

Government of Tripura
Office of the Inspector of Schools
Charilam , Sepahijala , Tripura
(Phone : 03812999893 , Email : ischarilamdm@gmail.com)

No.F.6(16)/Samagra/LPC/IS-CLM/2024/859.

Dated , Charilam ,the 09/ 01/ 2025

Notice Inviting Quotation

On behalf of the Government of Tripura the Inspector of Schools , Charilam invites short quotations in sealed cover from bonafide , resourceful suppliers , Authorized dealers , supply agencies for procurement of wooden furniture i.e. Joint Benches , Wooden Chairs etc. for different schools under Charilam Block , Sepahijala , Tripura as per the terms & conditions.

The intending Tenderer should quote the rates as per prescribed format enclosed as **Annexure - B** & duly filled in **Annexure - A** format along with relevant documents . Any incomplete Tender will summarily be rejected. The list of required **Furnitures** are as follows :

SL No	Name of Articles	Specification
1	Joint Bench (Wooden - 6 legs)	Hight : 2.5 ft. Length : 3 ft. breadth : 2.5 ft.
2	Wooden Chair (Arm less)	Default size
3	Wooden Table with drawers	Hight : 2.5 ft. Length : 2.5 ft. breadth : 2 ft.

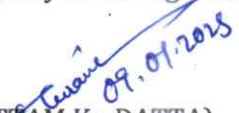
The Tender Box will be kept opened for dropping of Tender by the intending Tenderer in the office of the undersigned from **09/01/2025 to 15/01/2025** from 10.00 AM to 4.00 PM , except Govt. Holiday and the box will be opened on the **last day at 4.00 PM** , if possible. If the last date of Tender dropping /Opening of Tender becomes paralyzes due to any unforeseen reason , the next working day will be the last date of Tender dropping /Opening of Tender Box .

Following terms & Conditions will be applicable:-

1. One person / Agency will drop one quotation only .
2. The rate quoted should be inclusive of all charges and GST, no extra charges shall be given above the rate offered .
3. Specification as well as the configuration are required to be strictly as per requirement of the indenter.
4. The lowest bidder will be qualify for supply the materials but becoming lowest bidder will not be the criteria for awarding the purchase order unless the rates are reasonable and justified . if the 1st lowest bidder fails to supply than the undersigned has the right to call 2nd & 3rd lowest bidder to supply the same .
5. Supply order will be issued after getting approval from Lower Purchase Committee (LPC) .
6. Materials should be received in good condition. The receiving authorized staff of this office shall reserve the right to check the quantity & quality of materials to be supplied For any damage to the materials supply to this end , compensation shall be borne by the supplier .
7. Materials should be recently manufactured and with at least 1(one) year manufacturing warranty .
8. The sealed covers should be super scribed by the words as " **SUPPLY OF FURNITURE FOR CHARILAM I/S OFFICE** "

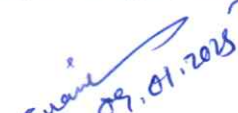
(Signature)
09/01/2025

9. Supply should be completed within 10(Ten Days) at the office of the undersigned from the date of receipt of supply order .
10. Bill will be raised in triplicate by obtaining certification from GENERAL Store –in-charge for quality checking .
11. Rate should be quoted (both figure & word) for each item separately inclusive of all inevitable taxes if any and carrying loading & Un-loading shall be borne by supplier .
12. Applicable taxes as per Govt. Norms (GST,VAT/Income Tax along with surcharge , etc) if any will be deducted from the bill .
13. The intending bidders shall have to enter all details in Annexure – A and have to quote rate both in figure and word as per given format in Annexure – B only .
14. The intending bidder have to enclose the following documents self attested along with Annexure – A & B :
 - i) Nationality Certificate of Intending Bidder .
 - ii) Up to date Clearance Certificate of Income Tax / SST /GST .
 - iii) GST Registration Certificate .
 - iv) NGO registration Certificate or Agency registration certificate for SHGs , PACS and license for suppliers
 - v) Photo copy of PAN card .
15. Any instance regarding violation of any of the above conditions (1 to 14) by the successful Quotationer or any of his staff shall lead to cancellation of the agreement.
16. The undersigned reserves the right to terminate the contract given to the successful quotationer by giving 15 days notice.
17. The undersigned reserved the right to accept or reject any quotation fully or party including the lowest one without assigning any reason thereof.


 (UTTAM Kr. DATTA)
 Inspector of Schools
 Charilam , Sepahijala , Tripura

Copy to:

1. The Director ,Elementary Education (School) Department , 3rd Floor ,Shiksha Bhawan , Office Lane , Agartala,Tripura(W) for kind information .
2. The Director, Information & Cultural Affairs Department, Govt. of Tripura, Agartala for kind information and requested to kindly arrange for publication of the above tender in the 3 (three) leading local news papers.
3. The Director, Information & Technology ,Govt. of Tripura, Agartala for kind information and with a request to float the notice at Tripura State Potral www.tripura.gov.in.
4. The District Magistrate & Collector , Sepahijala kind information & with a request to allow space in office notice board & web portal for displaying the same .
5. The SDM , Bishalgarh , for kind information and with a request to publish in office Notice Board.
6. The District Education Officer ,Sepahijala District Zonal Office, Bishramganj, Sepahijala,Tripura for favour of information a request to publish in office Notice Board.
7. The Block Development Officer ,Charilam RD Block , Charilam for kind information and request to publish in their office Notice Board.
8. The CDPO , Bishalgarh (Member of LPC Committee , O/o the I/S Charilam) for kind information and request to publish in their office Notice Board.
9. The Inspector of Schools , Bishalgarh / Jampuijala / Nalchar/ Sonamura / Kathalia / Baxonagar , for kind information and request to publish in their office Notice Board.
10. The Account Section, O/o the Inspector of Schools for kind information.
11. The Notice Board, O/o the Inspector of Schools .


 (UTTAM Kr. DATTA)
 Inspector of Schools
 Charilam , Sepahijala , Tripura

To,
Inspector of Schools
Charilam , Sepahijala ,
Tripura

Subject : Submission of quotation of various **wooden furniture** i.e. Joint Benches , Wooden Chairs etc. for
different schools under Charilam Block , Sepahijala .

Reff. No. No.F.6(16)/Samagra/LPC/IS-CLM/2024/

Dated :.....

TECHNICAL DETAILS

SL No.	Particulars	To be filled by the tenderers (Bidders) with the sequence of enclosure
1	Name	
2	Address (Enclose copy of Nationality Proof)	
3	Contact Number	
4	Agency Registration Number (copy to be enclosed)	
5	PAN / TAN number (copy to be enclosed)	
6	Whether terms and conditions of the quotation is acceptable or not .	
7	Whether bidder is blacklisted by any Government Department (Yes/ No)	
8	Bank Details	AC No :
		Bank Name :
		Adhar No :

Declaration

I , Sri.S/o
Owner of /on behalf of my agency do herewith declare that , I have accept all the terms & conditions
of the tender issued by the inspector of Schools , charilam .

Signature

Date :
Place :

Handwritten signature

To,
Inspector of Schools
Charilam , Sepahijala ,
Tripura

Subject : Quotation of Supply of various various **wooden furniture** i.e. Joint Benches , Wooden Chairs etc.
for different schools under Charilam Block , Sepahijala .

Reff. No. No.F.6(16)/Samagra/LPC/IS-CLM/2024/

Dated :.....

QUOTATION

SL No.	Name of Items	Specification/Brand	Quoted Rate / unit (inclusive all tax & charges)	
			In Figure	In words
1	Joint Bench (Wooden - 6 legs)	Hight : 2.5 ft . Length : 3 ft . breadth : 2.5 ft.		
2	Wooden Chair (Arm less)	Default size		
3	Wooden Table with drawers	Hight : 2.5 ft . Length : 2.5 ft . breadth : 2 ft.		

Date :
Place :

Signature