



**GOVERNMENT OF TRIPURA**  
**OFFICE OF BLOCK DEVELOPMENT OFFICER**  
**TELIAMURA RD BLOCK: KHOWAI DISTRICT**

F.2(6)/BDO/TLM/Accts/2016-17/ 3886-10

Dated 03/06/2019

**SHORT NOTICE INVITING TENDER**

On behalf of the Governor of Tripura, the undersigned invites sealed rate quotation in the plain paper for supply & installation of Photocopier Machine in exchange of an existing out of order photocopier machine bearing model No. RICOH AFICIO MP 2000L2 lying in the office of the undersigned for Teliamura RD Block Khowai District for Office use for 2019-20 FY, from the Authorized dealers and suppliers having GST registration who have experience to supply the same items to the different Govt. offices and autonomous bodies as per following terms & condition of the quotation to drop in sealed tender box in the Office of the Block Development Officer, Teliamura RD Block, Khowai District, Tripura upto 10<sup>th</sup> June, 2019 upto 3:00 p.m. The detail specifications are as follows:-

SL NO.	Name of articles	Manufacturer	Model No.	Rate in Rs. Per Unit
1	Photocopier Machine (New)	RICOH	MP2014	
2	Less (Exchange of Photocopier Machine in out-of-order condition)	RICOH AFICIO MP 2000L2	RICOH AFICIO MP 2000L2	
Payable amount Quoted (Rate of Sl. No.1 minus 2):				

The tender box under lock & key will be kept open for dropping of tender by the intending bidder in the office of the undersigned from 03-06-2019 to 10-06-2019 from 10:00 am to 3:00 pm except Govt. holidays and the box will be opened on the last day i.e 10-06-2019 at 4:00 pm, if possible in presence of the interested suppliers who have participated in the quotation. If the last date of tender dropping/ opening of tender are paralyzed due to any unforeseen reason, the next working day will be the last date of dropping/ opening of tender box.

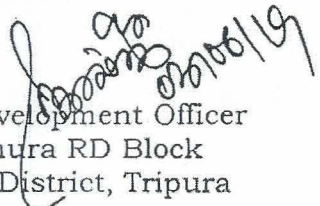
The quality of articles should be in good condition. The intending bidder should quote the rate as prescribed format given below along with copy of CRC/PRTC, PAN Card, VAT clearance certificate, tax clearance as evidence of valid bidder and permanent resident of Tripura. Any incomplete tender will summarily be rejected.

**The Following Terms and Condition shall apply:-**

1. The sealed quotation should reach to the o/o the Block Development Officer, Teliamura RD Block, Khowai District, Tripura on or before 3:00 pm of 10-06-2019. The applicant/agency should be a reputed manufacturing company/supplier of the items sought above.
2. The rates should be quoted for each brand and model separately. The rates shall include supply, installation and commissioning of Publicity Equipments
3. The sealed cover envelop shall be superscripted by the expression "QUOTATION FOR SUPPLY OF PHOTOCOPIER MACHINE TO TELIAMURA RD BLOCK".



4. The agency must be registered under GST. Copy of GST registration should be submitted. The agency must have PAN linked bank account which is preferably AADHAR seeded. All these mandatory document should be invariably submitted which shall be checked for authenticity at the time of opening tender.
5. Rate should be quoted (both figure and word) for each item separately inclusive of all inevitable taxes, transportation charge, cost of fitting and fixing & other service charges, if any.
6. Supply of the Photocopier machine should be completed within 7(seven) days from the date of receipt of supply order or placing of supply order. In case, the quality of the said items supplied are found sub-standard / inferior, the supplier shall liable to replace such materials at their own cost.
7. The rates once approved shall not be increased for any reason whatsoever or under any circumstance during the contract period.
8. Payment will be made on production of bills in triplicate after successful completion of supply within the stipulated date.
9. The undersigned reserves the right to reject or accept part or full quotation including the lowest one without assigning any reason.
10. Any tender not complying with required terms & conditions as stated above will be treated as informal.
11. Necessary taxes would be deducted as applicable as per govt. norms.
12. In case of legal dispute the jurisdiction will be the High Court of Tripura.
13. Terms & condition incorporated in the SNIT shall form a part of the agreement.


  
Block Development Officer  
Teliamura RD Block  
Khowai District, Tripura

**Copy forwarded for kind information & with a request to display a copy of this notice to the notice board of the O/O :-**

1. The District Magistrate & Collector, Khowai District, Tripura.
2. The Sub-Divisional Magistrate, Teliamura Sub-Division, Khowai District, Tripura.
3. The Block Development Officer, Khowai RD Block/Kalyanpur RD Block/Mungiakami RD Block/Padmabil RD Block/Tulasikhar RD Block
4. The Superintendent of Agriculture, Teliamura, Khowai District, Tripura.
5. The Superintendent of Fisheries, Teliamura, Khowai District, Tripura.

**Copy also forwarded for kind information to:-**

1. The Director I.C.A Dept. Gandhighat, Agartala, Tripura for kind information with a request to kindly arrange to publish it in three local daily newspaper ([icadirector.tripura@gmail.com](mailto:icadirector.tripura@gmail.com) / [advtical5@gmail.com](mailto:advtical5@gmail.com))
2. The District Information Officer (DIO), Khowai District for information with request to arrange to float the tender in [www.tripuratenders.gov.in/](http://www.tripuratenders.gov.in/) [www.eprocure.gov.in](http://www.eprocure.gov.in)
3. E mail to [portal.tripura@gmail.com](mailto:portal.tripura@gmail.com) with a request to floating the Tender in [www.tripura.gov.in](http://www.tripura.gov.in)
4. The Account section/ Cashier of this Block.
5. Notice board of Teliamura R.D. Block. for information of all concerned and necessary action
6. The Store In- Charge, Teliamura R.D. Block for information.

  
Block Development Officer  
Teliamura RD Block  
Khowai District, Tripura