



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](http://www.lgbrimh.gov.in), e - Mail: [mail@lgbrimh.gov.in](mailto:mail@lgbrimh.gov.in)

Post Box No. 15:: FAX No. (03712) 233623

TEZPUR:: 784001 :: ASSAM

No. LGB/PE/622/2021/1471

Dated: 13/03/2026

### SHORT QUOTATION CALLING NOTICE

Sealed quotations are hereby invited from eligible and experienced firms / suppliers / authorized dealers for the supply of decorative LED tuni light set and allied electrical materials at LGBRIMH, Tezpur, Assam, as detailed below:

#### 1. NAME OF WORK

Supply of colour decorative LED tuni light set and allied electrical materials at LGB Regional Institute of Mental Health (LGBRIMH), Tezpur, Assam.

#### 2. SCHEDULE OF REQUIREMENT

Sl. No.	Description of Item	Unit	Quantity	Approx. Rate (Rs.)
1	Supply of colour decorative LED tuni light set, 20 metre, good quality	Each	600	
2	Supply of 15 metre LED rope light for decoration, good quality	Each	190	
3	Supply of 2 core PVC flat cable with conductor area 0.75 sq mm (0.75 sq mm 2 core)	Metre	1000	
4	Supply of 10 metre insulating PVC tape for electrical purpose	Each	50	

#### 3. ELIGIBILITY CRITERIA

The bidder shall fulfil the following conditions:

1. The bidder should be a registered firm / supplier / authorized dealer.
2. The bidder should possess a valid GST Registration Certificate.
3. The bidder should possess a valid PAN Card.
4. The bidder should have prior experience in supply of electrical / decorative lighting items.
5. The bidder should submit self-attested copies of all required documents along with the quotation.

#### 4. DOCUMENTS TO BE SUBMITTED

The following documents must be enclosed with the sealed quotation:

6. Copy of GST Registration Certificate (self-attested)
7. Copy of PAN Card (self-attested)
8. Copy of Trade License / Shop Establishment Certificate, if applicable (self-attested)

9. Bank details of the firm / supplier (account name, account number, IFSC code, bank and branch name)
10. Undertaking as per the format appended hereto, duly signed
11. Catalogue / specification sheet / brand details of the quoted items, wherever applicable

## **5. TERMS AND CONDITIONS**

12. The quotation shall be submitted in a sealed cover superscribed as: "Quotation for Supply of Decorative LED Tuni Light Set and Allied Electrical Materials at LGBRIMH, Tezpur."
13. Rates quoted should be inclusive of all charges including packing, forwarding, transportation, loading/unloading, delivery at site, and GST.
14. The rate shall be quoted item-wise, clearly in figures and words.
15. The items supplied must be of good quality, durable, and suitable for the intended purpose. Inferior or substandard materials, if supplied, shall be rejected outright.
16. The items must conform to the required specifications and the make/brand must be mentioned wherever applicable.
17. The supplier shall be responsible for safe delivery of the materials at LGBRIMH, Tezpur, at their own cost.
18. The supply shall be completed within 07 days from the date of issue of supply order.
19. No advance payment shall be made. Payment shall be released only after satisfactory supply and verification by the concerned section, and submission of bill in triplicate with supporting documents.
20. The Institute reserves the right to accept or reject any or all quotations, cancel the NIQ wholly or partly at any stage, or increase / decrease the quantity of items, without assigning any reason.
21. Incomplete, unsigned, conditional, or late quotations shall be summarily rejected.
22. The quoted rate shall remain valid for a period of 90 days from the date of opening of quotation.
23. In case of any dispute, the decision of the Director, LGBRIMH, Tezpur shall be final and binding.
24. The successful bidder may be required to supply samples / demonstrate quality, if asked by the Institute, before finalization.
25. Materials shall be delivered at the place as directed by the Engineering Cell / concerned section of the Institute.

## **6. SUBMISSION OF QUOTATION**

The rate quotations may be submitted to the Office of the undersigned within 07 days from the date of issue of notification.

## **7. OPENING OF QUOTATION**

The quotations will be opened in the presence of the bidders or their authorized representatives who may wish to be present.

## **8. ADDRESS FOR SUBMISSION**

To

**The Director**

LGB Regional Institute of Mental Health

Tezpur, Assam – 784001

## PRICE BID FORMAT

(To be submitted in a sealed cover)

Sl. No.	Description of Item	Unit	Qty.	Unit Rate (Rs.)	GST (Rs.)	Total Amount (Rs.)
1	Supply of colour decorative LED tuni light set, 20 metre, good quality	Each	600			
2	Supply of 15 metre LED rope light for decoration, good quality	Each	190			
3	Supply of 2 core PVC flat cable, 0.75 sq mm, 2 core	Metre	1000			
4	Supply of 10 metre insulating PVC tape for electrical purpose	Each	50			
Grand Total (inclusive of GST)						Rs.

(Amount in words: Rupees \_\_\_\_\_ Only)

Signature of Bidder: \_\_\_\_\_

Name: \_\_\_\_\_

Name of Firm: \_\_\_\_\_

Date: \_\_\_\_\_

## UNDERTAKING BY BIDDER

I/We hereby certify and undertake that:

26. I/We have carefully read and understood all the terms and conditions of the above NIQ and agree to abide by the same.
27. The information furnished by me/us in this quotation is true and correct to the best of my/our knowledge and belief.
28. I/We shall supply the items strictly as per the specifications mentioned in the NIQ and within the stipulated time.
29. I/We have not been debarred or blacklisted by any Government / PSU / Autonomous Body in India.
30. I/We understand that LGBRIMH reserves the right to reject any or all quotations without assigning any reason.

Signature of Bidder: \_\_\_\_\_

Name: \_\_\_\_\_

Name of Firm: \_\_\_\_\_

Address: \_\_\_\_\_

Mobile No.: \_\_\_\_\_

Email: \_\_\_\_\_

GST No.: \_\_\_\_\_

Date: \_\_\_\_\_

*Handwritten signature and date:*  
13/13/20