

GOVERNMENT OF TRIPURA
OFFICE OF THE SUB-DIVISIONAL MAGISTRATE
AMBASSA, DHALAI TRIPURA.

No. F. 6(2)/SDM/ABS/NAZ/2020-21/ 8006-11

Dated, 29/9/21

SHORT NOTICE INVITING TENDER.

Sealed quotations are hereby invited in plain paper from the Registered Suppliers or Dealers/ Co-Operative Societies for supplying of the following stationery articles and ICT material on urgent requirement at **Annexure – A & B respectively** to the office of the Sub-Divisional Magistrate, Ambassa Sub-Division **for the financial year 2021 – 22.**

The tender will remain open up to 4.00 PM of 05/10/2021 on all working days if possible.

Format for submission of quotation:

Sl. No.	Name of items	Brand	Unit	MRP (per unit)	Quoted rate (in Rs.)
1	2	3	4	5	6

Terms & Condition:

1. No item should be excluded while submitting the quotation.
2. The above mentioned items should be in good condition and maintaining best quality as per specification.
3. No compromise will be entertain with the quality/brand of item.
4. All materials should be supplied within next 3(three) days from the date of receipt of the supply order.
5. Damaged or defective materials shall not be received it shall be replaced by the supplier or cost shall be deducted at the time of final payment.
6. Copy of valid GST Registration, Registration Certificate, Trade License, PAN Card, etc. should be attached with the quotations.
7. No advance payment shall be made.
8. All taxes will be deducted at source.
9. The undersigned reserved the right to accept or reject any quotation extend the validity for dropping period of quotation or cancel quotation at any time without assigning any reason thereof.
10. If any items is not present in the list but needs to be supplied that the supply should be made according to GEM/DGS&D Rate.
11. After completion of tender, if L1 bidder is not interested to make supply of the required items than the order will be given to the next lowest bidder.
12. In case of emergency, supply should be made instantly.

(Vaishnavi B. IAS)

Sub-Divisional Magistrate
Ambassa, Dhalai Tripura.

Copy to:-

1. The District Magistrate & Collector, Dhalai District, Jawharnagar, for kind information.
2. The Director, ICAT, Agartala, West Tripura for kind information.
3. The Block Development Officers, Ambassa / Ganganagar R.D. Blocks with a request to display SNIT in their notice Board.
4. The District Information Officer, DM & Collector Office, Dhalai District, Jawharnagar for information and requested to upload the Tender documents at dhalai.nic.in/notice-category/tender and tripuratenders.gov.in.
5. Email to portal.tripura@gmail.com with a request to arrange floating the tender document in www.tripura.gov.in.
6. The Notice Board of this office.

Sub-Divisional Magistrate
Ambassa, Dhalai Tripura.

Annexure-A

STATIONARY ITEMS & OTHRES

Sl. No.	A. Category	Brand	Unit	MRP Rs.(Per Unit).	Quoted Rate Rs. (Per Unit.)
1	All out Machine	All out			
2	All out Liquid	Good Quality			
3	Attendance Register	OXFORD			
4	Calculator	Citizen			
5	Cello tap curter	Good Quality			
6	Cup Plate	Milton			
7	Dettol Hand Wash	Dettol			
8	Dispatch Register	OXFORD			
9	Door Mat (Papoose).	Good quality			
10	Eveready Battery	Eveready			
11	File Book	OXFORD			
12	Flax	Good quality			
13	Good Night Liquid	Good night			
14	High light Pen	Good quality			
15	Reynolds (TRIMAX)	Good quality			
16	Ledger Book (No.10)	OXFORD			
17	Ledger Book (No.20)	OXFORD			
18	Measurement Book	OXFORD			
19	Measurement Tape	Good quality			
20	Mosquito Hit	All out			
21	Plastic Folder	Good quality			
22	Pencil battery	Eveready			
23	Receipt Register	OXFORD			
24	Red Salu (Cloth) in metre	Good Quality			
25	Register-No.10	OXFORD			
26	Register-No.12	OXFORD			
27	Register-No.20	OXFORD			
28	Register-No.30	OXFORD			
29	Register-No.4	OXFORD			
30	Register-No.6	OXFORD			
31	Register-No.8	OXFORD			
32	Room freshner (Rose,Chandan,jasmine)	Good quality/odonil			
33	Scissor	Good quality			
34	Stapler Machine (Big size)	Kangaro			
35	Stapler Machine (small size)	Kangaro			
36	Stapler Machine (Kangaro HD-1217)	Good quality			
37	Stock Register	OXFORD			
38	Towel (Big size white)	Good quality			
39	Towel(Duster)	Good quality			
40	Xerox paper (A4 size)	JK sparkle			
41	Xerox paper (A4 size)	Copier			
42	Xerox paper legal size	JK Copier			
43	Xerox paper legal size	JK Sparkle			
44	Wooden pencil	Good quality			

45	Alpin /Tpin	Good quality		
46	Candle	Good quality		
47	Cello Tape	Good quality		
48	Clip Board	Good quality		
49	Correction Pen	Good quality		
50	Cotton Tread	Good quality		
51	Dak Pad	OXFORD		
52	Dot pen One Time	AGNI 20/20		
53	Dustbin	Good quality		
54	Duster Cloth	Good quality		
55	Engagement Pad	Rajdoot		
56	Envelop (big Size)L-24cm &B-12cm.	Good quality		
57	Envelop (Small Size) L-14cm & B-8cm	Good quality		
58	Eraser	Good quality		
59	Executive diary	Rajdoot		
60	File cover & Board	Good Quality		
61	Flag Stick/Re-stick	Good quality		
62	Gum Pot	Good quality		
63	Highlighter	Good quality		
64	James Clip	Good quality		
65	Knife	Good quality		
66	Lock & key	Link		
67	Marker pen (permanent)	Good quality		
68	Naphthalene	Good quality		
69	Napkin	Good quality		
70	Note Pad (Ordinary)	Good quality		
71	Note Pad (VIP)	Good quality		
72	Note Sheet	Good quality		
73	Odonil	Good quality		
74	Pad Ink	Apollo		
75	Paper weight	Good quality		
76	Pen stand	Good quality		
77	Peon book	OXFORD		
78	Punching machine	Good quality		
79	Scale	Good quality		
80	Soap (Vim)	Good quality		
81	Spoon	Good quality		
82	Stamp pad	Apollo		
83	Stapler Pin	Good quality		
84	Stick for Banding With cover	Good quality		
85	Suzan	Good quality		
86	Tag	Good quality		
87	Three Quarter Dish	Good quality		
88	Water Glass	Milton		
89	Water Glass Lid	Milton		


90	Water sponge	Good quality			
91	Field book	Good quality			
92	Calling Bell(Manual)	Good quality			
93	Charger Light	Good quality			
94	Electric (Tea Maker)	Good quality			
95	Gurder	Good quality			
96	Harpic	Harpic			
97	Key Beg	Good quality			
98	Mug	Good quality			
99	Phenyl	Good quality			
100	Plastic Bucket	Good quality			
101	Screw Driver & Tester	Good quality			
102	Seat cushion	Good quality			
103	Table glass	Good quality			
104	Toilet brush	Good quality			
105	Torch light	Eveready			
106	Tray	Good quality			
107	Umbrella	Good quality			
108	Vehicle Log book	Good quality			
109	Wall Clock	Good quality			
110	White Makin Cloth	Good quality			
111	Ambipure /Godrej	Good quality			
112	Laser Pinter Cartridge (88A)	HP/PRODOT/ IMAGE			
113	Laser Pinter Cartridge (05A)	HP/PRODOT/ IMAGE			
114	Toner (canon copier) 14FI01YY1212	CANON			

29/9/21

(Vaishnavi B. IAS)
Sub-Divisional Magistrate,
Ambassa, Dhalai Tripura.

STATIONARY ITEMS & OTHRES

Sl. No.	A. Category	Brand	Unit	MRP Rs.(Per Unit).	Quoted Rate Rs. (Per Unit.)
1	Mother Board	Good quality	01		
2	Hard Disk Drive	Good quality	01		
3	RAM	Good quality	01		
4	Processor Dual core	Good quality	01		
5	DVD Drive Internal	Good quality	01		
6	Scanner	Good quality	01		
7	UPS 0.6 KV	Good quality	01		
8	SMPS	Good quality	01		
9	Key Board	Good quality	01		
10	Mouse	Good quality	01		
11	CAT-6 Cable		01		
12	Hub switch 24 ports	D - Link	01		
13	Hub switch 12 ports	D - Link	01		
14	Hub switch 8 ports	D - Link	01		
15	RJ 45 connector		01		
16	LaserJet Printer	HP1020/Canon LBP3108B	01		
17	RJ 45 clipper machine		01		
18	Desktop computer	Good quality	01		


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