

01/10/16

GOVERNMENT OF ASSAM
SECRETARIAT ADMINISTRATION (ESSTT.) DEPARTMENT, VEHICLE CELL
ASSAM SECRETARIAT (CIVIL), BLOCK-A, FIRST FLOOR
DISPUR, GUWAHATI-6

NO.S(E)42/2016/2

Dated Dispur, the 30th September, 2016

REQUEST FOR EXPRESSION OF INTEREST

1. The Govt. of Assam, Secretariat Administration Department intends to shortlist eligible Firms/ Workshops/Authorised Dealer for supplying of items and repairing of vehicles owned by the Department.
2. Interested Firms/Workshops/Authorised Dealer from Guwahati are hereby invited to express their interests for one or several of the following lots :
 Lot No.1 : Supply of items and repairing of Tata made vehicles
 Lot No. 2 : Supply of items and repairing of Mahindra and Mahindra made vehicles.
 Lot No.3 : supply of items and repairing of Maruti made vehicle
 Lot No.4 : Supply of items and repairing of Hindustan Motors made vehicle
 Lot No.5 : Supply of items and repairing of Toyota made vehicle
3. If you believe that your company meets our requirements and would like to be considered as a potential Firms/Workshops/Authorised Dealers, please submit your details including the following information.

- (a) Cover letter indicating the number of lot (s) for which interest is being expressed.
- (b) Summary page indicating the following details :

1	Name of Firms/workshops/Authorised dealer	
2	Physical Address	
3	Postal Address	
4	Contact Person	
5	Town / City	
6	Telephone No.	
7	Mobile No.	
8	E-mail address	
9	Certificate of Registration	
10	Business License No./GMC permission No.	
11	Copy of Income Tax and Sale Tax clearance certificate 2015-16	

- (c) The last date for submitting the expression of interest is 20-10-2016 upto 3.00 pm at S.A.(E) Deptt., Vehicle Cell, First floor, Block-A, Assam Secretariat, Dispur and the envelope containing expression of interest for repairing & supplying of items to the vehicles as mentioned in the para No.2 will be opened at 4:00 pm on the same day i.e. in the office chamber of the Commissioner & Secretary, S.A(E) Deptt, Vehicle Cell, Dispur. Interested firms/workshops/authorized dealers or their representative may present at the time of opening of the Expression of Interests.

Contd...2..

[Signature] 30/9/16
 Husna Ak 4/10/16
 [Signature] 5/10/16
 [Signature] H. Naray, AM
 [Signature] 07/10/2016

Terms & Condition :

1. Workmanship should be of best quality as per direction of the MVI, SA(E) Deptt., Vehicle Cell. If any fabrication works is detected and found to be inferior quality, the same shall have to be replaced/rectified and repaired by the firms/workshops/authorized dealers free of cost.
2. Towage services must be possible through own resources.
3. The premises where the repair and maintenance works take place and where vehicles are parked must be secured. They may not be accessible to the public.
4. The selected firms/workshops/authorized dealers will have to repair/supply items to the vehicle as per work order/supply order issued from time to time by the department at company's MRP.
5. The validity period of selected firms/workshops/authorized dealers will be for 3 (three) years only from the date of selection of the firms/workshops/authorized dealers.
6. Scrap/replaced materials will have to be returned to the department by the firms/ workshops/ authorized dealers after completion of each repairing /supplying along with the vehicle.

Sd/- Ahmed Hussain, IAS
Commissioner & Secretary to the Govt. of Assam
Sectt. Admn. (Esstt.) Deptt., Vehicle Cell

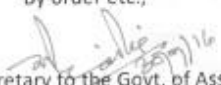
Memo No.S(E)42/2016/2-A

Dated Dispur, the 30th September,2016

Copy forwarded for information & necessary action to :-

1. The Director, Information & Public Relation, Assam, Dispur, Guwahati-6 for wide publicity. He is requested to publish the Expression of Interest in the leading dailies both in English and Assamese.
- ✓ 2. The Managing Director, AMTRON, Bamunimaidam, Guwahati-21. He is requested to display the advertisement in Assam Govt. website.
3. Office Notice Board, Assam Secretariat (Civil).

By order etc.,


Joint Secretary to the Govt. of Assam
Sectt. Admn. (Esstt.) Deptt., Vehicle Cell