



GOVERNMENT OF ASSAM
OFFICE OF THE DISTRICT COMMISSIONER::DIBRUGARH DISTRICT
(ADMINISTRATION BRANCH)

No.ADM/Census/2026/29

Date : 11/06/2026

NOTICE INVITING TENDER (NIT)

Sealed quotation affixing court fee stamp of Rs 8.25 (Rupees Eight and Paise Twenty Five) only are hereby invited (Technical and Financial) from the local bidders having eligible, reputed Original Equipment Manufacturers (OEMs) or their authorized dealers/distributors for the supply, installation, and commissioning of Desktop Computer Sets with UPS, Laptops, and All-in-One Printers.


The successful bidder will be required to supply, deliver, install, and test the following hardware at District Commissioner Office (Census Cell), Dibrugarh.

| Sl. No. | Items | Description of the Items | Quantity Required |
|---------|---|---|--------------------|
| 1 | Desktop Computer Set with UPS | <p>Processor: Intel Core i5 / AMD Ryzen 5 (Latest Generation) or higher.</p> <p>Memory (RAM): 16 GB DDR4/DDR5 minimum.</p> <p>Storage: 512 GB NVMe M.2 SSD minimum.</p> <p>Display: 21.5-inch or 24-inch Full HD (1920x1080) LED Monitor.</p> <p>Peripherals: Wired/Wireless OEM Keyboard and Mouse.</p> <p>Operating System: Windows 11 Pro (64-bit) pre-installed and licensed.</p> <p>UPS Backup: 600VA / 360W Line-Interactive UPS with at least 15–20 minutes of backup time.</p> | As per Requirement |
| 2 | Laptop | <p>Processor: Intel Core i7 / AMD Ryzen 7 (Latest Generation) or higher.</p> <p>Memory (RAM): 16 GB minimum.</p> <p>Storage: 1 TB NVMe M.2 SSD.</p> <p>Display: 14-inch or 15.6-inch Full HD, Anti-glare screen.</p> <p>Battery Life: Minimum 6-8 hours of standard operational battery life.</p> <p>Weight: Lightweight / Portable (under 1.8 kg).</p> <p>Accessories: OEM Laptop backpack included.</p> | As per Requirement |
| 3 | Printer with Scanning Facility (All-in-One) | <p>Type: Monochrome / Color Laser Multi-Function Printer (Print, Scan, Copy).</p> <p>Duplex Printing: Automatic two-sided printing required.</p> <p>Scanner Type: Flatbed with Automatic Document Feeder (ADF).</p> <p>Connectivity: High-speed USB 2.0, Ethernet, and Wi-Fi capability.</p> <p>Print Speed: Minimum 30 pages per minute (ppm).</p> | As per Requirement |

General Terms & Conditions:-

- 1) The bidder must have a valid Trade License, GST Registration, and PAN Card.
- 2) Must have a minimum of 3 years of successful experience supplying stationery/printing services to Government Departments, PSUs, or Autonomous Bodies.
- 3) The firm must not be blacklisted or debarred by any Central/State Government entity.
- 4) The bid must be submitted in two separate sealed envelopes—Envelope-A (Technical Bid) and Envelope-B (Financial Bid)—enclosed inside a larger outer envelope superscribed:
- 5) The sealed quotation must be dropped in the Tender box placed at the Office of the District Commissioner, Dibrugarh latest by 26/06/2026 upto 03:00 P.M.
- 6) The quotation will be opened on the same day i.e. 26/06/2026 at 4:00 P.M. at the Office of the District Commissioner, Dibrugarh in presence of bidders/ representatives.
- 7) Legal Jurisdiction of any dispute will be within Dibrugarh District only.

- 8) Tender documents and detailed item-wise specifications can be obtained from the Office of the undersigned.
- 9) **Preference will be given to registered agencies/firms having their primary/head Office locally situated within Dibrugarh District, Assam, to ensure seamless Administrative coordination and immediate availability of backup support.**
- 10) The undersigned reserves the right to increase or decrease quantities, or to accept or reject any or all bids without assigning any justification.



District Development Commissioner
cum
Chairperson
Tender Opening Committee
Dibrugarh

Date : 11/06/2026

Memo No. ADM/Census/2026/29 - A

Copy to:-

1. The Director, Directorate of Census Operations Assam, Bhangagarh- for kind information.
2. The Addl. Secretary to the Govt. of Assam, General Administration Department, Dispur, Ghy- 6 for kind information.
3. The DIO, NIC, Dibrugarh - for information and necessary action for uploading the notice in District Website.
4. The DIPRO, Dibrugarh - for information and necessary action for wide publicity of the same through Newspaper and social media.
5. Notice Board, D.C Office, Dibrugarh.
6. Office file.


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