



GOVERNMENT OF ASSAM
OFFICE OF THE DISTRICT COMMISSIONER
KOKRAJHAR

Email: dc-kokrajhar@nic.in

eFile No.196722(NAZ-17/78/2026-NAZ-KOJ)

Dated Kokrajhar, the 19th October, 2026

SHORT NOTICE INVITING TENDER (SNIT)

Sealed quotations affixing a non-refundable Court Fee Stamp of Rs. 8.25 (Rupees Eight and Twenty-Five Paise) only are invited from eligible and registered Dealers, Suppliers, and Firms for the Event Management of the following works/supplies in Kokrajhar District for "**Khel Maharan 3.0**" for the Year 2026-27:

1. Construction of Temporary Pandals, Stages, and Allied Amenities
2. Supply of Refreshments, Food Packets, and Drinking Water
3. Supply of Stationery Items, Printing Materials, and Logistics (Detailed specifications and schedules are provided in Annexure-I)

The sealed quotations will be received from **22/10/2026 to 30/10/2026 upto 3.00 PM** in the office of the undersigned. The date of opening of the bids will be on **31/10/2026 at 4.00 PM** at the same office in presence of the quotationers/bidders or their authorized representatives.

TERMS AND CONDITIONS:

1. Only registered vendors with experience in executing similar works/supplies for Government or Semi-Government organizations are eligible to bid.
2. Bids must be accompanied by self-attested copies of the following documents: a. Valid Trade License / Dealership Certificate. b. GST Registration Certificate (must be linked to the PAN). c. Permanent Account Number (PAN) Card. d. Firm / Business Registration Certificate. e. Work Orders / Completion Certificates of similar nature issued by a Govt./Semi-Govt. entity. Note: Bids submitted without these mandatory documents will be rejected at the preliminary screening stage.
3. Rates must be quoted strictly in the format prescribed in Annexure-I. Quoted rates must be inclusive of all applicable taxes (GST), packaging, and door-step delivery/handling charges and the rate quoted by the vendor shall not exceed the rate issued by the Director of Sports, Assam vide letter No. DSY/S/KM3.0/845385/276 Dated.13.10.2026 (copy enclosed).
4. The procurement is to establish a rate contract without committing for any minimum supply/work guarantee. It does not commit the administration to guarantee any minimum work order volume. Specific purchase/work orders will be issued as per district event requirements.
5. Price Evaluation shall be itemwise on unit rate for each item.
6. The said supply/works is time bound and the Dealers/Suppliers/Firms must be capable of supplying the items immediately or execute pandal works on short notice as and when called for. Unless explicitly stated in a supply order, all supplies under the rate contract must be done immediately after issuance of supply order.
7. The tender process and procurement will strictly comply with the Assam Public Procurement Rules, 2020.
8. Bids must be submitted physically in a sealed envelope marked "Quotation for Khel Maharan 3.0 - Kokrajhar". Bids received via email, fax, or after the deadline will not be entertained.
9. The Tender Committee reserves the right to accept or reject any or all bids without assigning any reason. The decision of the Tender Committee will be final and binding.


District Commissioner
Kokrajhar

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Copy forwarded for information and necessary action to:

1. The Director of Sports & Youth Welfare, Assam, Dispur, Guwahati-06.
2. The District Sports Officer, Kokrajhar, for coordinating logistics.
3. The District Information and Public Relations Officer (DIPRO), Kokrajhar with a request to publish this notice in 2 (two) widely circulated daily newspapers (one English and one regional daily).
4. The District Informatics Officer (DIO), National Informatics Centre (NIC), DC Office, Kokrajhar to upload the notice on the official district portal.
5. Notice Board.


District Commissioner
Kokrajhar

ANNEXURE-I

Sl. No.	Item	Quantity	Rate (in Rs.)
1	2	3	4
1	Temporary Pandal on Hire Charge Basis	Big size per day	
2	Temporary Pandal on Hire Charge Basis	Medium size per day	
3	Temporary Pandal on Hire Charge Basis	Small size per day	
4	Sound System on Hire Basis	per day	
5	Plastic Chair with Handle	Per unit / day	
6	Plastic Chair without Handle without cover)	Per unit / day	
7	Plastic Chair without Handle (with cover)	Per unit / day	
8	Executive Chair	Per unit / day	
9	Revolving Chair	Per unit / day	
10	Plastic Table with cover	Per unit / day	
11	Plastic Table without cover	Per unit / day	
12	Wooden Table (Standard Size)	Per unit / day	
13	Computer Table (Standard size)	Per unit / day	
14	Wooden Table (25"x25")	Per unit / day	
15	Tea Table/ Central Table	Per unit / day	
16	Sofa Set	Per unit / day	
17	Secretary Table	Per unit / day	
18	Stand Fan	Per unit / day	
19	Ceiling Fan	Per unit / day	
20	Screen/ Samiyana	Per Mtr. Sq./ Per Day	
21	Screen/ Samiyana with fitting	Per Mtr. Sq./ Per Day	
22	Red Tea with two nos. (sweetened/salted biscuits)	Per Cup	
23	Tea with milk (80 ml) with two nos. (sweetened/salted biscuits)	Per Cup	
24	Fried Rice:-		
	a. Veg (Rice 250 gm)	Per Container	
	b. Egg (Rice 250 gm +1 Pc Egg Curry)	Per Container	
	c. Chicken (Rice 250 gm + 3PcsChicken Curry)	Per Container	
	d. Mutton (Rice 250 gm + 3PcsMutton Curry)	Per Container	
	e. Paneer (Rice 250 gm + Paneer Sabji)	Per Container	
25	Pulaw :-		
	a. Veg (Rice 250 gm)	Per Container	
	b. Egg (Rice 250 gm +1 Pc Egg Curry)	Per Container	
	c. Chicken (Rice 250 gm + 3 Pcs Chicken Curry)	Per Container	
	d. Mutton (Rice 250 gm + 3 Pcs Mutton Curry)	Per Container	
	e. Paneer (Rice 250 gm + Paneer Sabji)	Per Container	

26	For Meal		
	a.Vegetable Meal- Rice, Dal, Dry Sabji, One Liquid Sabji,Papad, Salad etc.	Per Meal	
	b.Non-Vegetable Meal(Fish)- Rice, Dal, Dry Sabji, Papad, Salad, Fish Curry	Per Meal	
	c.Non-Vegetable Meal(Broiler Chicken)- Rice, Dal, Dry Sabji, Papad, Salad, Chicken Curry (minimum four pieces medium size)	Per Meal	
	d.Non-Vegetable Meal (Mutton)- Rice, Dal, Dry Sabji, Papad, Salad, Mutton Curry (minimum four pieces medium size)	Per Meal	
27	Packaged drinking water 500 Ml.	PerBottle	
28	Packaged drinking water 1Ltr.	Per Botle	
29	Packaged drinking water 2Ltrs.	Per Botle	
30	Packaged drinking water 5Ltrs.	PerBottle	
31	Mineral water Jar with dispenser 20 Ltrs.	Per Jar	
32	Pencil	Piece	
33	Cello Tape 2" big	Roll	
34	Whitener Pen	Piece	
35	Ball Pen Black	Piece	
36	Stapler Small No.10	Piece	
37	PaperClip (Small)	Box	
38	White Board Marker Blue	Piece	
39	Mail Folder (Dak)	Piece	
40	Single Punch	Piece	
41	Double Punch	Piece	
42	Plastic Scale 30cm	Piece	
43	CelloTape 1" Medium	Roll	
44	Gel Pen Blue (V5)	Piece	
45	Permanent Marker Red	Piece	
46	Permanent Marker Black	Piece	
47	Fevistik Big	Piece	
48	Tag 12"	Bundle	
49	Box File Plastic Coated A4 Size	Piece	
50	Register 4Qr	Piece	
51	L Type Plastic Folder	Piece	
52	U Folder Sheet (PettiFile)	Piece	
53	Stapler Medium	Piece	
54	Cutter Big	Piece	
55	Cutter Small	Piece	
56	Sharpener	Piece	
57	Steel Ruler 30cm (1")	Piece	
58	Stapler Pin Medium	Box	
59	Stapler Pin Small No.10	Box	
60	Fevistik Small	Piece	
61	Stapler Big	Piece	

62	Stamp Pad (Blue)	Piece	
63	HP Laser Jet P1102 Toner	Piece	
64	HP Laser Jet Pro MFP M126a Toner	Piece	
65	Permanent Marker Green	Piece	
66	Permanent Marker Red	Piece	
67	Permanent Marker Blue	Piece	
68	Permanent Marker Black	Piece	
69	Highlighter Pink	Piece	
70	Highlighter Blue	Piece	
71	Highlighter Green	Piece	
72	Highlighter Yellow	Piece	
73	Highlighter Purple	Piece	
74	Eraser Box	Box	
75	Scissors	Piece	
76	Ball Pen Blue	Piece	
77	Register3Qr	Piece	
78	Register6Qr	Box	
79	U-Pin	Piece	
80	Register2Qr	set/day	
81	Mike set with Sound Box system	each/day	
82	Videographer with camera	each/day	
83	Still Camera with Cameraman	each/day	
84	Post card size photograph	each/day	
85	Drone with manpower, etc.	each/day	

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