

GOVERNMENT OF TRIPURA
OFFICE OF THE BLOCK DEVELOPMENT OFFICER
KATHALIA RD BLOCK: SEPAHIJALA DISTRICT

No.F.14 (91-A)-BDO/KTL/PANCH/TENDER/2019-20/ 15 536

Dated- /03/2020

NOTICE INVITING QUOTATION

Sealed quotations are hereby invited on behalf of the Governor of Tripura from reputed Firm/Agency/Suppliers/Co-operative Societies and other authorized dealers in prescribed format(ANNEXURE:- A) for supply of **Sewing Machine (USHA Umang Deluxe Sewing Machine (Paddle) along with Scissor, Measurement Tape & Scale)** under **Kathalia R.D. Block** during financial year 2019-20 & 2020-21.

The details for the supply will be available in the website:sepahijala.nic.in/ /www.tripura.gov.in/tripuratender.gov.in. The interested persons may drop his quotation in the Tender Box kept in the **Office of the Block Development Officer, Kathalia R.D. Block, Sepahijala District** along with all requisite papers as per terms and conditions from **16/03/2020 to 27/03/2020 (excluding holidays) up to 3.00 PM** and the Quotation will be opened on the same day at **4.00 PM** in presence of the interested quotationers or their representative who are willing to remain present, if possible.

Terms & Condition

1. The Quotation in sealed envelopes should be dropped subscribed "**QUOTATION FOR SEWING MACHINE**" in the specific tender drop-box kept in the **O/o the Blok Development Officer, Kathalia R.D. Block, Sepahijala District**, in all working days during office hours from **16/03/2020 to 27/03/2020 (excluding holidays) up to 3.00 PM**. The tender box will be opened on the same day, if possible.

2. The Quotationers must submit the following documents, without which the Quotation will be treated as **INVALID**:

(i) **Valid Trade License Certificate issued by competent authority,**

(ii) **Self Attested PAN Card copy**

(iii) **Self Attested AADHAR CARD**

(iv) **GST relates documents.**

3. **With regard to Co-operative Societies, the following documents will be required:**

(i) **Valid Societies Registration Certificate**

4. **D-Call money/Demand Draft from any State/National Bank for amount Rs. 10,000/- only to be deposited along with the quotation in favour of the BDO, Kathalia R.D. Block, Sepahijala District. Without D-Call / Demand Draft, the Quotations will be treated as INVALID.**

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5. The Suppliers will deliver the items in good condition to the **office of the Block Development Officer, Kathalia R.D. Block, Sepahijala District** and obtain receipt.
6. All transportation, labour cost and other incidental charges for delivery to the **office of Block Development Officer, Kathalia R.D. Block, Sepahijala District** will be done by the suppliers.
7. For maintaining high quality and standard, a quality inspection team will be formed consisting of representatives of Kathalia R.D. Block to inspect the quality.
8. The materials shall be supplied as per specification and supply shall be fully completed within **15 (fifteen) days** from the date of supply order. If the supplier fails to supply the items as per requirement within due time, the security money as deposited in the shape of D-Call will be forfeited.
9. The supplier will submit Bills after supplying as per delivered quantity and the Bills should be addressed to the **Block Development Officer, Kathalia R.D. Block, Sepahijala District** and shall be submitted in Triplicate along with Challan copy.
10. The rate quotation should be submitted in **ANNEXURE-A** both in words and figures and the Quoted rate should be inclusive of all taxes and other incidental charges including transportation.
11. GST Bills will be submitted by the supplier.
12. There is no predetermined quantity of required items, however total cost the materials may be assumed **Rs.4, 00,000.00 (Rupees Four Lakhs) only**. It may be increased or decreased.
13. The undersigned reserves the right to accept or reject any quotation or cancel the whole tender process without assigning any reason.
14. Quotation issuing authority reserves the right to accept or reject any quotation including first lowest tender without assigning any reason.

Prabha 12/3/2020
Block Development Officer
Kathalia RD Block: Sepahijala District

Copy to:-

1. The District Magistrate & Collector, Sepahijala District, Bishramganj for kind information.
2. The Director, Director of Information Technology, Government of Tripura for web publication at Tripura Government Website.
3. The Director (Advt.), ICA Department, Agartala for kind information please.
4. The DIO, NIC, Sepahijala District, Bishramganj with request to display in District portal and Tender Website.
5. The SDM, Sonamura for kind information with request to display in the Notice Board.
6. The Panchayat Officer of this block office with request to arrange for display in the Notice Board and instruct the Section In-Charge to keep a quotation Drop Box & register the names and addresses of the quotationers while dropping their quotations.

Prabha 12/3/2020
Block Development Officer
Kathalia RD Block: Sepahijala District

SPECIAL SHEET (TO BE FILLED BY BIDDER)

1. Bidder's name and detailed E-mail/postal address including phone number:-
2. Details of Earnest Money Deposit:-
3. List of enclosures:-
4. Past experience (If any):-

(Full Signature of Bidder with date)

ANNEXURE-A

Quotation for supply of Sewing Machine (USHA Umang Deluxe Sewing Machine (Paddle) along with Scissor, Measurement Tape & Scale)” during the year 2019-20 and 2020-21 BDO’s Office Kathalia, Sepahijala District.

SI No.	Name of Item	Specification	Quantity	Rate per unit (in Figure)	Rate per unit (in Word)
1	Sewing Machine	(USHA Umang Deluxe Sewing Machine (Paddle) along with Scissor, Measurement Tape & Scale)	1 (one)		

(Rate should be quoted in (both figure and word) inclusive of all inevitable taxes, transportation charges, cost of fitting and fixing & other service charge, if any.)

Full signature of the bidder with date
Mobile No:-