



**AGARTALA MUNICIPAL CORPORATION,
AGARTALA: TRIPURA**

Notice inviting e- tender.

PNIT No F1 (3)/e-Gov/AMC/e-ROR/2013/(V-2) / 7772-80

Date: 88 /01 /19

The Municipal Commissioner, AMC on behalf of Mayor, AMC invites e-Tenders from enlisted contractors/Firms/Agencies/ for the work:-

SL NO	NAME OF THE WORK	ESTIMATED COST	EARNEST MONEY	TIME FOR COMPLETION	DATE OF PUBLISHING	PRE-BID MEETING	LAST DATE OF BID SUBMISSION	TIME AND DATE OF OPENING OF BID	DOCUMENT DOWNLOADING AND BIDDING AT APPLICATION	CLASS OF BIDDER
1	Quotation for Data Entry of Family Register Book at 49 nos. ward office of Agartala Municipal Corporation. 01/E-GOV/AMC/2018-2019	Rs. 6,51, 778/-	RS. 6,5,17/-	120 (One hundred twenty) days.	08-01-2019, 17.00 Hrs	15-01-2019 AT 15:00 Hrs	22-01-2019 AT 15:00 Hrs	Technical Bid: 25-01-2019, 11.00 Hrs Financial Bid: 29-01-2019, 16.00 Hrs	https://tripuratenders.gov.in	Appropriate Class

- The intending bidder must read the terms and conditions carefully. He should only submit his/ her bid if he considers himself / herself eligible and he is in possession of all the documents required.
- Information and instruction for bidders posted on website shall form part of bid document.
- The bid document consisting of details, general terms and condition, commercial terms and condition, general information of work process, quantities of data and necessary field to be entries and other necessary documents can be seen and these can be downloaded from the only website **<https://tripuratenders.gov.in>**
- But the bid can only be submitted after uploading the mandatory scanned documents such as Demand Draft or Deposit –at- call receipt in favour of the **Agartala Municipal Corporation, Agartala** and other documents as specified.
- Those contractors / firms / agencies not registered on the website mentioned above, are required to get registered beforehand. This organization shall not remain committed to Impart training on, online bidding process, as per details available on the website.
- The intending bidders must have **valid digital signature** to submit the bid.
- On opening date, the contractor can login and see the bid opening process. After opening of bids he will receive the competitor bid sheets.
- Contractor must ensure to quote rate for each item in case of item rate tenders. The column meant for quoting rate in figures appears in pink color and the moment rate is entered, it turns sky blue. In addition to this, while selecting any of the cells warning appears that if any cell is left



blank the same shall be treated as "(0)". Therefore, if any cell is left blank and no rate is quoted by the bidder, rate of such item shall be treated as "0" (zero).

i) For any enquiry, please contact by e-mail to -amc.tripura@gmail.com

- The Bidders shall scan (in 100 dps scan resolution) all the required documents, into PDF format for uploading as part of Bid. Bill of Quantity (BOQ), which is the Rate quoting sheet in Ms-excel shall be downloaded, filled up properly and uploaded in the bid after digital signing. The Bidder shall always open the BOQ sheet with Macros Enabled.

List of the documents to be scanned and uploaded within the period of bid submission:

- ❖ *Deposit- at --call / Demand Draft receipt etc. against EMD.*
- ❖ *Deposit- at --call / Demand Draft of any scheduled bank towards cost of Bid document.*
- ❖ *Registration of firm,*
- ❖ ***Copy of registration for G.S.T and valid copy of GST return for last quarter etc.***
- ❖ *Copy of professional tax clearance document.*
- ❖ *Bank's certificate of solvency*
- ❖ *Last three (3) years annual turnover.*
- ❖ *Experience certificate of similar work.*
- ❖ *Copy of valid license regarding engagement of operators in the contract works from the Labour Department, Govt. of Tripura.*
- ❖ *Copy of PAN card.*

(Dr. Shailesh K. Yadav, IAS)
Municipal Commissioner
Agartala Municipal Corporation

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Date: 08 / 01 / 19

Copy to:-

- 01) P.S.to the Hon'ble Mayor, AMC for kind information of the Hon'ble Mayor.
- 02) The Hon'ble Councilor, Ward No-____, AMC for kind information.
- 03) The Addl. Municipal Commissioner, AMC for information.
- 04) The Dy. Municipal Commissioner, AMC for information.
- 08) P.R.O., AMC for information and necessary action for arranging publication in the local News Papers (enclosed 6 (six) copies N.I.T.).
- 09) The Office-In-Charge, West Police Station for information & necessary action please.
- 10) Accounts Section (Gl./ PWD), AMC for information.
- 11) The in-charge, e-governance cell, AMC for publication in the web site
- 12) Notice Board /Guard file, AMC

(Dr. Shailesh K. Yadav, IAS)
Municipal Commissioner
Agartala Municipal Corporation