



GOVERNMENT OF ASSAM  
SECRETARIAT ADMINISTRATION DEPARTMENT  
DISPUR :: GUWAHATI-6

Block-A, Ground Floor, Janata Bhawan, sad.assam@gov.in, sad.assam.gov.in

No. S(E)22/93/Pt./143

Dated Dispur, the 6<sup>th</sup> September, 2019.

OFFICE MEMORANDUM

In supersession of the earlier Office Memorandum vide No. ABP.299/77/Pt.-I/68, dtd. 14-02-1990, Government of Assam have decided to provide uniform which includes Safari Suit, Shoes and Socks to the Drivers of Janata Bhawan, Dispur as per the following norms and procedure :-

- (1) Each Driver of Janata Bhawan will be provided 2 (two) pairs of uniform (i.e. 2 pants and 2 shirts) including 1 (one) pair of shoes and 1 (one) pair of socks once in every two years.
- (2) Assam Small Industries Development Corporation Limited, Bamunimaidan, Guwahati-21 will be appointed as the supplier of the uniform, shoes and socks to be provided to Drivers of Janata Bhawan.
- (3) The above mentioned uniform, shoes and socks will be made to individual measurement which will have to be obtained from the office of Janata Bhawan before placing order. Cloth and other materials should be as of the approved sample.
- (4) The material must be according to the sample and any material which is not according to the sample will be rejected and the replacement of the same must be made by the Corporation without any extra cost.
- (5) The supplier will have to supply the complete uniforms, shoes and socks within 15 (fifteen) days from the date of issue of supply order.

Besides all of the above, it is also to be laid down that Govt. reserves the right to cancel the contract at any time within the period of the contract if it is found that supply is not upto the standard as contracted for and further that terms and conditions of the contract have been violated.

Sd /- Debajyoti Hazarika, ACS  
Secretary to the Govt. of Assam,  
Secretariat Administration Deptt.

Memo No. S(E)22/93/Pt./143-A

Dated Dispur, the 6<sup>th</sup> September, 2019.

Copy to :-

- (1) P.S. to Commissioner & Secretary to the Govt. of Assam, Secretariat Administration Department, Janata Bhawan, Dispur for kind appraisal of the Commissioner & Secretary.
- (2) The Treasury Officer, Dispur, Guwahati-6 for information.
- (3) The Managing Director, Assam Small Industrial Development Corporation Ltd., Bamunimaidan, Guwahati-21 for information.
- (4) Sectt. Admn. (Accounts) Department, Dispur for information.
- (5) Finance (EC-III) Department, Dispur for information.
- (6) Office copy.

By order etc.

Deputy Secretary to the Govt. of Assam,  
Sectt. Admn. (Estt.) Deptt., Vehicle Cell