

Tender Committee

Functions :

1. The committee announces tenders, including e-tenders, in simple and clear language, specifying sizes, amounts, and quality for items or services the college needs—such as tools, furniture, or building work—on the college website, e-tendering portals, or in newspapers as required.
2. The Committee offers suggestions regarding all procurements through GeM.
3. The committee evaluates every supplier's offer, including those submitted through e-tendering platforms, to ensure they align with the college's budget and requirements.
4. The committee verifies that the items or services offered match the college's specifications exactly as requested in the tender documents.
5. The committee ensures the tendering process, including e-tendering, is transparent, fair, and complies with Assam government regulations, preventing any fraudulent practices.
6. The committee selects the supplier offering the lowest price or best value, provided they meet delivery and quality standards, whether through traditional bids or e-tender submissions.
7. The committee reviews and approves the contract or purchase order with the selected supplier, ensuring all terms are clear and agreed upon, including for e-tender awards.
8. The committee monitors the supplier's performance to ensure timely delivery and adherence to the promised quality and terms, as outlined in the tender or e-tender agreement.
9. The committee maintains detailed records of all bids (both physical and electronic), decisions, and contracts for audits, accountability, or future reference.
10. The committee adheres to Assam's tender laws, college policies, and platforms like GeM (Government e-Marketplace) when applicable, fully integrating e-tendering processes where specified.

Committee

Chairman: Principal

Coordinator: Mr. Sanjib Hazarika

Members: Mr. Uttam Kumar Doley, A.E. (building)

Mr. Debajyoti Buragohain

Mr. Rajumoni Bhuyan

Dr. Sankar Patowari

Ms. Priyanka Das