

Government of Tripura  
Office of the Block Mission Manager  
Block Mission Management Unit of TRLM  
Dukli RD Block: West Tripura  
Email: [bmmu.dukli.trlm@gmail.com](mailto:bmmu.dukli.trlm@gmail.com)

F.No.20-2(3)-BMMU/DKL/TRLM/Procurement/2025-26/567(A)

Date: 03/05/2025

**"SHORT NOTICE INVITING SHORT QUOTATION"**

Sealed quotations are hereby invited from the bonafied and resourceful Self Help Group (SHG)/Village Organization (VO) minimum 1(one) year old, registered under TRLM for supplying and serving of homemade cooked food like Tiffin, Lunch, Dinner and package drinking water at O/O the Block Mission Management Unit, Dukli, who will arrange mandated activities within geographical boundaries of BMMU Dukli. The items included in tender documents shall be provided by selected SHG/VO for residential/Non-residential training, meeting, workshop, orientation programmes, briefing, debriefing sessions etc.

The rate should be quoted both in figures & words as prescribed pro-forma enclosed. The undersigned having the right to reject any quotation or contract at any time without assigning any reason.

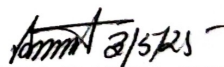
The stated sealed quotation should be dropped in the Tender Box kept in the chamber of the Block Mission Manager (BDO), Dukli RD Block and from 03/05/2025 to 19/05/2025 up to 12:00 PM (office hours and office days only, excluding holidays)

The tender will be opened on 19/05/2025 at 3:00 PM in the presence of the bidders/authorized representatives who are willing to remain present at the time of opening of the quotation along with the LPC Member of the Block.

**Term & Conditions:**

1. SHGs who are graded as category "A" SHG based on their internal lending, maintenance of Books of records etc & also the SHGs must be situated under the Jurisdiction of BMMU Dukli R.D Block shall only be eligible for getting the work defined in this tender documents.
2. The contract will be valid for 1 (one) year initially, which may be extended upto 3 (three) year on the basis of satisfactory completion of the initial work period under the same terms, conditions and rates.
3. Quality and Quantity aspects of all cooked food must be strictly adhered to. If any genuine complaint is received for quality/quantity etc. from any corners, the undersigned reserved the right to take strict action against the concerned bidder
4. The bidders should submit all the below mentioned documents :
  - i) Registration certificate of the SHG issued by Block Mission Manager.
  - ii) GST registration may submit after the selection of the SHG/VO/CLFs.
  - iii) PAN Card
  - iv) If GST, PAN is not available, then the selected SHG, VO, CLF has to submit the same within 2 months after receiving the work order.
  - v) Copy of grading sheet certified by the Block Mission Coordinator.
5. All the food items should be fresh and without pest, cooked food must be fresh, hygienic, hot palatable within the rate quoted by the party.
6. Cooked food items must be supplied as per choice of the undersigned and by changing of menu (within the accepted price) basis

7. The cooked food items must be served on the dining table/ self-serve system/ packing in silver foil box as per the requirement of the concerned official/ undersigned. No additional cost will be sanctioned for this packaging.
8. Utensils for cooking, serving of food (like Dish/ glass for drinking water/bati/spoon etc.), have to be arranged in sufficient numbers by the contractors at his own cost.
9. The delivery of the food is to be made to the place/ Location which will be mentioned in supply order, at their own cost.
10. The SHG who stand L2 & L3 in financial bid will also get the opportunity to deliver food, if they provide the item at L1 bidder rate, In that case, 3 SHG will be empanelled for the delivery of the food item. Food supply order will be issued to SHG as per the requirement of TRLM.
11. Bill may be raised in duplicate to the undersigned for arranging Payment after completion of the supply of the items.
12. If the selected party fails to supply and serve Tiffin, Drinking water, Lunch, Dinner as per demand of the undersigned in-time vide Annexure- I, the authority may cancel the agreement.
13. Quality and Quantity aspects of all cooked food must be strictly adhered to. If any genuine complaint is received for quality/quantity etc. from any corners, the undersigned may take strict action on the concerned bidder.
14. The undersigned reserves the right to terminate the contract within the period of agreement by giving 15 (fifteen) days prior notice without assigning any reason.
15. No advance will be given to the bidder in this regard.
16. The actual quantity of supply of food items may vary from the tentative quantity. Payment shall be made as per the actual quantity supplied.
17. Rate should be quoted both in digits and words.
18. Applicable tax(IT/GST) shall be deducted from the bill.

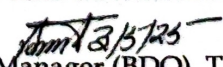
  
(SUSANTA DATTA, TCS)  
Block Mission Manager (BDO), TRLM  
Dukli, RD Block, West Tripura

**Copy to:**

1. The DMM (DM & Collector), West Tripura for kind information
2. The PM(MIS) for information and to publish the same in Rural Development Department website(rural.tripura.gov.in) and TRLM (trlm.tripura.gov.in)
3. The CDPO/SA/AAO/TA of this Block (Member of LPC Committee, Dukli RD Block) for information with a request to remain present in the chamber of the u/s on 01/05/2025 at 3:30 PM.
4. The BMC,CC for information & take necessary action.
5. Notice Board, Dukli RD Block for wide publication.

**Copy also forwarded to:**

1. The Chairman/Vice-Chairman, Dukli Panchayat Samiti for kind information.
2. The All Pradhan/Upa-Pradhan under Dukli RD Block for kind information.

  
Block Mission Manager (BDO), TRLM  
Dukli, RD Block, West Tripura



## ANNEXURE-I

Statement showing the details of menu of food & package drinking water to be supply by the contractor/ vendor after finalization of tender:

Sl.No.	Name of items	Specification	Unit Cost (including taxes and carrying charge)	Enclosures	Remarks
01	02	03	04	05	06
01	Morning Refreshments	Tea/Coffee & Biscuit	To be filled by the bidder	Valid certificate along with Pan, GST, Grading Certificate	Only SHG Under BMMU DUKLI To Participate
02	Breakfast	Atta Roti/Puri with Sabji, Tea/Coffee & Biscuit			
03	Evening Snacks	Tea, Biscuit, Sweet & Samosa/Patties			
04	Lunch Packet	Veg Meal (Rice,Dal,Pokora/Kumuri/Bhaji, Paneer, Seasonal Mix Veg,Salad & Papad)			
05	Lunch Packet	Chicken Meal (Rice,Dal,Pokora/Kumuri/Bhaji, Seasonal Mix Veg, Chicken Curry, Salad & Papad)			
06	Lunch Packet	Fish Meal (Rice,Dal,Pokora/Kumuri/Bhaji, Seasonal Mix Veg, Fish Curry, Salad & Papad)			
07	Lunch Packet	Egg Meal (Rice,Dal,Pokora/Kumuri/Bhaji, Seasonal Mix Veg, Egg Curry, Salad & Papad)			
08	Chicken Biryani	Full			
09	Chicken Biryani	Half			
10	Water Bottle	500 ml			
11	Water Bottle	1 ltr.			
12	Water Jar	20ltr.			

20/01/23  
(Shri Susanta Janta, TCS-11)  
Block Mission Manager  
Block Mission Manager  
Dukli R.D. Block, West Inpura.