

GOVERNMENT OF TRIPURA
DIRECTORATE OF ANIMAL RESOURCES DEVELOPMENT
P.N.COMPLEX:: AGARTALA

NO.F.50(49)/ARDD/F/ NLM/ 19-20

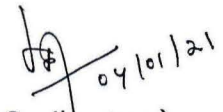
Dated, Agartala, ^{4th} January ' 2021

SHORT NOTICE INVITING TENDER

Sealed tenders are invited on behalf of the Animal Resources Development Dept.[ARDD] , Govt. of Tripura, from the interested Publishing or Printing houses for rate of PRINTING AND SUPPLY OF BENGALI BOOKLETS & LEAFLETS on fodder at Directorate of ARDD,P.N.Complex, Agartala . The last date of tender submission is 20-01-2021 up to 5:00 pm.

The details of tender form can be downloaded from the website (<https://ardd.tripura.gov.in>) and Tripura state portal.

The authority reserves the right to cancel or reject any /partially / whole tenders without assigning any reason thereof.


(Dr. K. Sasikumar)
Director
Animal Resources Development.

**TERMS AND CONDITIONS OF THE TENDER FOR PRINTING OF MULTICOLOURED BENGALI
BOOKLETS & LEAFLETS ON FODDER CROPS UNDER ANIMAL RESOURCES DEVELOPMENT
DEPARTMENT (ARDD), GOVERNMENT OF TRIPURA,**

1. The interested bidders / tenderers shall have to submit **"TECHNICAL BID'** and **'FINANCIAL BID'** in separate sealed covered envelop super-scribed as "Technical Bid and Financial bid". These two sealed envelopes should be placed inside a large sealed cover clearly marked as **"Tender for booklets & leaflets printing "** and the same may be submitted "by-hand or through Registered Post/Courier Service" **addressing to the Director of Animal Resources Development Department, Government of Tripura, P.N. Complex, Agartala, West Tripura, PIN-799006.** The bidders should write their full address and Contact No. in the envelop.
2. **The Technical Bid** - shall contain all Documents like **GST** registration certificate/ professional tax clearance certificate, Trade license, PAN Card, Earnest Money (EMD) & cost of tender form, Sample papers of 130 gsm & 250 gsm as per specification and Tender Form.
3. **The Financial bid** - shall contain only **Annexure –A** depicting the rate offered by the bidder. After proper scrutiny of technical bids , the financial bids of the valid technical **bidder** only will be opened.
4. The Earnest Money (**EMD**) Rs.1400/- (Rupees One thousand Four hundred) only is to be deposited in the form of **'Deposit at Call'** or **'Banker's Cheque'** payable on any RBI approved Bank at Agartala Branch, in favour of the Director of Animal Resources Development Department, Government of Tripura, P. N. Complex, Agartala.
5. Rates should be quoted both in **figures** and in **words** including all taxes and delivery charge in the tender form **Annexure – A** .
6. The details of tender form can be downloaded from website <https://ardd.tripura.gov.in> and from the website of Tripura State portal or can also be obtained from the Fodder Dev. Section. Directorate of ARDD, P.N.Complex, Agartala from 11:00 am. to 4:00 pm. of all working days on or before 20.01.2021, against payment of Rs. 500.00 (Rupees Five hundred) only through Bank draft (non refundable) of RBI recognized banks in favour of the Director, ARDD, Govt. of Tripura payable at SBI, T.L.A. House Branch, Agartala
7. The **last date of submission of tender is 20-01-2021 till 5.00 pm** and the same will be **open next working day at 3.30 PM at the chamber of Dy. Director (FD), Directorate of ARDD, P.N. Complex.** Quotationers/ Bidders or their authorized representative(s), may remain present in the specified venue at the time of opening of bid. Tenders received after the scheduled time & date will not be accepted at any condition.


8. After issuing of supply order/ work order, if the successful tenderer / bidder/ Quotaioners fail to supply good quality printed booklets & leaflets as per specification of the tender to the Directorate of ARDD,P.N.Complex, Agartala within specified time or surrendered to supply the same after finalization of tender rate then his/her/their earnest money will be forfeited and the total billed amount will not be settled until and unless the articles are supplied as per specification. Along with, the said **tenderer may also be liable to be Black listed** for participating in any kind of tender floated by this department for a period of three years or as decided by the tendering authority .
9. The Earnest money of the successful bidders will be released as soon as the printed booklets & leaflets are supplied at the Directorate of ARDD, P.N.Complex,Agartala as per specification of the tender. For the unsuccessful bidder the earnest money will be returned on demand as soon as possible.
10. The **Tenderer(s) should sign in all pages of tender documents including the terms & condition.**
11. Final printing will be undertaken only after draft copy is finalized by the booklet committee.
12. Nos. of Book let / leaflets may increase or decrease while placing the work order.
13. While submitting bills, details break-up of GST & others taxes must be shown separately in bill copy by the successful bidder/ printer after supplying the printed booklets/Leaflets
14. The undersigned reserves the right to reject any/ partly / all tenders or to accept any tender in part or in full without showing any reason there to.


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ANNEXURE –A**QUOTATION OF RATE FOR PRINTING OF BOOKLETS & LEAFLETS ON
FODDER CROPS ETC IN BENGALI.**

Sl	Name of work	Size of paper	Specification of paper & type of printing	Rate per copy including all taxes & delivery charge etc. (Rs. in figure and words)	Nos. copy of Booklets / Leaflets to be printed
1	Booklets printing	21cm x 15 cm	Multi coloured laminated Cover page with 250 gsm paper & multi coloured inside page (both side printed) with 130 gsm paper containing 40 nos. pages (Page number should be printed in both side of the inside pages)		1000 Nos.
2	Leaflets printing	28cm x 21 cm	03 folded Multi coloured back to back printed with 130 gsm paper		4000 Nos.

N.B.: The numbers of Booklets/ Leaflets may increase or decrease.


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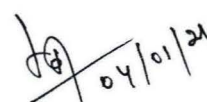
Documents [attested Photocopies] to be provided

TECHNICAL BID:

1. **GST** registration certificate/ Up to date professional tax clearance certificate.
2. **Up to date** Trade license.
3. PAN Card.
4. Earnest Money (EMD) of Rs. 1400.00 in the form of **Deposit at Call'** or, '**Banker's Cheque'** payable on any RBI approved Bank at Agartala Branch, in favour of the Director of Animal Resources Development Department, Government of Tripura, P. N. Complex, Agartala.
5. Cost of Tender form @ Rs. 500.00 in the form of **DEMAND DRAFT** in favour of the Director of Animal Resources Development Department, Government of Tripura, P. N. Complex, Agartala.payable on any RBI approved Bank at Agartala Branch.
6. Sample papers of 130 gsm & 250 gsm as per specification and
7. Duly signed in copies of all Tender related Form/ documents [NIT, Terms & condition etc.]

FINANCIAL BID:

1. Duly filled and signed in **Annexure-A** [Quotation of rate for printing of booklets & leaflets on fodder crops etc in bengali.]


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