

**GOVERNMENT OF TRIPURA**  
**OFFICE OF THE BLOCK DEVELOPMENT OFFICER**  
**SATCHAND R.D. BLOCK, SOUTH TRIPURA**

NO.F.12 (76)-EO/BDO/STC/PS/2018-19/ 535

Dated:-28/06/2022

**SHORT NOTICE INVITING QUOTATION**

On behalf of the Governor of Tripura, the undersigned invites sealed quotation for procurement of below mentioned items as mentioned in table-1 under Satchand R.D. Block, South Tripura in connection with smooth running of office works during the financial Year 2022-23 from registered Authorized dealer from Tripura. **The supplier should mention brand name of items specifically in the appropriate column No.4. The specification of the items has to be mentioned by the supplier in a separate sheet along with their bid documents.** Format for bid submission is given at **Annexure-I**.

**Table 1:**

Sl. No.	Item	Specification	Quantity
1	Desktop computer of reputed brand with monitor	CPU 6 core with minimum 3.4 GHz or above, 8 GB DDR4 RAM, 1 TB 7200 RPM HDD or 500 GB SSD, 6 USB port, 1 HDMI port, 1 VGA port, 10/100 baseTX Ethernet port, OS Windows 10/11 home or higher, MS office 2019 home or higher, 19 inch or higher same brand LED monitor or higher.	5
2	Printer	All-in-one laser printer with print, copy, scan facilities and also 88A/925 laser toner compatible.	3
3	Inverter with battery	1200 VA Sine wave Inverter with minimum 150AH tubular battery	2
4	CC Camera	8CH 2MP XVR, 8 Pcs 2 MP IP Camera, 1 TB surveillance HDD with installation & all fitting accessories (Power supply, CAT6 cable etc.)	1
5	Almirah	Steel office almirah, height- 1950 mm or higher with min 4 shelves, metal door with lock system, sheet thickness 0.8 mm (min), Material- M.S sheet conforming to commercial quality CR- 1.	5
6	VIP chair	Non-revolving VIP arm chair	10

**The rate should be quoted both in figures & words as per prescribed pro-forma enclosed.** The bidder has to attach D-Call amounting Rs.10,000/- (Rupees Ten Thousand) only in favour of the Block Development Officer, Satchand R.D. Block, South Tripura from any Nationalized bank of India payable at TGB, Satchand along with the tender. The undersigned have the right to reject any quotation or contract or whole process 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 Development Officer, Satchand R.D Block on and from 05/07/2022 to 12/07/2022 (except Govt. holidays) up to 3:00 PM (office hours and days only).The tender will be opened on the last day i.e. 12/07/2022 (if possible) at 4 PM in the presence of the bidders or authorized representatives who are willing to remain present at the time of opening of the Tender. If the last



date of Tender dropping /opening of Tender is paralyzed due to any unforeseen reason, the next working day will be the last date of dropping / opening of Tender Box.

**Terms & Conditions:-**

1. The sealed cover envelop shall be superscripted by the expression **"QUOTATION FOR SUPPLYING OF COMPUTER, PRINTER, INVERTER, IP CC CAMERA, TABLE & ALMIRAH, FOR SATCHAND RD BLOCK FOR THE FINANCIAL YEAR 2022-23"**.
2. The rate should be quoted (both word and figure) inclusive of all inevitable taxes, transportation charges, cost of fitting and fixing, service charges, if any.
3. The bidder should have valid trade license, GST, PAN card, Aadhaar card, Bank Account number and Certificate of authorized dealer etc. Self attested copy of the said documents should be enclosed with the quotation.
4. The lowest bidder shall sign an agreement with the Block Development Officer, Satchand R.D.Block within 10 days of receipt of offer. If fails to do so, the 2<sup>nd</sup> lowest Bidder may be awarded the contract, if found suitable.
5. The bidder in whose favour the supply order will be issued will have to complete the supply of the items within 10 (Ten) days of receiving of supply order. In case failure of supply of above items within the specified period, the supply order shall be liable for cancellation or may forfeit the EMD partially or fully.
6. Without submission of D-Call mentioned above with the other documentation at the time of submission of bid is treated as invalid/rejected. Exemption under Rule 170 of GFR for registered MSME permitted to supply such items is applicable.
7. The tender period may be extended if authority desires.
8. The quantity of items may vary as per requirement of office from time to time within the tender period.
9. There should be support available during the period of warranty for items to be supplied.
10. No items shall be accepted beyond the supply order and agreed rates of items which is not included in the bid tender document.
11. Satchand R.D.Block shall not be responsible for any postal delay and offers received beyond stipulated date and time shall not be considered.
12. Payment will be made only after successful delivery and installation of the item received is certified by storekeeper with proper entry made in the stock register.
13. The bidder shall be liable for commissioning and installation of the electronic equipment.
14. **All specifications, rates, brand and quantity mentioned by the bidder in Annexure-I should be in printed form.**
15. 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 a fresh tender with intimation the supplier.
16. Any item may be struck off/out by the undersigned even after finalization of rate and bidder.
17. All statutory deductions shall be made from bills, i.e., payment shall be inclusive of Taxes.
18. The undersigned reserves the right to reject or accept part or full quotation including the lowest one without assigning any reason.
19. The undersigned also reserves the right to approve, modify or reject any design/specification.



20. In case of any arbitration the matter will be referred to the District Magistrate & Collector and the order of the District Magistrate & Collector shall be final. All disputes lie within the jurisdiction of South Tripura District only.

21. The contract shall be for the Financial Year 2022-23 (**up to 31<sup>st</sup> March, 2023**).

*Anupam 28/06/2022*

**(Anupam Das, TCS-II)**  
Block Development Officer  
Satchand RD Block, Tripura (South)

**To**

1. The Director, ICA Government of Tripura for kind information with request to arrange to publish in 3 (three) (A-quality) local dailies (Bengali & English) in single insertion.
2. The Director, Information & Technology Dept., Govt. of Tripura, Agartala, West Tripura for kind information with request to float the tender at Tripura state portal [www.tripura.gov.in](http://www.tripura.gov.in).
3. The Technical Director & DIA , NIC, South Tripura District, Belonia for kind information with a request to display the Notice in District Official Website please.

**Copy to:-**

1. The District Magistrate & Collector, South Tripura, Belonia for kind information please.
2. The Sub-Divisional Magistrate, Sabroom/ Belonia/ Santirbazar, South Tripura for kind information please with a request to display the matter in the notice board.
3. The Block Development Officer, Hrishyamukh/ Rajnagar/ Poangbari/ Rupaichari/ Jolaibari/ Bogafa/ BC Nagar RD Block for kind information with a request to display the SNIQ in their Notice Board.
4. The Superintendent of Agriculture of Sabroom/ Superintendent of Fishery of Sabroom (Member of LPC Committee of Satchand R.D.Block) for information and necessary action please.
5. The Account section /Cashier of this Block for information.
6. Notice Board of this Office for wide publication.

*Anupam*

Block Development Officer  
Satchand RD Block, Tripura (South)

**Annexure-I****Short Notice Quotation for supply of various items such as computer, printer, inverter, CC IP camera, almirah, table as mentioned in table-1 of SNIQ under Satchand R.D.Block, South Tripura during the financial year 2022-23.**

1. Name &amp; Address of the bidder:-

2. PAN:-

3. GST reg. No:-

4. Authorise Dealer No. :-

5. Contact No.:-

6. Quoted rate:-

<b>Sl. No.</b>	<b>Item</b>	<b>Specification</b>	<b>Quantity</b>	<b>Brand name</b>	<b>Rate inclusive of taxes both in words and figure</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>

I have gone through the terms & conditions stipulated in the quotation notice and agree to supply of above mentioned items as per quantity and specification mentioned including installation and transportation under Satchand R.D.Block by abiding all terms & conditions mentioned in the SNIQ.

Place:-

Date:-

Signature of Bidder  
with seal