

No.F.IV-2(156)/PLG/DI/2020/SPMU/ 16 38
Government of Tripura
Department of Industries & Commerce
Shilpodhog Bhawan, Khejurbagan, Agartala-799006
Email-industrytripura@gmail.com

Agartala, Dated 08th February, 2022

1st Call- SHORT NOTICE INVITING TENDER

On behalf of the Government of Tripura, the undersigned invited short Notice Inviting Tender (SNIT) for supply of office tools and electronic items during this current financial year from local registered traders/ cooperative dealing in the items listed in Annexure-A.

The rate should be quoted both in figures and words as per prescribed pro-forma enclosed. The bidder have to attach D-call amounting Rs. 1500/- (Rupees One Thousand Five Hundred Only) in favour of the DDO, Directorate of Industries & Commerce, Shilpodhyog Bhagan, Khejurbagan, Agartala, Tripura Payable at Agartala.

The quoted sealed quotation should be dropped in the Tender Box kept in the chamber of the Manager, Directorate of Industries & Commerce on and from 9th February, 2022 to 18th February, 2022 upto 12:00 P.M.

The quotation will be opened on 19th February, 2022 at 3:00 P.M in the presence of the bidders/ authorized representatives who are willing to remain present at the time of opening of the tender.

Sl. No	Name of the Items	Earnest Money Deposit	Enclosures
1	Items as specified in Annexure-A	Rs. 1500/-	Attached photo copy of: 1. Permanent Account Number 2. GST Registration Certificate 3. Shop/ Store Registration Certificate 4. Trade License 5. Bank Pass Book 6. Aadhar Card (without enclosure of these documents bid will not be accepted)



Terms and Condition:

1. The only lowest Bidder will be accepted as supplier for required items.
2. The accepted Bidder (Lowest Bidder) shall have to supply all the items as per requisition and specification mentioned in Annexure-A
3. All statutory deduction shall be made for bill directly
4. All the items mentioned in the supply order shall be delivered to the office of the undersigned within 7 working days time i.e upto 3:00 P.M, 28th February, 2022.
5. The authority reserves the right to cancel whole or any part of this process/ supply ordered without assigning any reason
6. Quoted rate of materials should be mention including GST
7. The undersigned may strike out or cancel any items of stationery mentioned in Annexure-A (list enclosed) even after finalization of rate and bidder after
8. If suppliers fail to supply the items as per requirement with in another few days the D-Call money will be forfeited.
9. The D- Call amount would be disbursed after selection process is over in case of unsuccessful bidders immediately, whereas in case of successful bidders the amount would be released after 6 months from the delivery of the items, in case all the items are in functional condition.
10. As per norms of GST application

Copy to

1. Email to portal.tripura@gmail.com with a request to arrange floating the tender in www.tripura.gov.in
2. Notice Board of this office.



Annexure-A

List of office tools and electronic items as below:

Sl No.	Equipments	Quantity	Estimated Cost per unit in Rs.	Total Cost (approx)
1	Laptop with all accessories	2	50,000	1,00,000
2	Mouse	2	500	1,000
3	Revolving Chair	1	12,000	12,000
4	Printer Sharing	1	2,000	2,000
5	USB 2.0 High Speed Printer Cable A Male to B (3 Port)	1	1,000	1,000
6	Back to Back Printer	1	17,000	17,000
Sub Total				1,33,000
GST @ 18%				23,940
Grand Total				1,56,940

(Rupees One Lakh Fifty Six Thousand Nine Hundred and Forty only)

