

GOVERNMENT OF TRIPURA
OFFICE OF THE BLOCK DEVELOPMENT OFFICER
LALJURI R.D BLOCK, NORTH TRIPURA

No.F.4 (7-5)/BDO/LJR/PANCH/15FC(BAC)CORRES/2023-24/.1413-21.....

17/10/2025

SHORT NOTICE INVITING QUOTATION

On behalf of the Governor of Tripura, the undersigned invites **Short Notice Inviting Quotation (SNIQ) for supply of Items mentioned below under Laljuri RD Block, North Tripura** during the Financial Year 2025-26 from local registered traders/Co-operatives & other eligible bidders / suppliers who have experience of providing such items to the different Govt. offices and autonomous bodies. The details of items, terms & conditions and specifications are laid down below and are also available in the office of the BDO, Laljuri R.D Block. The interested bidders may inspect these documents by visiting the office of the undersigned up to 6th November, 2025 (during office hours only except holidays).

The tender box will be kept opened for dropping of Tender by the intending tenderer/bidder in the office chamber of the undersigned **from 17/10/2025 to 06/11/2025 up to 3:00 PM except Govt. holidays** and the box will be opened on the last day at 3.00 pm (if possible) in presence of the bidders/authorized representatives who are willing to remain present at the time of opening of the quotation. If the last date of Tender dropping/opening of Tender paralyzed due to any unforeseen reason, the next working day will be the last date of dropping/opening of Tender Box.

Details of Item

Sl. No.	Name of Items	Approximate Quantity	Required Model / Brand / Technical Specification
1.	Inverter (Battery with UPS Machine)	2 (two) nos.	Luminous 200ah Tall Tubular Battery with 1100VA Machine
2.	Desktop Computer	5 (five) nos.	HP 13th Gen intel Core i3 (13100), 8gb RAM, 512gb SSD, Chipset intel H770, 21 inch Monitor, Win 11 Pro, Wired Keyboard & Mouse, Licensed MS Office 2024, 3 years onsite warranty
3.	Laser Printer B/W	2 (two) nos.	HP Laser jet Pro P1108 Plus
4.	Color Printer	2 (two) nos.	Canon PIXMA Ink Efficient G3010
5.	High Speed Scanner	1 (one) no.	HP Scan Jet Pro 2000 s2 Sheet-feed Scanner
6.	UPS 600 VA	5 (five) nos.	Microtek 600 VA
7.	Laser Printer Cartridge 12A	7 (seven) nos.	Produt or equivalent good quality brand
8.	Laser Printer Cartridge 88A	7 (seven) nos.	Produt or equivalent good quality brand
9.	Laser Printer Cartridge 925	7 (seven) nos.	Produt or equivalent good quality brand
10.	Laser Printer Cartridge 137A	4 (four) nos.	Produt or equivalent good quality brand
11.	Laser Printer Cartridge 071	10 (ten) nos.	Produt or equivalent good quality brand

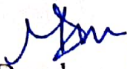


12.	Color Printer ink (all color)	5 (five) set	Pixma 790 BK, M, C, Y
13.	Android Mobile 5G	2 (two) nos.	Redmi 15 5G Midnight Black 8GB + 256GB Segment's Largest 7000mAhA Battery Segment's Largest Display 17.53cm(6.9) Up to 144Hz Snapdragon 6s Gen 3 18W Reverse Charging 50MP AI Dual Camera
14.	HP Laser Jet Tank MFP 2606dn ink	3 (three) nos.	158A (W1580A) from any good brand


 17.10.25
 Block Development Officer
 Laljuri RD Block
 North Tripura
 Block Development Office
 Laljuri RD Block, Tripura (N)

Terms & Conditions

1. One sealed cover envelop shall be superscripted by the expression **"Short Notice Inviting Quotation (SNIQ) for supply of mentioned items at Laljuri RD Block, North Tripura"**.
2. The rate should be quoted in both words and figure for each and every item separately inclusive of all inevitable taxes, transportation charges, cost of fitting and fixing & other service charges etc. if any as per 'Annexure-C'.
3. The rate should be including GST.
4. The intending bidder must submit photo copy of **PAN Card, AADHAAR Card, GST Registration Certificate, and TAX Clearance Certificate for the year 2024-25, Cancelled Cheque etc.** along with bid documents.
5. The Supply order will be placed by this Office after successful bidding.
6. The selected supplier shall have to supply the items to the office of the Block Development Officer, Laljuri R.D block within 7 working days from issuance of supply order.
7. The tender period may be extended if authority desires.
8. In case, the qualities of the articles supplied are found Sub-standard/inferior, the supplier will be liable to replace such items within next 03 days at their own cost.
9. No items/ materials shall be accepted beyond the supply order and agreed rates of materials which is not included in the tender document.
10. Payment will be made only after successful delivery of goods.
11. In-case of high fluctuation of rates in the market during the contract period, the BDO reserves the right to cancel the agreement and may call afresh tender with intimation to the supplier.
12. Any item may be struck off /out by the undersigned even after finalization of rate and bid.
13. The quantity to be supplied may increase or decrease even after finalization of bid.
14. All statutory deductions shall be made from bills i.e payment shall be inclusive of taxes.
15. The undersigned reserves the right to reject part or full quotation including the lowest one without assigning any reason.


 17.10.25
 Block Development Officer
 Laljuri RD Block
 North Tripura
 Block Development Office
 Laljuri RD Block, Tripura (N)



Copy to: -

1. The Director, ICAT, Government of Tripura for kind information with request to arrange to publish in 3(three) local dailies in single insertion.
2. The Director, Information & Technology Deptt., Govt. of Tripura, Agartala, West Tripura with request to float the tender at Tripura State Portal www.tripura.gov.in.
3. The Technical Director & DIO, NIC, North Tripura District, Dharmanagar for kind information with a request to display the notice in District Website please.

Copy also forwarded to:-

1. The District Magistrate & Collector, North Tripura, Dharmanagar for favour of your kind information please with a request to display in the notice board.
2. The Sub-Divisional Magistrate, Dharmanagar/Kanchanpur/Panisagar, North Tripura for kind information please with a request to display in the notice board.
3. The BDO, Jampui Hill/Dasda/Damcherra/Paniagar/Yubarajnagar/Kadamtala/Kalacherra, North Tripura for kind information with a request to display in the notice board.
4. The Superintendent of Agriculture, Kanchanpur, North Tripura (Member of LPC) for kind information and necessary action please.
5. The Superintendent of Fisheries, Kanchanpur, North Tripura (Member of LPC) for kind information and necessary action please.
6. Notice Board of this office for wide publication.

[Signature] 17.10.25
Block Development Officer
Lalpur R.D. Block
North Tripura
Lalpur R.D. Block Tripura (N)

(Prescribed Pro-forma)

To
The Block Development Officer
Laljuri R.D Block, Kanchanpur
North Tripura.

Subject: - Submission of quotation for "supply of mentioned items" at Laljuri RD Block, North Tripura.

Ref: - SNIQ No.

Sir,

In reference to the subject quoted above, I am submitting the rates for items listed in the Annexure-A of the SNIQ as per terms and conditions:

My Name (Capital Letters):-

My Address:-

My Mobile Number:-

Address of Shop / Selling units:-

List of Enclosures: -

DECLARATION: - I do hereby declare that I personally gone through the DNIT and understood all the clauses, terms & conditions and agreed to abide by it.

Enclo: - As Stated.

Dated: -

Yours faithfully

Place: -

(Signature of bidder with
Date and seal)



Annexure-C

Format for quotation of rate for supply of mentioned items at Laljuri RD Block, North Tripura

Sl. No.	Name of Items/Service	Unit	Item Wise Quoted Rate (inclusive of all Taxes)
1.	Inverter (Battery with UPS Machine)	1(one) no.	
2.	Desktop Computer	1(one) no.	
3.	Laser Printer B/W	1(one) no.	
4.	Color Printer	1(one) no.	
5.	High Speed Scanner	1(one) no.	
6.	UPS 600 VA	1(one) no.	
7.	Laser Printer Cartridge 12A	1(one) no.	
8.	Laser Printer Cartridge 88A	1(one) no.	
9.	Laser Printer Cartridge 925	1(one) no.	
10.	Laser Printer Cartridge 137A	1(one) no.	
11.	Laser Printer Cartridge 071	1(one) no.	
12.	Color Printer ink (all color)	1(one) set	
13.	Android Mobile 5G	1(one) no.	
14.	HP Laser Jet Tank MFP 2606dn ink	1(one) no.	

Full Signature of the Bidder