

TRIPURA HANDLOOM & HANDICRAFTS DEVELOPMENT CORPORATION LTD.
M.B.B. Sarani, Dhaleswar, Agartala-799007, Tripura (West)
Phone-+91 381 2323496, E-mail: purbasha74@gmail.com.

Ref no. THHDC/Mktg/7(28)/2020/P-I/1740

Dated 24.9.2020

NOTICE INVITING TENDER

The undersigned on behalf of the Tripura Handloom & Handicrafts Development Corporation Ltd. invites sealed cover tender in prescribed format from the Agency/firm or individuals contractor/builders of appropriate class registered with PWD/CPWD/MES for Repairing and Maintenance of the following work as detailed below :-

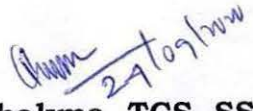
Code No.	Particulars	Estimated amount in INR	EMD in INR	Time of completion of work
1(14.9), 2(14.22) 3(14.33) 4(8.1.3) 5(11.17.1) 6(8.7.1) 7(11.1.2)	Repairing and Maintenance of Office of the Maa Teresa Handicrafts Primary Society Ltd., Indranagar, Agartala	4,52,185.00	15,000.00	45 (Forty five) days

The rate of construction of above work should be quoted both in figures and words including G.S.T as applicable.

The Contractor/Builders may drop the tender along with documents as per terms & condition in sealed envelope address to the Managing Director, Tripura Handloom and Handicrafts Development Corporation Ltd. M.B.B Sarani, Agartala during office hour from **11.00 A.M to 3.00 P.M** on or before **15.10.2020**. The bidder can also submit their offer through speed post/registered post which should also reach to the notice inviting authority's office by the prescribed date and time.

The tender will be opened on **15.10.2020 at 3.30 P.M** in presence of tenderers who may like to be present. If it may happens to be closed on 15.10.2020, the same will be opened on the next working day.

The terms & conditions of tender, documents etc. are available for inspection at the above address from **25.09.2020 to 14.10.2020** between 12.00 P.M to 4.00 P.M or may visit **www.tripura.gov.in**


(P.L Chakma, TCS, SSG)
Managing Director

Notice Inviting Tender (DNIT)

“Tender for Repairing and Maintenance of Office of the Maa Teresa Handicrafts Primary Society Ltd., Indranagar, Agartala.

SUMMARY AND LIST OF IMPORTANT DATES

1	Date of Publishing of the Tender	25.09.2020
2	Deadline for Submission of Tender	15.10.2020 at 3.00 P.M.
3	Date of Opening of Tender	15.10.2020 at 3.30 P.M.
4	Place of Opening of Tender	Head Office THHDC Ltd. M.B.B. Sarani, Dhaleswar, Agartala-799007, Tripura.
5	Tender Inviting Authority	Managing Director, THHDC Ltd.

1. Introduction

Tripura Handloom & Handicrafts Development Corporation (THHDC) Ltd. (A Government of Tripura Undertaking) is planning to set up a Fabric Jewellery in the Office of the Maa Teresa Handicrafts Primary Society Ltd., Indranagar, Agartala by Repairing and Maintenance.

Accordingly the competent Authority has decided to call for sealed tenders for said work.

i) Name of Work	Repairing and Maintenance of Office of the Maa Teresa Handicrafts Primary Society Ltd., Indranagar, Agartala
ii) Location of Work.	Indaranagar, Agartala, West Tripura
iii) Tender Document inspection.	From 25.09.2020 to 14.10.2020 from 12 P.M to 04 P.M on working days.
iv) Last Date & time for Receipt of tender/offer	15.10.2020 to 3.00 P.M.
v) Date & Time of Opening of Proposals.	15.10.2020 at 3.30 P.M.(if possible)
vi) Contact Details.	The Managing Director, THHDC Ltd., Purbasha Complex, M.B.B Sarani, Agartala -799007, Tripura Phone-+91-381-2323496, Email : purbasha74@gmail.com



Scope of Work

The selected agency/contractor/firm will be required to complete the following tasks/work :-

Repairing and Maintenance of Office of the Maa Teresa Handicrafts Primary Society Ltd., Indranagar, Agartala as per approved estimate and work details below . The tenderer/bidder may visit and examine the site and its surrounding and shall familiarizes himself of the existing facilities and environment and shall collect all other information which may be required for preparing and submitting the tender.

Sl. With code	Description of work	ESTIMATED Amount in INR
1(14.9)	Dismantling doors, windows and clerestory windows chowkhats, architrave, etc. completed and stacking within 50 mm lead.	Rs.4,52,185.00
2(14.22)	Dismantling GS sheet roofing in/c. Ridges, hip, valleys, etc. in/c Dismembering and stacking of serviceable materials and unserviceable materials separately.	
3(14.33)	Dismantling aluminium/ hard board Gypsum partitions, door, windows, fixed glazing and false ceiling in/c disposal of unserviceable surplus materials and stacking of serviceable ceiling hard board wall including stacking of serviceable materials and disposable of unserviceable materials....	
4(8.1.3)	Providing wood work in frames of doors, windows, clerestory windows and other frames, wrought framed.... (Local teak wood)	
5(11.17.1)	Providing and fixing decorative plywood 4mm thick one side decorative veneer conforming....	
6(8.7.1)	Providing and fixing panllied/or panelled and glazed shutters for doors, windows and clerestory windows in/c ISI marked bright finished (Gamai Wood) 35mm thick	
7(11.1.2)	Providing corrugated GS sheet roofing in/c. Vertical / curved surface fixed with polymer coated J or L hooks, bolts and nuts 8mm diameter with bitumen and GI limpet washers.	

2. Time Period of Completion of work

The successful tenderer/bidder will be allowed 45 (Forty five) days time to complete the work.

3. Eligibility criteria of the Tender

The tenderer/bidder must fulfil the following criteria failing which their offer/proposal/application will be liable to be summarily rejected.

- i. The tenderer/bidder must be a firm/agency of individual contractors/builders of appropriate class registered with PWD/CPWD/MES. The tenderer/bidder should have in similar work experience preferable in Tripura or any state.

- ii. The tenderer/bidder must have executed at least 2(Two) orders/contracts of similar nature involving similar work.
- iii. The tenderer/bidders must be registered under the GST. The tenderer/bidders/Contractor should furnish approved license along with latest ITR copy.

4. Submission of Tender

- i) The Agencies meeting the above criteria may submit their tenders as per prescribed format.
- ii) The Tenderer's/bidder's Details, Declarations and Documents in support of Eligibility criteria shall be either typed or period or neatly hand written and should be signed and stamped by the person duly authorized by the Tenderer/bidder.
- iii) The Tender along with the necessary documents should be submitted address to the notice inviting authority in a sealed cover within the prescribed date and time. The Tender can also submit their offer through speed post/ registered post which should also reach to the notice inviting authority's office by the prescribed date and time. THHDC will not take any responsibility for delay, loss or non receipt of tender documents in time and date sent by post/courier.
- iv) The tender inviting authority reserves the right to amend or withdraw any of the terms and conditions contained in the Tender Document or to reject any or all tenders without assigning any reason thereof. The decision of the Competent Authority of THHDC Ltd. in this regard shall be final and binding on all.
- v) The applicant has to deposit Earnest Money Deposit (EMD) of Rs.15,000/- (Rupees fifteen thousand) only in the form of a DD from Nationalized /Scheduled bank drawn in favour of Managing Director , THHDC, Ltd. payable at Agartala. Tenderes are requested to write their name and full address at the back of the Bank Draft submitted. The EMD will be refunded to all tenderers/ bidders except the successful tenderer/bidder but without interest.

5. Following documents to be submitted along with the tender

Sl. No.	Particular	Details with documents
1	Name of the agency/firm/contractor	
2	Address with phone & e-mail ID	
3	Detail of Agency/firm or individuals contractor/builders of appropriate class registered with PWD/CPWD/MES (attach copy)	
4	Detail of PAN ,TAN,TIN,VAT,GST etc(attach Copy)	
5	Detail of experience in similar work (attach copy of work order and/ or completion certificate).	
6	EMD DD	



6. Financial Proposal

The financial proposal in the prescribed format to be quoted by the tenderer/bidder shall be in Rupees inclusive of all taxes and charges which shall include all costs.

7. Clarification & amendments to Tender document

- i) At any time before the submission of proposals, the Managing Director, THHDC may for any reason, whether at its own initiative or in response to a clarification required by an invited firm modify the Tender documents by amendment. Any amendment shall be issued in writing through addenda shall be sent by mail or electronic mail to all tenderer/bidders.
- ii) Tender inviting authority may at its discretion extend the deadline for the submission of proposals/tender.
- iii) Tender inviting authority shall have the right to reject any/ all the proposals/tender without assigning reason at any stage.

8. Selection Process/evaluation of tender


- i) Opening of tender by a committee & examination of documents.
- ii) Final evaluation of the tenders by a constituted committee for selection of successful tenderer/bidder.
- iii) Intimation of successful tenderer/bidder and issue of work order (AOC).

9. Penalty Clause

The selected Agency/Contractor shall the work on site immediately and is to be completed within the time/period framed in the terms & conditions. Penalty of 1(one) percent on tendered value per week beyond the time schedule will be deducted from bill of the contractor.

10. Confidentiality

Information relating to evaluation of proposals and recommendations concerning awards shall not be disclosed to the tenderer/bidder who submitted the proposals or to other persons not officially concerned with the process, until the winning firm has been notified that it has been awarded.



11. Standard Formats

11.1. Covering Letter

<< to be printed on Organization letterhead >>

To
The Managing Director,
Tripura Handloom & Handicrafts Development Corporation Ltd.,
(A Government of Tripura Undertaking)
M.B.B.Sarani, Agartala-799007, Tripura.

Subject: Offer in response of Tender for Repairing and Maintenance of Office of the Maa Teresa Handicrafts Primary Society Ltd., Indranagar, Agartala.

Sir,

I/We hereby express my/our interest for as per terms and conditions expressed in the notification/tender document. The required documents are enclosed at Annexure-A for your perusal.

Full Name

Address

(Signature of with seal)

Annexure-A

List of Documents:

Sl. No.	Particular	Details with documents
1	Name of the agency/firm/contractor	
2	Address with phone & e-mail ID	
3	Detail of Agency/firm or individuals contractor/builders of appropriate class registered with PWD/CPWD/MES (attach copy)	
4	Detail of PAN ,TAN,TIN,VAT,GST etc(attach Copy)	
5	Detail of experience in similar work (attach copy of work order and/ or completion certificate).	
6	EMD DD	

11.2 Financial Proposal

<<To be provided in Organization Letterhead >>

Subject: Financial Offer in response of Tender for Repairing and Maintenance of Office of the Maa Teresa Handicrafts Primary Society Ltd., Indranagar, Agartala.

Name of the agency/ LLP/Organization:

Complete address:

Name of Contact Person:

Contact Detail:

Offer Amount in Rupees (in Figure)	
Offer Amount in Rupees (in Words)	

The amount quoted above includes the following costs

i) **All taxes and Charges.**

Any other relevant cost incidental to execution of the work such as travel expenses both inside and outside the state for marketing promotion.

Full Name of authorized signatory,

(Signature of with Seal)

Amulya Toshniw
Managing Director.
TH IDCL Ltd
Agartala