



GOVT OF ASSAM

OFFICE OF THE DABAKA MUNICIPAL BOARD: DABAKA

DISTRICT: HOJAI: ASSAM PIN-782440.

Email- dabakatc@gmail.com



No. DMB 123/2026-27/465

Dated: - 11/09/2026

NOTICE INVITING QUOTATION

Sealed quotations are hereby invited from interested and eligible suppliers/firms for the supply and printing of the following Printing Items for the financial year 2026-27 for Dabaka Municipal Board, under the General Fund.

The rates quoted should be based on the prevailing market rates in and around Dabaka Town. Quotations not conforming to the prevailing market rates or the terms and conditions mentioned below are liable to be rejected.

Last Date for Submission: 03-10-2026 **Time:** Up to 2:30 P.M.

Schedule of Office Printing Items

Sl. No.	Description of Item	Quantity	Unit	Approx. Rate (₹)
1	Letterhead Printing	1	Pad	
2	Official Notice Printing	1	Page	
3	Office Order Printing	1	Page	
4	Meeting Notice Printing	1	Page	
5	Receipt Book Printing	1	Book	
6	Cash Memo Book Printing	1	Book	
7	Challan Book Printing	1	Book	
8	Voucher Book Printing	1	Book	
9	Bill Book Printing	1	Book	
10	Measurement Book Printing	1	Book	
11	Stock Register Printing	1	Book	
12	Attendance Register Printing	1	Book	
13	File Cover Printing	1	Piece	
14	Envelope Printing with Office Name/Logo	1	Piece	
15	Visiting Card Printing	1	Box	
16	Certificate Printing	1	Piece	
17	ID Card Printing	1	Piece	
18	Receipt/Token Printing	1	Book	
19	Pamphlet/Leaflet Printing	1	100 Copies	
20	Notice/Poster Printing	1	Piece	

21	Banner Printing	1	Sq. Ft.	
22	Flex Printing	1	Sq. Ft.	
23	Calendar Printing	1	Piece	
24	Invitation Card Printing	1	Piece	
25	Colour Photocopy	1	Page	
26	Black & White Photocopy	1	Page	
27	Colour Printing	1	Page	
28	Black & White Printing	1	Page	
29	Spiral Binding	1	Book	
30	Lamination	1	Page	

Note: The quantity mentioned above is indicative and may vary according to the actual requirement of the Dabaka Municipal Board. The quality, paper size, GSM, colour and printing specifications shall be as directed by the Board.

GENERAL TERMS AND CONDITIONS

The suppliers are requested to go through the following terms and conditions carefully before submitting their respective quotations:

1. The supply shall be completed within the stipulated/scheduled time as directed by the Dabaka Municipal Board. For any delay in supply beyond the stipulated delivery period specified in the supply order, **liquidated damages** shall be levied. A deduction of **0.5% per week**, or part thereof, on the total value of the delayed supply shall be recovered from the supplier's bill, subject to a maximum ceiling of 10% of the total contract/supply order value.
2. The undersigned does not guarantee any minimum quantity of procurement.
3. Dabaka Municipal Board or the rate contractor / bidder / supplier are both entitled to withdraw or cancel the rate contract by serving due notice on each other giving not less than fifteen (15) days time.
4. Dabaka Municipal Board reserves the right to renegotiate the price with the rate contract holders during the validity of the rate contract.
5. Dabaka Municipal Board also reserves the right to conclude parallel rate contracts with different bidders, in addition to the responsive bidder submitting the lowest priced bid or most advantageous bid, but at the rates of such bidder.
6. In case the price quoted by the lowest responsive bidder is not reasonable or found to be high, the price may be negotiated with lowest responsive bidder with whom the rate contract may be concluded consequent only upon lowering of the bid price to the desired level.
7. The **Percentage of Discount Offered** should be clearly quoted both in **figures and in words**. In case of any discrepancy, the rate quoted in **words shall be treated as valid**.
8. No overwriting in the quoted rates of Discount shall be accepted. Any correction or alteration must be duly authenticated with the initials/signature of the supplier.
9. The undersigned reserves the right to **reject any quotation, either in full or in part, without assigning any reason thereof**.
10. If the original rate contract holder quotes a lesser price or reduces its price to render similar goods, works or services at a price lower than the rate contract price to anyone in the State, at any time, during the validity of the rate contract, the rate contract price shall be automatically lowered or reduced accordingly to such lesser or reduced price quoted for the subject matter of procurement with effect from the date of such quoting or reducing, and the rate contracts shall also be amended accordingly.

11. If a parallel rate contract holder firm reduces its price during the currency of the rate contract, its reduced price shall be conveyed to other parallel rate contract holders as well as the original rate contract holder for corresponding reduction in their prices. If any rate contract holders do not agree to the reduced price, further transaction with it shall not be conducted.
12. The undersigned is **not bound to accept the highest rate of discount** and reserves the right to accept or reject any quotation in the interest of the Board.
13. The full name, complete address, contact number and other relevant details of the supplier/firm should be clearly mentioned in the quotation.
14. The quoted rates should be inclusive of all applicable taxes, transportation, loading/unloading and other incidental charges, unless specifically mentioned otherwise.
15. The supplied materials must be of good quality and conform to the required specifications/standards.
16. The quotation should be submitted in a **sealed cover** superscribed with "QUOTATION FOR SUPPLY OF PRINTING ITEMS FOR THE YEAR 2026-27".
17. Quotations received after the stipulated date and time shall not be considered.


11.09.26
Executive Officer
Dabaka Municipal Board

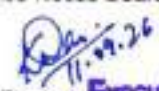

Chairperson
Dabaka Municipal Board

Memo No. DMB 123/2026-27/ 4009(9)

Dated: - 11/09/2026

Copy to: -

1. The Director Municipal Administration Department Guwahati, Assam. For your kind information.
2. The District Commissioner, Hojai, Assam. For your kind information.
3. The Addl. District Commissioner (Urban) for your kind information.
4. The DIPRO Hojai for your kind information and necessary action (publish at list one English and Assamese newspaper widely circulated in Assam).
5. The Circle Officer, Rev-Circle Dabaka, Hojai. For your kind information.
6. Office Notice Board.


11.09.26
Executive Officer
Dabaka Municipal Board


Chairperson
Dabaka Municipal Board



GOVT OF ASSAM

OFFICE OF THE DABAKA MUNICIPAL BOARD: DABAKA

DISTRICT: HOJAI: ASSAM PIN-782440.

Email- dabakabc@gmail.com



No. DMB 123/2026-27/ 4009

Dated: - 11-09-2026

NOTICE INVITING QUOTATION

Sealed quotation on prescribe format affixing non-refundable court fees stamps of Rs. 8.25 are invited from the Govt registered suppliers / local interested suppliers /electrical shop etc for the supply of the following **Electrical Goods** for the financial year 2026-27 for Dabaka Municipal Board, under the General Fund as per "Catalogue Basis" for initiating a Rate Contract.

The rates shall be quoted as a percentage discount on the printed Maximum Retail Price (MRP) of the respective items. The quoted discount shall be applicable to the MRP prevailing at the time of supply.

Last Date for Submission:03-10-2026**Time:** Up to 2:30 P.M.

Schedule of Electrical Goods

Sl. No.	Description of Item	Quantity	Unit	Percentage of Discount Offered on MRP
1	C/Fan	1	P	
2	1.5 mm Wire	1	Coil	
3	Channel 15	1	P	
4	Exide 900 INV	1	P	
5	Switch	1	P	
6	Choke	1	P	
7	1 mm Wire	1	Coil	
8	0.75 mm Wire	1	Coil	
9	Bulbs 14w	1	P	
10	LED Bulbs 14w	1	P	
11	PVC Wire 6 mm	1	Meter	
12	Flexible Wire	1	Meter	
13	Saddle	1	Pack	
14	Tap	1	P	
15	MCB Box	1	P	
16	AC Starter	1	P	
17	Calling Bell	1	P	
18	Fan Condenser	1	P	

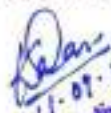
19	Battery 150Amh	1	p	
20	Battery 200Amh	1	p	
21	MCB 32Amh	1	p	
22	Table Fan	1	p	
23	PVC Wire 10 mm	1	Meter	
24	PVC Wire 16 mm	1	Meter	

GENERAL TERMS AND CONDITIONS

The suppliers are requested to go through the following terms and conditions carefully before submitting their respective quotations:

1. The supply shall be completed within the stipulated/scheduled time as directed by the Dabaka Municipal Board. For any delay in supply beyond the stipulated delivery period specified in the supply order, **liquidated damages** shall be levied. A deduction of 0.5% **per week**, or part thereof, on the total value of the delayed supply shall be recovered from the supplier's bill, subject to a maximum ceiling of 10% of the total contract/supply order value.
2. The undersigned does not guarantee any minimum quantity of procurement.
3. Dabaka Municipal Board or the rate contractor / bidder / supplier are both entitled to withdraw or cancel the rate contract by serving due notice on each other giving not less than fifteen (15) days' time.
4. Dabaka Municipal Board reserves the right to renegotiate the price with the rate contract holders during the validity of the rate contract.
5. Dabaka Municipal Board also reserves the right to conclude parallel rate contracts with different bidders, in addition to the responsive bidder submitting the lowest priced bid or most advantageous bid, but at the rates of such bidder.
6. In case the price quoted by the lowest responsive bidder is not reasonable or found to be high, the price may be negotiated with lowest responsive bidder with whom the rate contract may be concluded consequent only upon lowering of the bid price to the desired level.
7. The **Percentage of Discount Offered** should be clearly quoted both in **figures and in words**. In case of any discrepancy, the rate quoted in **words shall be treated as valid**.
8. No overwriting in the quoted rates of Discount shall be accepted. Any correction or alteration must be duly authenticated with the initials/signature of the supplier.
9. The undersigned reserves the right to **reject any quotation, either in full or in part, without assigning any reason thereof**.
10. If the original rate contract holder quotes a lesser price or reduces its price to render similar goods, works or services at a price lower than the rate contract price to anyone in the State, at any time, during the validity of the rate contract, the rate contract price shall be automatically lowered or reduced accordingly to such lesser or reduced price quoted for the subject matter of procurement with effect from the date of such quoting or reducing, and the rate contracts shall also be amended accordingly.
11. If a parallel rate contract holder firm reduces its price during the currency of the rate contract, its reduced price shall be conveyed to other parallel rate contract holders as well as the original rate contract holder for corresponding reduction in their prices. If any rate contract holders do not agree to the reduced price, further transaction with it shall not be conducted.
12. The undersigned is **not bound to accept the highest rate of discount** and reserves the right to accept or reject any quotation in the interest of the Board.

13. The full name, complete address, contact number and other relevant details of the supplier/firm should be clearly mentioned in the quotation.
14. The quoted rates should be inclusive of all applicable taxes, transportation, loading/unloading and other incidental charges, unless specifically mentioned otherwise.
15. The supplied materials must be of good quality and conform to the required specifications/standards.
16. The quotation should be submitted in a **sealed cover** superscribed with "QUOTATION FOR SUPPLY OF ELECTRICAL GOODS FOR THE YEAR 2026-27".
17. Quotations received after the stipulated date and time shall not be considered.


11.09.26
Executive Officer
Dabaka Municipal Board

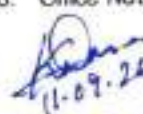

Chairperson
Dabaka Municipal Board

Memo No. DMB 123/2026-27/ 4009 (A)

Dated: - 11/09/2026

Copy to: -

1. The Director Municipal Administration Department Guwahati, Assam for your kind information.
2. The District Commissioner Hojai, Assam for your kind information.
3. The Addl. District Commissioner (Urban) for your kind information.
4. The DIPRO Hojai for your kind information and necessary action (publish at list one English and Assamese newspaper widely circulated in Assam).
5. The Circle Officer, Rev-Circle Dabaka/Hojai.
6. Office Notice Board.


11.09.26
Executive Officer
Dabaka Municipal Board


Chairperson
Dabaka Municipal Board



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Email- dabakatc@gmail.com



No. DMB 123/2026-27/ 4009

Dated: -11/09/2026

NOTICE INVITING QUOTATION

Sealed quotations are hereby invited from interested and eligible suppliers/firms/shops for the supply of the following **Motor Vehicle Repairing Items** for the financial year 2026-27 for Dabaka Municipal Board, under the General Fund as per "Catalogue Basis" for initiating a Rate Contract.

The rates shall be quoted as a percentage discount on the printed Maximum Retail Price (MRP) of the respective items. The quoted discount shall be applicable to the MRP prevailing at the time of supply.

Last Date for Submission: 03-10-2026 Time: Up to 2:30 P.M.

Schedule of Motor Vehicle Repairing Items

Sl. No.	Description of Item	Quantity	Unit	Percentage of Discount Offered on MRP
1	Engine Oil	1	Litre	
2	Gear Oil	1	Litre	
3	Brake Oil	1	Litre	
4	Coolant	1	Litre	
5	Oil Filter	1	Piece	
6	Air Filter	1	Piece	
7	Diesel Filter	1	Piece	
8	Grease	1	Kg	
9	Fan Belt	1	Piece	
10	Clutch Plate	1	Piece	
11	Clutch Pressure Plate	1	Piece	
12	Brake Shoe	1	Set	
13	Brake Pad	1	Set	
14	Brake Liner	1	Set	
15	Wheel Bearing	1	Piece	
16	Battery	1	Piece	
17	Headlight Bulb	1	Piece	
18	Indicator Bulb	1	Piece	

19	Fuse	1	Piece	
20	Wiper Blade	1	Pair	
21	Tyre	1	Piece	
22	Tube	1	Piece	
23	Puncture Repairing	1	Job	
24	Battery Terminal	1	Pair	
25	Electrical Wiring/Repairing	1	Job	
26	Welding Work	1	Job	
27	Denting & Painting	1	Job	
28	Vehicle Servicing	1	Job	
29	General Mechanical Repairing	1	Job	
30	Other Repairing/Maintenance Works	1	Job	

Note: The above items are indicative. The actual quantity and type of repair/maintenance work shall be as per the requirement of the Dabaka Municipal Board.

GENERAL TERMS AND CONDITIONS

The suppliers are requested to go through the following terms and conditions carefully before submitting their respective quotations:

1. The supply shall be completed within the stipulated/scheduled time as directed by the Dabaka Municipal Board. For any delay in supply beyond the stipulated delivery period specified in the supply order, **liquidated damages** shall be levied. A deduction of **0.5% per week**, or part thereof, on the total value of the delayed supply shall be recovered from the supplier's bill, subject to a maximum ceiling of 10% of the total contract/supply order value.
2. The undersigned does not guarantee any minimum quantity of procurement.
3. Dabaka Municipal Board or the rate contractor / bidder / supplier are both entitled to withdraw or cancel the rate contract by serving due notice on each other giving not less than fifteen (15) days time.
4. Dabaka Municipal Board reserves the right to renegotiate the price with the rate contract holders during the validity of the rate contract.
5. Dabaka Municipal Board also reserves the right to conclude parallel rate contracts with different bidders, in addition to the responsive bidder submitting the lowest priced bid or most advantageous bid, but at the rates of such bidder.
6. In case the price quoted by the lowest responsive bidder is not reasonable or found to be high, the price may be negotiated with lowest responsive bidder with whom the rate contract may be concluded consequent only upon lowering of the bid price to the desired level.
7. The **Percentage of Discount Offered** should be clearly quoted both in **figures and in words**. In case of any discrepancy, the rate quoted in **words shall be treated as valid**.
8. No overwriting in the quoted rates of Discount shall be accepted. Any correction or alteration must be duly authenticated with the initials/signature of the supplier.
9. The undersigned reserves the right to **reject any quotation, either in full or in part, without assigning any reason thereof**.

10. If the original rate contract holder quotes a lesser price or reduces its price to render similar goods, works or services at a price lower than the rate contract price to anyone in the State, at any time, during the validity of the rate contract, the rate contract price shall be automatically lowered or reduced accordingly to such lesser or reduced price quoted for the subject matter of procurement with effect from the date of such quoting or reducing, and the rate contracts shall also be amended accordingly.
11. If a parallel rate contract holder firm reduces its price during the currency of the rate contract, its reduced price shall be conveyed to other parallel rate contract holders as well as the original rate contract holder for corresponding reduction in their prices. If any rate contract holders do not agree to the reduced price, further transaction with it shall not be conducted.
12. The undersigned is **not bound to accept the highest rate of discount** and reserves the right to accept or reject any quotation in the interest of the Board.
13. The full name, complete address, contact number and other relevant details of the supplier/firm should be clearly mentioned in the quotation.
14. The quoted rates should be inclusive of all applicable taxes, transportation, loading/unloading and other incidental charges, unless specifically mentioned otherwise.
15. The supplied materials must be of good quality and conform to the required specifications/standards.
16. The quotation should be submitted in a **sealed cover** superscribed with **"QUOTATION FOR SUPPLY OF MOTOR VEHICLE REPAIRING ITEMS FOR THE YEAR 2026-27"**.
17. Quotations received after the stipulated date and time shall not be considered.


 Executive Officer
 Dabaka Municipal Board


 Chairperson
 Dabaka Municipal Board

Memo No. DMB 123/2026-27/ 4009(A)

Dated - 11/09/2026

Copy to:-

1. The Director Municipal Administration Department Guwahati, Assam for your kind information.
2. The Mission Director, SBM Guwahati, Assam for your kind information.
3. The District Commissioner Hojai, Assam for your kind information.
4. The Addl. District Commissioner (Urban) for your kind information.
5. The DIPRO Hojai for your kind information and necessary action (publish at list one English and Assamese newspaper widely circulated in Assam).
6. The Circle Officer, Rev-Circle, Dabaka, Hojai.
7. Office Notice Board.


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GOVT OF ASSAM

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Email- dabakatc@gmail.com



No. DMB 123/2026-27/ 4009

Dated: - 11-09-2026

NOTICE INVITING QUOTATION

Sealed quotations are hereby invited from interested and eligible suppliers/firms/shops for the supply of the following **Office Stationery Items** for the financial year **2026-27** for **Dabaka Municipal Board**, under the **General Fund**.

The rates quoted should be based on the prevailing market rates in and around **Dabaka Town**. Quotations not conforming to the prevailing market rates or the terms and conditions mentioned below are liable to be rejected.

Last Date for Submission: 03-10-2026 Time: Up to 2:30 P.M.

Schedule of Office Stationery Items

Sl. No.	Description of Item	Quantity	Unit	Approx. Rate (₹)
1	A4 Size Paper	1	Ream	
2	A3 Size Paper	1	Ream	
3	Legal Size Paper	1	Ream	
4	File Cover	1	Piece	
5	Office File	1	Piece	
6	Register	1	Piece	
7	Ball Pen	1	Piece	
8	Gel Pen	1	Piece	
9	Marker Pen	1	Piece	
10	Permanent Marker	1	Piece	
11	Pencil	1	Piece	
12	Eraser	1	Piece	
13	Sharpener	1	Piece	
14	Stapler	1	Piece	
15	Stapler Pin	1	Box	
16	Paper Pin	1	Box	
17	Binder Clip	1	Box	
18	Paper Clip	1	Box	
19	Gum/Adhesive	1	Piece	
20	Fevicol	1	Bottle	

21	Cello Tape	1	Piece	
22	Brown Tape	1	Piece	
23	Scissors	1	Piece	
24	Scale	1	Piece	
25	Punching Machine	1	Piece	
26	Calculator	1	Piece	
27	Correction Pen	1	Piece	
28	Highlighter	1	Piece	
29	Envelopes	1	Packet	
30	Carbon Paper	1	Packet	
31	Printer Ink	1	Piece	
32	Note Sheet	1	Ream	

Note: The above quantities are indicative and may vary according to the actual requirement of the Dabaka Municipal Board.

GENERAL TERMS AND CONDITIONS

The suppliers are requested to go through the following terms and conditions carefully before submitting their respective quotations:

1. The supply shall be completed within the stipulated/scheduled time as directed by the Dabaka Municipal Board. For any delay in supply beyond the stipulated delivery period specified in the supply order, **liquidated damages** shall be levied. A deduction of **0.5% per week**, or part thereof, on the total value of the delayed supply shall be recovered from the supplier's bill, subject to a maximum ceiling of 10% of the total contract/supply order value.
2. The undersigned does not guarantee any minimum quantity of procurement.
3. Dabaka Municipal Board or the rate contractor / bidder / supplier are both entitled to withdraw or cancel the rate contract by serving due notice on each other giving not less than fifteen (15) days time.
4. Dabaka Municipal Board reserves the right to renegotiate the price with the rate contract holders during the validity of the rate contract.
5. Dabaka Municipal Board also reserves the right to conclude parallel rate contracts with different bidders, in addition to the responsive bidder submitting the lowest priced bid or most advantageous bid, but at the rates of such bidder.
6. In case the price quoted by the lowest responsive bidder is not reasonable or found to be high, the price may be negotiated with lowest responsive bidder with whom the rate contract may be concluded consequent only upon lowering of the bid price to the desired level.
7. The rate should be clearly quoted both **in figures and in words**. In case of any discrepancy, the rate quoted in **words shall be treated as valid**.
8. No overwriting in the quoted rates of Discount shall be accepted. Any correction or alteration must be duly authenticated with the initials/signature of the supplier.
9. The undersigned reserves the right to **reject any quotation, either in full or in part, without assigning any reason thereof**.
10. If the original rate contract holder quotes a lesser price or reduces its price to render similar goods, works or services at a price lower than the rate contract price to anyone in the State, at any time, during the validity of the

rate contract, the rate contract price shall be automatically lowered or reduced accordingly to such lesser or reduced price quoted for the subject matter of procurement with effect from the date of such quoting or reducing, and the rate contracts shall also be amended accordingly.

11. If a parallel rate contract holder firm reduces its price during the currency of the rate contract, its reduced price shall be conveyed to other parallel rate contract holders as well as the original rate contract holder for corresponding reduction in their prices. If any rate contract holders do not agree to the reduced price, further transaction with it shall not be conducted.
12. The undersigned is **not bound to accept the highest rate of discount** and reserves the right to accept or reject any quotation in the interest of the Board.
13. The full name, complete address, contact number and other relevant details of the supplier/firm should be clearly mentioned in the quotation.
14. The quoted rates should be inclusive of all applicable taxes, transportation, loading/unloading and other incidental charges, unless specifically mentioned otherwise.
15. The supplied materials must be of good quality and conform to the required specifications/standards.
16. The quotation should be submitted in a **sealed cover** superscribed with **"QUOTATION FOR SUPPLY OF OFFICE STATIONERY ITEMS FOR THE YEAR 2026-27"**.
17. Quotations received after the stipulated date and time shall not be considered


Executive Officer
Dabaka Municipal Board


Chairperson
Dabaka Municipal Board

Memo No. DMB 123/2026-27/ 400 9A)

Dated: - 11/09/2026

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6. Office Notice Board.


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Chairperson
Dabaka Municipal Board



GOVT OF ASSAM

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DISTRICT: HOJAI: ASSAM PIN-782440.

Email- dabakatc@gmail.com



No. DMB 123/2026-27/ 4009

Dated: - 11-09-2026

NOTICE INVITING QUOTATION

Sealed quotations are hereby invited from interested and eligible suppliers/firms/shops for the supply of the following **Tea and Snacks** for the financial year **2026-27** for **Dabaka Municipal Board**, under the **General Fund**.

The rates quoted should be based on the prevailing market rates in and around **Dabaka Town**. Quotations not conforming to the prevailing market rates or the terms and conditions mentioned below are liable to be rejected.

Last Date for Submission: 03-10-2026 Time: Up to 2:30 P.M.

Schedule of Tea and Snacks

Sl. No.	Description of Item	Quantity	Unit	Approx. Rate (₹)
1	Milk Tea	1	Cup	
2	Biscuits	1	Packet	
3	Singara	1	Piece	
4	Vegetable Chop	1	Piece	
5	Cake	1	Piece	
6	Nimki	1	Packet	
7	Mineral Water	1	Bottle	
8	Cold Drink	1	Bottle	
9	Other Snacks	1	Plate	
10	Red Tea	1	Cup	
11	Vegetable Pattie	1	Piece	

Note: The suppliers may quote their rates against each item in both figures and words. The final items and quantities may be ordered as per the actual requirement of the Dabaka Municipal Board.

GENERAL TERMS AND CONDITIONS

The suppliers are requested to go through the following terms and conditions carefully before submitting their respective quotations:

1. The supply shall be completed within the stipulated/scheduled time as directed by the Dabaka Municipal Board. For any delay in supply beyond the stipulated delivery period specified in the supply order, **liquidated damages** shall be levied. A deduction of **0.5% per week**, or part thereof, on the total value of the delayed supply shall be recovered from the supplier's bill, subject to a maximum ceiling of 10% of the total contract/supply order value.
2. The undersigned does not guarantee any minimum quantity of procurement.

3. Dabaka Municipal Board or the rate contractor / bidder / supplier are both entitled to withdraw or cancel the rate contract by serving due notice on each other giving not less than fifteen (15) days time.
4. Dabaka Municipal Board reserves the right to renegotiate the price with the rate contract holders during the validity of the rate contract.
5. Dabaka Municipal Board also reserves the right to conclude parallel rate contracts with different bidders, in addition to the responsive bidder submitting the lowest priced bid or most advantageous bid, but at the rates of such bidder.
6. In case the price quoted by the lowest responsive bidder is not reasonable or found to be high, the price may be negotiated with lowest responsive bidder with whom the rate contract may be concluded consequent only upon lowering of the bid price to the desired level.
7. The **Percentage of Discount Offered** should be clearly quoted both in **figures and in words**. In case of any discrepancy, the rate quoted in **words shall be treated as valid**.
8. No overwriting in the quoted rates of Discount shall be accepted. Any correction or alteration must be duly authenticated with the initials/signature of the supplier.
9. The undersigned reserves the right to **reject any quotation, either in full or in part, without assigning any reason thereof**.
10. If the original rate contract holder quotes a lesser price or reduces its price to render similar goods, works or services at a price lower than the rate contract price to anyone in the State, at any time, during the validity of the rate contract, the rate contract price shall be automatically lowered or reduced accordingly to such lesser or reduced price quoted for the subject matter of procurement with effect from the date of such quoting or reducing, and the rate contracts shall also be amended accordingly.
11. If a parallel rate contract holder firm reduces its price during the currency of the rate contract, its reduced price shall be conveyed to other parallel rate contract holders as well as the original rate contract holder for corresponding reduction in their prices. If any rate contract holders do not agree to the reduced price, further transaction with it shall not be conducted.
12. The undersigned is **not bound to accept the highest rate of discount** and reserves the right to accept or reject any quotation in the interest of the Board.
13. The full name, complete address, contact number and other relevant details of the supplier/firm should be clearly mentioned in the quotation.
14. The quoted rates should be inclusive of all applicable taxes, transportation, loading/unloading and other incidental charges, unless specifically mentioned otherwise.
15. The supplied materials must be of good quality and conform to the required specifications/standards.
16. The quotation should be submitted in a **sealed cover** superscribed with **"QUOTATION FOR SUPPLY OF TEA AND SNACKS FOR THE YEAR 2026-27"**.
17. Quotations received after the stipulated date and time shall not be considered.


 Executive Officer
 Dabaka Municipal Board
 Dabaka Municipal Board


 Chairperson
 Dabaka Municipal Board
 Dabaka Municipal Board

Memo No. DMB 123/2026-27/ 4009(A)

Dated: - 11/09/2026

Copy to: -

1. The Director Municipal Administration Department Guwahati, Assam for your kind information.
2. The District Commissioner Hojai, Assam for your kind information.
3. The Addl. District Commissioner (Urban) for your kind information.
4. The DIPRO Hojai for your kind information and necessary action (publish at list one English and Assamese newspaper widely circulated in Assam).

5. The Circle Officer, Rev-Circle DabakaHojai.
6. Office Notice Board.


09.26
Executive Officer
Dabaka Municipal Board


Chairperson
Dabaka Municipal Board