vendors/ Firms, having their Offices within the territory of Guwahati Municipality, are entitled to submit bids/ quotations. Each bidder shall be permitted to give only one quotation.
3. Quotation duly Signed by the owner/ authorized representative and stamped with the official seal of the firm/ vendor, with contact details provided, must be submitted in a sealed envelope and super-scripted on the top **"Quotation for Engagement of vendor for undertaking Illumination and basic decoration/ refurbishment works for observance of 80th Independence Day"**. within the stipulated time, and accompany with it, the following documents :-
 - a. Company/ Firm Registration certificate,
 - b. Income Tax Return Clearance Certificate,
 - c. Trade License, PAN Card, License issued by competent authority to undertake electrical works.
 - d. GST registration certificate, GST return/ clearance document.
 - e. Experience certificate of providing similar services to other Government / Semi Government / PSUs, if any.
3. A notarized certificate/ self declaration that the vendor / firm hasn't been blacklisted by any institution of the Central/ State government / any PSU etc. in the past 3 (three) years should be submitted.
4. The interested bidders/ vendors are required to make necessary correspondence with the office of the undersigned, to carry out necessary inspection of the premises and make proper assessment of the nature and scope of the work to be undertaken, before submission of their respective bids/ quotations.
5. The tenderers/ bidders are required to quote their rate for all the works to be performed and completed by them within the stipulated period, as listed in *Annexure B*, in unit price, both in figure and in words including GST. However, GST rate and amount applicable is to be shown separately against each item. The quoted rate shall be inclusive of labour, installation, transportation, and all such incidental charges. The undersigned shall not be liable to reimburse anything more than the quoted price for undertaking and completing all the works listed in *Annexure B*, of this 'Notice Inviting Tender'.



6. The vendor/ bidder must separately quote the break-up rates of undertaking each of the works mentioned in the list "*Annexure B*", and comply with the format provided for submission of price bid.
7. The undersigned reserves the right to select more than one bidder / tenderer for the works to be undertaken, after evaluating all the bids/ quotations received in response to the "*Notice Inviting Tender*".
8. The successful bidder shall be required to complete all the works to the satisfaction of the office administration of the undersigned, as per description provided in the "*Annexure B*" of the 'Notice Inviting Tender' on or before **13.08.2026**
9. The criteria for evaluation as laid down under Section 14 of The Assam Public Procurement Act, 2017 shall be followed, and the bidder/ tenderer which has quoted the lowest rates for undertaking the works/ providing the services, and, who meet the eligibility criteria, as well as the other requirements laid down in the bid documents, shall be the lowest substantially responsive priced bid/ bids, in keeping with section 14 of the Act. However, the undersigned reserves the right to select more than one bidder, as found to be suitable after conducting evaluation and comparison of the bids/ tenders received by the office of the undersigned.
10. In case of selection of more than one bidder/ vendor by the undersigned, work order will be issued in respect of the works, for the performance of which the concerned vendor/ firm is selected. The selected vendor / firm shall accordingly be entitled to raise and submit bills / invoices in respect of only the works allotted and undertaken by the firm, as per the work order issued.
11. Notwithstanding the above, the undersigned reserves the right to accept any quotation, or reject any, or all quotations, at any time, without assigning any reason thereof. The lowest rate may not be the sole criteria for assessment/ selection of the successful bidder/ bidders, and, other factors which appear to be in favour of the establishment of the undersigned, such as work execution capacity, prior experience, reputation etc. of the quotationers/ bidders shall be taken into careful consideration, before arriving at a final decision.
12. The Undersigned reserves the right to cancel the entire process of calling of tenders at any stage, without assigning any reasons thereof.



13. Quotations deemed to be incomplete by the empowered committee / undersigned in any respect, and those submitted after the stipulated time will summarily be rejected. Conditional Tenders are liable to be rejected.
14. The work of illumination of all the buildings and houses of the court premises/ Judicial Officer's Residential Complexes and basic decoration/ refurbishment of the National Flag Hoisting Area in the premises of the office of the undersigned are to be carried out and completed by the successful bidder to the satisfaction of the office administration within the stipulated time. In case of unsatisfactory work undertaken by the selected bidder, the undersigned reserves the right to terminate the work order by giving due intimation to the supplier/ vendor.
15. The office of the undersigned shall endeavor to clear the payment of the bills raised and submitted, against the work orders issued, and works performed by the successful bidder/ vendor, within reasonable time, subject to availability of funds. The following shall be required to be submitted for payment to be settled in the name of the selected firm:-
- a) Bills in triplicate
 - b) Bank Account Details
16. The vendor must be registered under the Goods and Services Tax (GST) Act, and possess a valid GSTIN. As per mandate of the Section 51 of the CGST Act, 2017, 2% of TDS shall be deducted from the payment to be made/ credited to the vendor (deductee) of all taxable goods and services, where total value of such supply under contract exceeds Rs. 2.5 Lakhs. The amount deducted as tax under this section shall be paid to the Government within ten days after the end of the month in which such deduction is made along with a return in FORM GSTR-7 giving the details of deductions and deductees.
17. The office of the undersigned reserves the right to terminate the selection of the vendor/ firm in the following cases :-
- a) For breach of contractual obligations,
 - b) For unsatisfactory performance;
 - c) If the vendor / firm is declared insolvent or bankrupt;
 - d) If the vendor/ firm is blacklisted by any Govt. Authority



18. The tentative date of opening of Quotations submitted by intending suppliers has been fixed on **11.08.2026**, after the conclusion of the stipulated tendering period. However, the same is subject to change, in the event of the arising of unforeseen exigencies and urgent judicial and administrative work in the office of the undersigned. The tenderers / bidders may correspond with the office of the undersigned regarding the exact date of opening of bids submitted, and for any information as regards the final decision arrived at regarding selection of the successful bidder. The participating firm/ vendor whose quotations is/ are accepted will be notified of the award of work order by the office of the undersigned, and work order shall be issued in the name of the successful bidder accordingly.
19. The decisions of the undersigned, with regard to the conduct of the process for selection of the successful tenderer/supplier, and any questions that may arise out of, or in connection with the said process subsequently, shall be final and binding in all respects.




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Kamrup (Metro), Guwahati**
**District & Sessions Judge
Kamrup (M), Guwahati**

(Annexure - B)

**DETAILS OF THE WORK TO BE UNDERTAKEN IN CONNECTION WITH THE
OBSERVANCE OF 80th INDEPENDENCE DAY, 2026**

Sl No.	Name of the Work	Description Scope of the work to be performed	Dimensions of the building /area to be covered
1	Illumination of the Buildings / Houses in the premises of the District and Sessions judge, Kamrup (Metro)	Illumination of the court buildings and houses in the campus of the establishment of the District And Sessions Judge, Kamrup (Metro) with saffron, white and green lights from top floor to ground floor, in keeping with the theme of 80 th Independence Day, and hanging of tri - colour themed LED strip lights in the boundary walls of the premises.	To be locally inspected by the intending bidders
2.	Illumination of the Judicial Officers Complex, at Chandmari and Rupnagar	Illumination of residential complex housing the residential quarters and buildings situated at Chandmari and Rupnagar, with saffron, white and green lights, in keeping with the theme of Independence Day, from top floor to ground floor.	To be locally inspected by the intending bidders
3.	Decoration of the flag hoisting area with independence day themed decorative modules/ elements	Decoration of the flag hoisting pedestal/ podium and surrounding area with independence day and tri - colour themed backdrop decoration cloth/ drapery and ballons.	To be locally inspected by the intending bidders




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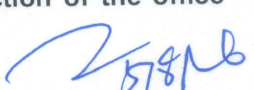
(Annexure - C)

Format of Price Bid
(To be provided on the letterhead of the firm/agency)

Sl No.	Name of the Work	Description Scope of the work to be performed	Dimensions of the building /area to be covered	Rate per Work (in Rupees) without GST	Rate per Work (in Rupees) inclusive of GST
1	Illumination of the Buildings / Houses in the premises of the District and Sessions Judge, Kamrup (Metro)	Illumination of the court buildings and houses in the campus of the establishment of the District And Sessions Judge, Kamrup (Metro) with saffron, white and green lights from top floor to ground floor, in keeping with the theme of 80 th Independence Day, and hanging of tri - colour themed LED strip lights in the boundary walls of the premises.	To be locally inspected by the intending bidders		
2.	Illumination of the Judicial Officers Residential Complex, at Chandmari and Rupnagar	Illumination of residential complex housing the residential quarters and buildings situated at Chandmari and Rupnagar, with saffron, white and green lights, in keeping with the theme of Independence Day, from top floor to ground floor.	To be locally inspected by the intending bidders		
3.	Decoration of the flag hoisting area with independence day themed decorative modules/ elements	Decoration of the flag hoisting pedestal/ podium and surrounding area with independence day and tri - colour themed backdrop decoration cloth/ drapery and ballons.	To be locally inspected by the intending bidders		
	TOTAL BID PRICE				

N.B. The rate quoted shall include all expenses whatsoever, that the bidder/ contractor may be required to incur, for providing the above services/ works to the satisfaction of the office administration of the undersigned.




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