



**OFFICE OF THE GUWAHATI MUNICIPAL CORPORATION**  
**Janxala Branch :: NH – 37:: Basistha Chariali:: Guwahati-29**

No: GGR/225/2021/3665

Date: 13.08.2021

**NOTICE INVITING QUOTATION**

Sealed bids are invited from reputed Workshop/Garage for “Empanelment of approved Garage” under Guwahati Municipal Corporation. Detailed quotation notice may be downloaded from GMC official website i.e [www.gmc.assam.gov.in](http://www.gmc.assam.gov.in).

Tender will be received up to 2.00 PM of **24/08/2021** at Janxala Branch, Basistha, Guwahati-781029, Assam and the same will be opened on the same date and venue at 3.00 PM, in presence of the bidder or their authorized representative who would likely to be present.

Each quotation must be accompanied with a bid fee for Rs. 1,000.00 (Rupees One Thousand) only in form of Demand Draft duly pledged in the name of the Commissioner, Guwahati Municipal Corporation.

Sd/-

**Commissioner**  
**Guwahati Municipal Corporation.**

**Guwahati**

**Date: 13/08/2021**

**Memo No: GGR/225/2021/3665**

**-A-**

**Copy to:**

1. The Addl. Commissioner GMC for information.
2. The CA & AO, GMC for information and necessary action.
3. The P.A to the Administrator GMC for kind appraisal of the Administrator, GMC.
4. The Directorate of Information and Public Relation Office, Assam, Dispur with a request for publishing the above notice in one issue at a local daily newspapers.
5. The Software Developer, GMC for information and necessary action.
6. File.

Sd/-

**Commissioner**  
**Guwahati Municipal Corporation.**

**Guwahati**



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**DETAIL QUOTATION NOTICE**

Sealed quotations in a prescribed format (Annexure-I) are invited from reputed Workshop/Garage for “**Empanelment of Approved Garage**” under Guwahati Municipal Corporation.

The quotation has to be submitted at Janxala Branch, Basistha, Guwahati-781029, Assam on or before 2.00 PM of 24/08/2021 and the same will be opened on the same date and venue at 3.00 PM in presence of the bidder or their authorised representative.

**Terms & Condition:**

1. All quotation must be accompanied with an Earnest Money of **Rs. 20,000.00 (Rupees Twenty Thousand)** only, in the form of TDR/FDR from any scheduled Bank duly pledged in the name of Commissioner, Guwahati Municipal Corporation.
2. Quotationer should clearly state the name of work i.e “**Empanelment of Approved Garage**” in Block letters over the sealed envelope with their name and address.
3. The quotationer must submit the valid Factory License, up-to-date Labour License up to date Trade License, acknowledgement of GST registration and photocopies of PAN Card at the time of submission of quotation document failing which quotation will not be considered.
4. Quotationer should submit full postal address and phone/mobile number and e-mail address so that any further information can be sent to them by e-mail.
5. Bidder should submit the details of existing staff including Skilled & Unskilled worker along with the bid and also has to provide workshop area in Sq.ft with parking facility.
6. Quotationer/Garage must have highly equipped tools for repairing of vehicles. List should be submitted
7. The repair work/spare parts have to cover atleast 6 month warranty period.
8. The genuine spare parts have to be fitted after inspection of departmental technician.
9. Vehicles have to repair in urgent with in 7 days from the date of report from department.
10. All the repairing work like F.I.P calibration, lathe work, welding work, leaf spring work should have to be done through the garage /workshop itself.
11. Bills should be Submitted at Janxala Branch, GMC, Basistha Chariali, Ghy-29 after Completion of the work and 100 % payment will be made only after successful delivery of the vehicle.
12. All the documents submitted should be notarized or self attested. .
13. The undersigned reserves the right to accept or cancel any or the entire quotation without showing any reasons there off, without creating any liability whatsoever.

Sd/-  
**Commissioner**  
**Guwahati Municipal Corporation**  
**Guwahati**