

**OFFICE OF THE SECRETARY**  
**SRIMANTA SANKARADEVA KALAKSHETRA SOCIETY**  
**PANJABARI, GUWAHATI-37**

No.SSK.46/AMC/Com/2022/8206

Dated Guwahati, the 6<sup>th</sup> August, 2024

**SHORT NOTICE INVITING QUOTATIONS**

The Secretary, Srimanta Sankaradeva Kalakshetra Society, Panjabari, Guwahati-37, Assam invites quotation affixing court fee stamps of Rs. 8.25 (Rupees Eight and Twenty Five paise) only from register Firm/Company/Dealer for the work "Annual Maintenance Contract (AMC) for Desktop Computers, Laptops, Printer with scanner, Colour Printer, UPS, Xerox Machine" at various sections of Srimanta Sankaradeva Kalakshetra Society, Panjabari, Guwahati-37.

- Details may be seen in the [www.sankaradevakalakshetra.com](http://www.sankaradevakalakshetra.com) official website of Srimanta Sankaradeva Kalakshetra and also in the office of the undersigned during office hours from 08-08-2024 to 21-08-2024.
- The last date of submission of quotation on 22.08.2024 at 14:00 hrs.
- The bidder must have valid GST registration certificate.
- The bidder must provide photo copy of PAN Card.
- The quoted price should be inclusive of all taxes.
- BID Security 2% for General and 1% for Reserved category of quoted value be submit in the form of Bank Guarantee/FD from a Nationalize bank in favour of "Secretary, Srimanta Sankaradeva Kalakshetra Society, Panjabari, Guwahati-37".
- The Bidder, at the Bidder's own responsibility and risk is encouraged to visit and examine site of works and its surroundings and obtain all information that may be necessary for preparing the Bid and entering into a contract for the work. The cost of visiting the site shall be at the Bidder's own expense.
- The Secretary, Srimanta Sankaradeva Kalakshetra Society, Assam reserves the right to accept or reject any or all proposals without showing any reasons whatsoever.

  
Secretary

Srimanta Sankaradeva Kalakshetra Society

Dated Guwahati, the 6<sup>th</sup> August, 2024

Memo No.SSK.46/AMC/Com/2022/8206-A,

Copy to :

1. Vice-Chairman, Srimanta Sankaradeva Kalakshetra Society, Panjabari, Guwahati-37 for favour of your kind information.
2. The Director of Information and Public Relations, Govt. of Assam, Dispur, Guwahati-6, with a request to publish the notice in 2 (two) consecutive issues of 4 (four) nos. of widely circulated local newspapers 2 nos. of in English i.e. The Assam Tribune, The Sentinel and two nos. of Assamese daily newspaper (Niyamiya Barta, Dainik Agradoot), on or before 07-08-2024, and is requested to furnish the circulated Newspapers (one copy of each issue) to the undersigned.
3. The Accounts Branch, Srimanta Sankaradeva Kalakshetra, Panjabari, Guwahati-37 for favour of your kind information and necessary action.
4. Notice Board, SSK
5. Office Copy.

  
Secretary

Srimanta Sankaradeva Kalakshetra Society