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GOVERNMENT OF TRIPURA  
**DIRECTORATE OF INFORMATION TECHNOLOGY**

ITI Road, Indranagar, Agartala – 799006

April, 2025

**Short Notice Inviting Quotation**

Rate Quotations are invited from vendors/ agencies for preparation of PVC ID cards for Officers/ officials. Required specifications are listed below: -

No.	Required Items	Unit price (in Rs.)	Qty Required	GST @ percentage	Total (in Rs.)
1	PVC ID Card with neck strap		250 (approx.)		
<b>Required Specification</b>					
<b>Card</b>					
Flexible PVC card					
Size Standard - 85.60 mm (3.370 inch) x 53.98 mm (2.125 inch)					
Finish: Distinct, Semi-gloss, round corner card of 3 mm radius					
Water proof printing					
<b>Strap</b>					
Material: Satin Finish Ribbon					
Distinct Multicolor Printing					

**Terms & Conditions**

- Interested vendor/ agencies may submit their rate quotations specifying taxes etc
- Bidder should submit last financial year ITR.
- Bidder must have registered office in Tripura State (Not less than 3 years). Copy of trade license to be enclosed.
- Bidder should submit some previous printed ID cards with their rate quotation.
- The bidder should submit sample printed card. Order will be finalized after approval of design and material by the authority.
- Last date of submission of rate quotation is on or before **14:00 hours of 22/04/2025** along with following documents
- Bidders should submit GSTN registration no./ PAN Card.
- DIT reserves the right to accept or reject, in full or in part, any or all the offers without assigning any reason whatsoever. DIT does not bind itself to accept the lowest or any bid and reserves the right to reject all or any bid or cancel the NIQ without assigning any reason whatsoever. DIT also has the right to re-issue the NIQ without the vendor having the right to object to such re-issue

(Jeya Ragul Geshan B., IFS)  
Director, IT