

OFFICE OF THE SR SUPERINTENDENT DISTRICT JAIL JAMMU

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1. Sealed tenders affixed with revenue stamp amounting to Rs. 6/- on behalf of Governor of Jammu and Kashmir State are invited from the reputed Firms / suppliers / Authorized dealers **for supply of Stationery items FOR THE YEAR 2018-19** as specified in the Annexure **Annexure A**, to this Short term Quotations Notice.
2. The tender documents can be had from the office of the Sr. Superintendent District Jail Jammu (located at Ambphalla on all working days up to 30-6-2018 upto 1400 hours against cash payment of Rs. 100/- (Rupees one hundred) only which shall be non-refundable.
3. The last date of receipt of sealed tender/s has been fixed as 03-07-2018 upto 1400 hours in the office of Sr. Superintendent District Jail Jammu located at Ambphalla . The sealed tender box containing short term quotation shall be opened on 06-07-2018 by the Departmental Committee at 1100 hours in the office chambers of the Sr. Superintendent District Jail Jammu located at, Ambphalla . In case there is any change of date / time in the opening of tenders same will be notified in the News paper. The tenders or their authorized representatives can remain present on the date of opening of tenderer(s) if they desire. The department shall not be responsible for any late postal delivery at any cost.
4. In case 03-7-2018 is declared a Government holiday, the sealed tenders shall be received till next working day up to 1400 hours
5. The rates tendered for should be quoted both in words and in figures and should be inclusive of all taxes including GST if any.
6. Tenders should be filled-in clearly and with same ink with rates written both in figures and words. No additions / alterations/ overwriting etc of any sort be made in tender. Correction if any done in tender should be made clearly and properly authenticated by the tenderer/s under his seal and signature.
7. The item shall be delivered / supplied at F.O.R. District Jail Jammu.
8. No conditional quotations will be accepted / entertained.
9. The successful tenderer/s shall have to make an agreement with the Department soon after the allotment of contract is made in their favour.
10. Payment shall be made by the department against each consignment delivered, inspected, accepted and properly surveyed and material brought on stock in the concerned stock register of the Department. No advance payment shall be made.

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