

# Election Department

(Office of the Chief Electoral Officer, Tripura : Agartala)

Old Secretariat Complex, Akhaura Road, Agartala, West Tripura-799001

No.F.15(3)-CEO/STORE/LS-2024

5875-78

Dated, the 25<sup>th</sup> September, 2023

## NOTICE INVITING TENDER

Sealed Tenders are hereby invited on behalf of Chief Electoral Officer, Tripura, Agartala from registered Traders / Suppliers / Vendors for supply of the below listed items as per the prescribed format in connection with upcoming General Election to Lok Sabha, 2024:

Sl No	Name of Item	Quantity Required	Rate per Unit (in/c Tax)	Total Amount (Rs)
1	Plastic Container with Lid [Size : 14"x10"x5" (LxBxH)]	2100 Nos.		
2	Plastic Container with 16 nos. Pigeonholes (4x4)[Size of each compartment : 6"x4"x4" ]	70 Nos.		

A copy of detailed Notice Inviting Tender containing Specification, Terms & Conditions may be collected from the Store section of this Department on or before 18<sup>th</sup> October, 2023 upto 3.00 PM on any working day.

Item wise details along with the Terms & Conditions of the aforesaid tender are also available in the office website [www.ceotripura.nic.in](http://www.ceotripura.nic.in) as well as in [www.tripura.gov.in](http://www.tripura.gov.in). Interested bidders are requested to visit the website or contact the Store section of this office.

  
(U.J. Mog)

Addl Chief Electoral Officer  
Tripura

Copy to :

1. The Director, Information, Cultural Affairs, Tripura, Agartala. He is requested to arrange for publication of the above noted Notification at least 2 (two) local dailies. 2 Nos. of spare copies of the Notification are sent herewith for the purpose.
2. The Director, Information Technology, Indranagar, Agartala Tripura. He is requested to arrange to upload the NIT along with the Terms & Conditions in the State Portal.
3. The Dy.CEO(IT) with a request to publish the same in CEO,s website.
4. Notice Board of this office.

  
(U.J. Mog)

Addl Chief Electoral Officer  
Tripura

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(Office of the Chief Electoral Officer, Tripura : Agartala)  
Old Secretariat Complex, Akhaura Road, Agartala, West Tripura-799001

No.F.15(3)-CEO/STORE/LS-2024/ 587A

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### **Terms & Conditions of the Tender :**

- 1) Materials are to be supplied within 10 (Ten) days from the date of issue of supply order to the O/o the Chief Electoral Officer, Old Secretariat, Agartala.
- 2) No advance payment would be made. Payment would be made only on receiving the item in good & satisfactory condition.
- 3) Valid Trade License, PAN card, GST Registration Certificate, Bank A/c No along with IFSC code & Bank details are to be submitted.
- 4) Any previous experience in supply of similar items may be stated. Vendors should provide & attach list of reputed customers dealt with.
- 5) Quoted rate per unit should be both in word as well as in figure. The rate must be included of all Taxes & Delivery Charge if any.
- 6) Parties shall be selected separately for each item on the basis of the lowest rate.
- 7) Earnest Money Deposit (EMD) of Rs 30000/- (Rupees Thirty Thousand only) in the form of Deposit at Call (D/Call) / Demand Draft (DD) drawn on any nationalized bank should be deposited in favour of Deputy Chief Electoral Officer (IT), Election Department, Tripura, Agartala along with the tender document.
- 8) EMD of all bidders other than that of the lowest bidder(s) would be released after placing of supply order. EMD of the lowest bidder(s) would be released after satisfactory supply of all the required items.
- 9) In case the selected bidder fails to supply all the item(s) within the stipulated time, the EMD will be forfeited.
- 10) Taxes would be deducted at source as per norms.

- 11) Any defective/ sub standard item to be replaced by the successful tenderer within 3 (three) days at his own cost & risk.
- 12) Any incomplete tender would be treated as informal.
- 13) Detailed postal address along with pin code & contact no. must be provided for easier communication.
- 14) If 1<sup>st</sup> lowest bidder fails to supply materials or disagree subsequently to supply materials, the tendering authority reserves right to take decision about the supply of materials to 2<sup>nd</sup> lowest or any other Agency/Agencies for supply the materials in the lowest rate/ 2<sup>nd</sup> lowest rate.
- 15) Sealed Tenders indicating the tender notice no. can be submitted on all working days during office hours in the **O/o the Chief Electoral Officer, Election Department, Agartala, West Tripura.** Last date of submission of tender is 18/10/2023 upto 3.00 PM.
- 16) All tenders to be opened on 18/10/2023 at 4.00 PM if possible.

  
(U. G. Mog)

Addl Chief Electoral Officer  
Tripura