

AMRITSAR DEVELOPMENT AUTHORITY

PUDA BHAWAN, SGRD URBAN Estate , Airport Road, AMRITSAR.

DNIQ
D.E. (C)
ADA, Amritsar.

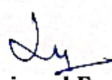
QUOTATION NOTICE

Scaled quotations on percentage rate basis (above or below or at par with DNIT amount) for the below mentioned work are invited from the eligible contractors/ agencies/ Vendors/ suppliers. Scaled quotation will be received up to 12.00 P.M. on dated 22.09.2025. The quotations will be opened in the office of the Additional Chief Administrator, ADA, Amritsar on 23.09.2025 at 1.00 P.M. in the presence of Quotationers or their authorized representatives who may like to be present :-

Sr. No.	Name of Work	Estimated Cost	Earnest Money	Time Limit
1	2	3	4	5
1	Supplying of stationary for Amritsar Development Authority at PUDA Bhawan, SGRD Urban Estate, Airport Road, Amritsar	Rs.2.27 Lac	Rs.4450/-	10 Days

TERMS AND CONDITIONS:-

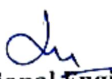
1. Earnest Money drawn in favour of Divisional Engineer(Civil), ADA, Amritsar in Cash or in form of Demand Draft drawn on any schedule Bank payable at Amritsar shall only be acceptable.
2. Conditional/telegraphic and incomplete quotations will not be entertained.
3. If the date of opening of Quotation is declared a public holiday then the quotations will be received and opened on next working day at same time & place.
4. DNIQ and other relevant documents can be seen in the office of undersigned on any working day during office hours or can see on the website www.adaamritsar.gov.in. For any clarification / difficulty regarding e-tendering process they can contact on 84276-26886, 98785-66008.
5. The undersigned reserved the right to reject any or all quotations without assigning any reason.


Divisional Engineer (Civil)
ADA, Amritsar.

Endst.No.ADA/D.E(C)/ASR/2025/ 12249-12259 Dated 10/09/2025

Copy of the above is forwarded to the following for information and necessary action:-

- 1) Chief Administrator, ADA, Amritsar.
- 2) Addl. Chief Administrator, ADA, Amritsar
- 3) Superintending Engineer, ADA, Amritsar.
- 4) Divisional Engineer (PH/ Elect/Hort),ADA, Amritsar
- 5) Account Officer, ADA, Amritsar
- 6) Sub Divisional Engineer (C-2), ADA, Amritsar
- 7) SO(W)/D.H.D., O/o DE(Civil),ADA, Amritsar.
- 8) APRO, PUDA, SAS Nagar for publication in news page
- 9) Notice Board.


Divisional Engineer (Civil)
ADA, Amritsar.

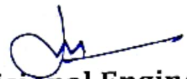


TERMS & CONDITIONS OF DNIQ

1. Sealed quotations on percentage rate basis (above or below or at par with DNIT amount) for the below mentioned works are invited from the eligible contractors/agencies/Vendors/ supplier
2. Earnest Money drawn in favour of Divisional Engineer(Civil), ADA, Amritsar in Cash or in form of Demand Draft drawn on any schedule Bank payable at Amritsar shall only be acceptable. Only EMD of the successful bidders will be refunded after the issue of Work Order. EMD of the remaining bidders will be refunded upon the issue of the Letter of Intent to the successful bidders.
3. Bids for the quotations must be submitted in two envelopes. Envelope-A will contain the Technical information of the bidders such as PAN, GST & EMD. The Envelope B Will contain the Financial Bid. Envelope B of the bidder will be opened only after the technical Clearance of the committee
4. The Quantity of the stationary items can be increased or decreased and payment shall be made according to actual quantity received by the department. .
5. Nothing shall be paid extra for any damaged items due to any reason such as rains, flood, war or any other Act of God.
6. All the taxes imposed by government will have to be paid by the contractor or at the amended rate fixed by the Govt. from time to time will be paid by the agencies. .
7. Rate should be quoted above or below or AT of DNIQ cost and nothing shall be paid extra on account of any Tax or Surcharge etc.
8. Quotations submitted should be valid for acceptance for a minimum period of 90 days from the date of opening of quotations.
9. Conditions Bids will not be accepted.
10. All material shall be arranged by the contractor himself.
11. The arrangement for safe custody of material shall be made by the contractor till the Inspection of Engineer-in-charge
12. If the date of opening of tender happens to be a public holiday, then the tender will be opened on next working day at the same time and place
13. Amritsar Development Authority, reserves the right to reject any or all tenders without assigning any reason.
14. Letter of Intent will be issued to the lowest-successful bidder. After issue of letter of Intent, he will have to deposit 10% of Bid amount as performance security within 5 days from the date of issue of letter of Intent. The performance security will be deposited as bank guarantee with a validity of One month.
15. After issue of the LOI, Successful bidder will submit the samples of each item, which will be got approved from the competent authority. After approval the successful bidder will supply the items as per the work order issued by the department within ten days from the date of issue of work order. If the

agency fails to supply the stationary to the department within the stipulated period, the LOI can be cancelled which will be the sole discretion of the Competent Authority.. Competent authority may also grant time extension for the time period as his discretion.

16. The Engineer-in-charge can either reject the material which is defective. No payment will be made to the contractor for the rejected material.
17. All Conditions given in the Quotation notice will be applicable on the work order.
18. The rates for additional altered or substituted items shall be determined in accordance with
19. Any corrigendum / addendum / corrections, if any shall be published on the website only. The bidders should keep checking the website


Divisional Engineer(Civil)
ADA, Amritsar.

DNIQ for supplying of stationary for Amritsar Development Authority at Bhawan, SGRD Urban Estate, Airport Road, Amritsar

Sr. No	Description of Items	Unit	Qty	Rate	Amount
1	Papers A4 Rim (White Colour Plain 75 GSM 500 pages)	Each	150	220.00	33000.00
2	Papers Legal Rim (White Colour Plain 75 GSM 500 pages)	Each	150	260.00	39000.00
3	Papers A3 Rim (White Colour Plain 75 GSM 500 pages)	Each	3	475.00	1425.00
4	Noting Pad Rim (90 GSM Green Colour Plain 100 pages with single left side border line and Customized Name Printing on top)	Each	100	135.00	13500.00
5	Register 4 Quair (Hard binding with minimum 100 Pages)	Each	20	45.00	900.00
6	Register 2 Quair (Hard binding with minimum 100 Pages)	Each	20	55.00	1100.00
7	Dispatch Register (Hard binding with minimum 350 Pages)	Each	10	440.00	4400.00
8	Diary Register (Hard binding with minimum 350 Pages)	Each	10	440.00	4400.00
9	Slip Pad (Single line pages with minimum 100 Pages)	Each	20	25.00	500.00
10	File cover laminated (Customized Name and Address Printing with lamination on single side)	Each	3000	17.00	51000.00
11	Flaper	Each	3000	6.00	18000.00
12	Envelope 9"X4" (with window) (Customized name and address printing)	Each	2000	1.16	2320.00
13	Envelope 11"X5" (Customized name and address printing)	Each	500	1.44	720.00
14	Envelope 10"X12" (Customized name and address printing)	Each	500	4.00	2000.00
15	Envelope 16"X12" (Customized name and address printing)	Each	200	6.00	1200.00
16	Big Tag Packet (100 Pieces Green Colour Thread)	Each	100	75.00	7500.00
17	Small Tag Packet (1000 Pieces White Colour Thread)	Each	100	400.00	40000.00
18	Daak Pad (Four side folding with thread and rexon cover)	Each	10	55.00	550.00
19	Ball Pen Blue (Butterflow)	Each	100	7.00	700.00
20	Pilot Pen Blue (Pilot V5)	Each	10	65.00	650.00
21	Pilot Pen Red (Pilot V5)	Each	10	65.00	650.00
22	Pilot Pen Black (Pilot V5)	Each	10	65.00	650.00
23	Pilot Pen Green (Pilot V5)	Each	11	65.00	715.00
24	Highlighter (Green)	Each	20	15.00	300.00
25	Highlighter (Orange)	Each	10	15.00	150.00
26	Highlighter (Yellow)	Each	10	15.00	150.00
27	Marker (Big) (Black Colour)	Each	10	15.00	150.00
28	Stapler Pins Box (Small) (1000 Staple pins)	Each	50	7.50	375.00
29	Paper Hole sua	Each	10	30.00	300.00
30	Cutter	Each	10	8.00	80.00
31	Cello Tape (Small)	Each	20	15.00	300.00
Total				RS	226685.00

or say

Rs 2.27 lacs

Note:-

- 1) Being percentage rate DNIQ, the contractor should quote the amount % age below or above or AT PAR the total amount of DNIQ as format given below:-
- 2) In case there is any increase or decrease in item, this % age will remain applicable
- 3) Rate provided in the DNIQ are inclusive of all carriages, taxes etc.
- 4) The rates quoted by the contractor shall be deemed to be inclusive of all taxes/GSTN Nothing extra will be paid on this account.

- 5) Samples of all materials for which IS certification is not available, shall be got approved prior to use from the committee.
- 6) In case the rate quoted in figures and words differ, the lower of two rates shall be considered for comparison of DNIQ as well as for allotment/ payment purpose.


I/We have diligently gone through the DNIQ & quote out rates as under:-

- a) _____%(In figures)below DNIQ _____(In Words)
b) _____%(In figures) above DNIQ _____(In Words)
c) AT PAR with DNIQ _____

Note:- Strike out which is not Applicable

This DNIQ Contains
page 1 to 21

Signed by authorized signatory


Divisional Engineer (Civil)
ADA Amritsar