



**MORAN AUTONOMOUS COUNCIL**  
**DISTRICT:::: TINSUKIA**

No. MAC.C.I./2023-24/80

Dated Tinsukia 24<sup>th</sup> September, 2025

**NOTICE INVITING TENDER**

Sealed Quotation in prescribed form affixing non-refundable court fee stamp(s) of Rs. 8.25 (Rupees Eight & paisa twenty-five) only are invited from the Registered Firms/Dealers/Suppliers for supply of **Spice Grinding Machines** for the scheme "**Distribution of Spice Grinding Machines to SHGs/Individuals from Moran Community**" amounting to Rs. 18,00,000.00 (Rupees Eighteen Lakh) only under Moran Autonomous Council, Tinsukia, for the financial year 2023-24.

SL. NO	Items	Specifications	Quantity (in Numbers)
1	<b>Spice Grinding Machines</b>	<ul style="list-style-type: none"><li>• <b>Applications:</b> Rice Processing, Grain Milling, Spice Pulverization</li><li>• Motor Power: 3 HP</li><li>• Electricity Connection: Single Phase, 50 Hz</li><li>• 2 pole with full accessories</li></ul>	<ul style="list-style-type: none"><li>• 48 units (approx.)</li></ul>

**Terms and Conditions:**

1. Intending Firms/Dealers/Suppliers shall send their quotations along with: -
  - i. Name of the Firms/Dealers/Suppliers, Contact details, Address.
  - ii. Valid Trade License.
  - iii. Registration issued by the Competent Authority/ MSME Registration (if applicable).
  - iv. GST registration with 3B Form
  - v. Permanent Account Number; (PAN No.)
  - vi. Having minimum annual turnover of Rs. 50.00 Lakh for the last 03 (three) Financial Year.
  - vii. IT Return for Assessment Year- 2023-24, 2024-25, 2025-26.
  - viii. Bank Account details.
  - ix. Caste Certificate (if applicable)
2. The rate should be written in both in figure and words.
3. The rate should be inclusive of all taxes and cost such as GST, labour cost, transportation cost, etc.
4. The article to be supplied should be of BEST QUALITY. Otherwise, the same will be rejected and supplier will have to provide replacement at their own cost within three days.
5. The actual/ exact quantity of **Spice Grinding Machines** requirement shall depend on the quoted amount and availability of fund.
6. Quotation should be addressed to the Principal Secretary, Moran Autonomous Council, Tinsukia and the cover containing the Quotation should be superscribed "Supply of Spice Grinding Machines for the scheme "**Distribution of Spice Grinding Machines to SHGs/Individuals from Moran Community**" amounting to Rs. 18,00,000.00 (Rupees Eighteen Lakh) only under Moran Autonomous Council, Tinsukia."
7. The procurement /purchase committee for scheme "**Distribution of Spice Grinding Machines to SHGs/Individuals from Moran Community**" amounting to Rs. 18,00,000.00 (Rupees Eighteen Lakh) only under Moran Autonomous Council, Tinsukia,

FY: 2023-24 is not bound to accept the lowest rate (L1 or otherwise, subject to suitable bid) and reserves the right to accept or reject any bid/bids or postpone the date of without assigning any reason thereof. In case of tie, the decision will be taken by the Tender Committee on the basis of annual turnover of the bidders.

8. An Earnest Money Deposit (EMD)(Original) in the form of a Bank Guarantee amounting to 2% of the Total Tender Value for Unreserved Bidders and 1% of the Total Tender Value for ST/SC/OBC/MOBC Bidders, issued by any Nationalized Bank, must be submitted in favour of the Principal Secretary (i/c), Moran Autonomous Council. The Bank Guarantee shall be enclosed along with the Tender documents.


Interested bidders can drop their bids in the drop box placed at the chamber of the Principal Secretary (i/c), Moran Autonomous Council & Addl. District Commissioner, Tinsukia located at Room No:17, O/o the District Commissioner, Tinsukia from **25/09/2025 (10:30 AM to 5:00 PM) onwards.**

The last date of receipt of the Quotation in this office is **2:00 PM on 17/10/2025.** **The Tender Documents will be opened on the same day (i.e. 17 /10/2025) at 3:30 PM** in the presence of the Tenderer (s) or their authorized representatives who may be present at the time. Late and incomplete quotations will not be considered.

The Tender documents can be downloaded online from Tinsukia district website: <https://tinsukia.assam.gov.in>

**Other conditions:**

1. A notarized self- declaration that the Firms/Dealers/Suppliers has not been black listed/legal suit by any institution of the Central or State Govt. / Bank or any financial institution.
2. Notarized Self Declaration stating that there is no pending Judicial Litigations against the seller/ vendor/ Tenderer, etc.
3. Original Quotation shall be duly filled in, signed and stamped by the Tenderer or his authorized representative.
4. Telegraphic/Telex/ Fax/ Email and letter head quotations are not acceptable and will be rejected.
5. The Tenderer shall have no right to modify/ alter/ amend/ delete any terms/ conditions mentioned in quotation document. Any failure on the part of the Firms/Dealers/Suppliers to observe the prescribed procedure and any attempt to canvas for the work will prejudice the Contractors' quotation/ bid.
6. In case, the date of opening of Tender Box is declared a holiday, the Tender Box shall be opened at the same time on the next working day.
7. All documents submitted should be self-attested with seal of the Tenderer.
8. The successful Tenderer should supply and install all the items within 1 month of the receipt of the supply order.
9. Payments shall be made only through bank transfer after satisfactory supply and installation.

  
Principal Secretary (i/c)  
Moran Autonomous Council  
Tinsukia

**CHECKLIST OF TENDERER**

<b>Sl. No.</b>	<b>Requirements to be checked by the Tenderer before submission of the Quotation</b>	<b>Compliance (To be indicated by the Tenderer with "YES" after compliance of the requirements)</b>
1	Registration issued by the Competent Authority/ MSME Registration (if applicable)	
2	Permanent Account Number (PAN No.)	
3	GST registration with 3B Form	
4	Minimum annual turnover of Rs. 50.00 Lakh for the last 03 (three) Financial Year.	
5	IT Return for Assessment Year- 2023-24, 2024-25, 2025-26	
6	Copy of valid Trade License.	
7	Notarized self-declaration that the Tenderer/ bidder has not been black listed by any institution of the Central or State Govt. / Bank or any financial institution	
8	Notarized Self-Declaration stating that there is no pending Judicial Litigation(s) against the Tenderer/ bidder.	
9	All pages of the Quotation are duly filled in, signed and stamped by the Tenderer or his authorized representative.	
10	EMD (2% of the Total Tender Value for Unreserved Bidders and 1% of the Total Tender Value for ST/SC/OBC/MOBC Bidders)	
11	Caste Certificate (if applicable)	

Signature of Tenderer