

Government of Tripura  
Directorate of Relief, Rehabilitation & Disaster Management /18/  
New Capital Complex, Agartala, Tripura

Contact No. 7005777386/ 8974105639.

Tender No. /F.7 (9)/RR&DM/DM/2020(Procurement of SEOC)

Dated, 18<sup>th</sup>, May, 2022

**Short Notice Inviting Tender(SNIT) for materials to set up HAM Radio Station at SEOC, Agartala.**

The undersigned on behalf of the Governor of the Tripura State has invited a sealed tender from bonafide and reputed vendor for materials to set up HAM Radio Station at SEOC complex , Agartala, Tripura .

SL No	Description of items	Quantity	Estimated cost (in Rs.)	Earnest Money ( In Rs.)	Last date of submission of the tender	Date and time of opening of Tender
1.	Earthing (Electrical)	01 Job	72,800/-	728/-	30.05.2022 at 1400 Hours.	30.05.2022 at 1500 Hours.
2.	Earthing (Antenna/Equipments)	01 Job				
3.	Earthing material	1 No.				

The SNIT form with detailed description of items and terms & conditions will be available from the office of the Director RRDM, SEOC Complex,NCC,Agartala, Tripura which may be collect free of cost on any working days during the office hour from 11.00 to 16.00 hours up to 29.05.2022 and also seen in website - [www.tdma.tripura.gov.in](http://www.tdma.tripura.gov.in).

The Intersted bidder fulfilling the criteria given in the tender details may submit Sealed Tender within 1400 hrs on 30.05.2022.

  
17/5/22  
Addl. Director

Relief, Rehabilitation & Disaster Management  
Tripura, Agartala.

1. Sealed Tenders shall be submitted in two envelopes consisting of following:

**Cover 1:** Part -I - Technical Bid accepting terms and conditions of the tender furnishing details as per Annexure A

**Cover 2:** Part- II - Commercial Bid as per Annexure B

Both the covers should be properly sealed and clearly superscribed as

- *"Part-I Technical Bid - Tender for "HAM Radio Equipment (accessories)"*.
- *"Part- II Commercial Bid- Tender for HAM Radio Equipment (accessories)"*.

Bids not submitted in two separate envelopes will be rejected.

2. No Tender will be entertained after 2.00 p.m. on 30.5.2022 under any circumstances, whatsoever  
Part - I : Technical Bid will be opened on 30.5.2022 at 3.30 p.m.

Part - II: Price Bid of the technically; qualified vendors may be opened on the same day or later, This shall be advised separately to them.

3. Technical Bid will be evaluated by the committee of RRDM and the commercial bid for only the technically acceptable agency shall be opened and reckoned for deciding the commercial bid.

4. The bidder must substantiate all claims made in the Technical Bid by submitting the copies of the following documents as enclosures to the technical bid ;

Copy of The Annual Reports/Audited Balance Sheet, IT Return for the last 3 years Statement of Experience (including name of clients/s, nature of project and no. of years) in executing the similar work.

PAN No, TAN No, GST No (whichever is applicable)

5. (a) Each page of the Tender documents should be signed by the person or persons submitting the tender in token of his/their having acquainted himself/themselves with the General Conditions of Contract, General Specifications, and Special Conditions etc., as laid down. Any tender with any of the documents not signed will be rejected.

(b) The tender submitted on behalf of a firm shall be signed by the person who has the necessary authority on behalf of the firm to enter into the proposed contract. Otherwise the tender may be rejected by the Departmental committee.

7. The undersigned reserves the right to reject any/all applications without assigning any reasons thereof. Mere submission of an offer does not entitle an applicant to any benefits/rights/preference. Canvassing in any form is prohibited and will lead to disqualification.

8. Rate should include all cost both in figures and words (over writing if any, should be attested by the bidder).

9. Period of completion: The period of completion shall be 1 months from the date of awarding of purchase order.

Contd...P/2



**Nature of the Work :-** Supply & installation of electrical earthing & equipment earthing to setup HAM Radio Station at SEOC complex , Agartala, Tripura.

### **CONDITION FOR VALIDITY OF THE TENDER**

1. Rs. 728/- ( Rupees seven hundred and twenty-eight) only should be submit as earnest money deposit (EMD) drawn on any Nationalized Bank / Tripura Gramin Bank / Tripura State Co-Operative Bank in favour of Director, RRDM, Tripura, Agartala. (EMD should accompany with the tender, if failing tender will not be considered to be valid).
2. Bidder should enclosed the following documents along with the Tender:-
  - I. Copy of valid firm Registration Certificate / Trade License,
  - II. Copy of valid Pan Card.
  - III. Copy of valid Bank passbook,
  - IV. Copy of valid Aadhaar Card,
  - V. Copy of valid Election LD Card.
  - VI. Copy of valid Income tax/ Professional tax clearance certificate of the current year issued by the appropriate authority. .
3. The rate should be quoted both in words and figures.
4. Supplied substandard articles which not satisfy the undersigned shall be rejected forth with and supplier shall have to replace the rejected articles with in the specified period.

### **PROCEDURE FOR SUBMISSION OF TENDER**

Tender should be drooped in Tender box by hand in the office of the undersigned on or before 27.05.2022 upto 1400 hours. The tender should be sealed. The tenders which are valid in all respect and submit other than the more a specified above are liable to be rejected summarily.

### **OPENING OF TENDER**

1. The Tender Opening Committee of RRDM shall evaluate the bids to determine whether they are complete, whether any computational errors have been made, whether documents have been properly signed and whether bids are generally in order.
2. The bidder with the lowest total amount will be considered for placement of order.
3. The Bides shall be opened on the last date of receipt of tender as mentioned above at office of the undersigned as far as practicable. Bidders may also remain present at the time of opening the tender.
4. If possible the Tender will be opened on the above mention date, in the office of the undersigned.
5. The original documents will be produced by the bidders on demand.

  
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## TECHNICAL BID

SL NO	Description	Details
1	Name of the bidder	
2	Address — Office With Name of the contact person and telephone & fax numbers and email address	
3	GST Registration No., PAN No., TAN No.,(Whichever applicable)	
4	Banker and their address, a/c no. with RTGS/NEFT details.	
5	Whether you have minimum 3 years of experience in Similar nature of works. Say " Yes" or " No"	
6	Whether you have done any work for the any other government organizations/PSU in the past If yes, give details	

Checklist for documents enclosed:

1. Copy of the Annual Report/Audited Balance Sheet, IT Return for the last 3 years
2. Copies of satisfactory work completion certificates from the client (at least two.)
3. Statement of Experience (including name of client/s, nature of project and no. of years) in Executing the project similar to the scope of work mentioned above.
4. PAN No., TAN No., GST registration (Whichever is applicable)
5. Beneficiary details.
6. The Signatory of the tender should be duly authorized by the concerned firm to sign these kinds of tender documents on behalf of the firm. Authority given by the firm to the signatory of the tender document to be attached.
7. Proof of 3 years of experience in similar type of works.
8. Acceptance of all the terms and conditions stipulated in the tender document by signing on each page of the document.

*I / We confirm that the information provided above is correct to the best of my knowledge and any concealment of facts will lead to my disqualification at any stage by the tendering authority.*

Authorised Signatory

Name :

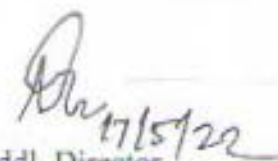
Date :

Place :



## COMMERCIAL BID

Sl. No.	Description	Cost per item	Taxes	Total
1.	Earthing (Electrical)			
2.	Earthing (Antenna/Equipments)			
3.	Earthing material			



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