

**GOVERNMENT OF TRIPURA
OFFICE OF THE BLOCK DEVELOPMENT OFFICER
GOURNAGAR R.D. BLOCK
UNAKOTI DISTRICT :TRIPURA**

No. 4583-95 F.10(9)/BDO/GNR/MsDP/TEN/2016-17

Dated, GNR. 29 / 8 /2017

NOTICE FOR TENDER

Sealed quotations are invited on behalf of the Governor of Tripura from reputed Farm, Agency, Suppliers, Co-operative societies & other authorized dealers, as per given format for supply of the following items under Gournagar R.D Block, Unakoti District during the FY 2017-18 under Multi-sectoral Development Programme (MsDP).

SL No	Name of Items	Specification
1	2	3
01	Desktop Computer of HP	Processor- Intel Core i3 7 th gen with supporting Mother Board
02		RAM- 4GB DDR3
03		Hard Disk- 1 TB
04		Keyboard
05		Mouse
06		CD/DVD Disc Drive
07		Monitor- 18.5" LED Display
08		Memory Card Reader with 3 in 1 memory card reader.
09		Operating System Windows 10
10		UPS of I-BALL
11	Computer Printer of HP	Printing, Scanning, Copy

The interested Farm, Agency, Suppliers, Co-operative societies & other authorized dealers may drop their quotations as per given format in the Drop box kept in the Office Chamber of the undersigned along with all requisite papers as per Terms & Conditions on all working days during office hours from **1st September, 2017 to 15th September, 2017 up to 4:00 PM**. The Tender Box will be opened on the same day, i.e **15th September 2017, at 4:30PM** in presence of all interested quotationers, if possible. Details of other terms & conditions and prescribed format are available in office as well as in www.tripura.gov.in

TERMS & CONDITIONS

1. The quotation in sealed envelopes should be dropped in the specific tender drop box kept in the Office Chamber of the undersigned on all working days during office hours from **1st September, 2017 to 15th September, 2017 up to 4:00 PM**. The box will be opened on 15/09/2017 at 4:30PM.
2. The Quotationers must submit the following documents, without which the Quotation will be treated as INVALID: 1. Valid Trade License certificate issued by competent authority 2. Self Attested PAN Card copy 3. Self Attested Voter ID copy 4. Income Tax clearance certificate for last 03(three) years 5. Professional Tax clearance certificate for last 03(three) years.

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3. With regard to Co-operative societies, the following documents will be required 1. Valid Societies registration certificate 2. Income Tax clearance certificate for last 03(three) years 3. Professional Tax clearance certificate for last 03(three) years.
4. D-Call money in the form of Demand Draft/Cheque from any State/National Bank for Amount of Rs. 20,000/- is to be deposited along with the quotation in favour of The Block Development Officer, O/O Gournagar R.D Block, Unakoti District. . Without D-Call money the quotations will be treated as INVALID.
5. In cases where the lowest rate is given by more than one supplier, rate negotiations will be done with them and if willing, the suppliers will be given supply order with equal quantity as far as practicable.
6. After finalization of supplier, the selected agency/supplier shall deliver a sample of all items intended to supply as per the design and specification within 7days for inspection and verification.
7. The suppliers will deliver the items directly to the selected High/HS Schools as per list to be provided later. They will install the same at the said venues. The exact number of items to be supplied will be indicated in the supply order to be issued after finalization of rates. All transportation, Labour cost and other incidental charge will be borne by the supplier. Charges of fitting fixing and installation have to be borne by the supplier. Before issuing of supply order, Memorandum of Understanding (MOU) will be signed between the O/O, Block Development Officer, Gournagar R.D Block, Unakoti District and the intending supplier.
8. In cases where the supplier is unable to supply the whole quantity within the specified time line, the 2nd lowest will be given the opportunity to supply the remaining items at the 1st lowest approved rate subject to approval of authority.
9. For maintaining high quality and standard, NIELIT, Agartala will be entrusted and unless quality inspection certificate is received from NIELIT, full payment will not be made.
10. The materials shall be supplied as per specification of the tender starting from 15 days from the date of issuance of Supply Order and supply shall be fully completed within 45 days from the date of supply order.
11. After delivery of the items, the suppliers may obtain a certificate of receipt and satisfaction/ approval from the concerned Headmaster/In-charge of the school.
12. The Bills should be addressed to the Block Development Officer, Gournagar R.D Block, Unakoti District and shall be submitted in Triplicate along with challan copy. The Bills should be supported by copy of supply order, Certificate of Quality inspection from authorized Team and Certificate of actual receipt by the respective school Headmaster/In-Charge of boarding houses.
13. GST and IT will be applicable as per norms.
14. The quantity of such items may be increased/decreased. It is further informed that subject to the approval of the authority the lowest/finalized rate shall remain valid up to one year from the date of finalization of rates. Supply order on the basis of finalization of the said quotation may be issued from other sections/schemes as well as from different GP/VC offices under Gournagar R.D.Block, Unakoti District.



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15. The prescribed format for dropping quotations is as given below:

SL No	Name of Items	Specification	Unit Price
1	2	3	4
01	Desktop Computer of HP	Processor- Intel Core i3 7 th gen with supporting Mother Board	
02		RAM- 4GB DDR3	
03		Hard Disk- 1 TB	
04		Keyboard	
05		Mouse	
06		CD/DVD Disc Drive	
07		Monitor- 18.5" LED Display	
08		Memory Card Reader with 3 in 1 memory card reader.	
09		Operating System Windows 10	
10	UPS of I-BALL	600VA	
11	Computer Printer of HP	Printing, Scanning, Copy	

16. The envelopes containing the quotations should be super scribed as "Quotation for computers & its peripherals".

17. The undersigned reserves the right to reject any quotation or cancel the whole tender process without assigning any reason.

18. Details of terms and conditions are available in office as well as www.tripura.gov.in

B.B.DAS
29/8/2017
(B.B.DAS)

**BLOCK DEVELOPMENT OFFICER
GOURNAGAR R.D BLOCK
UNAKOTI DISTRICT: TRIPURA**

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Copy to:

1. The District Magistrate & Collector, Unakoti District for kind information please.
2. The Joint Director(Advt.) ICA Department, Agartala- with request to publish in three local daily newspapers.
3. The DIO, NIC, Unakoti- for information with a request to display in District website as well as in www.tripura.gov.in
4. The SDM, Kailashahar/ Kumarghat, for kind information please.
5. The Block Development Officer, Chandipur/Kumarghat/ Pecharthal, for kind information with a request to display in the notice Board.
6. The Secretary, UZP, Kailashahar, for kind information please.
7. The Executive Engineer, RD Division, Kumarghat, for kind information with a request to display in the Notice Board.
8. The District Education Officer, kailashahar, for kind information with a request to display in the Notice Board.
9. The Chief Executive Officer, Kailashahar Municipal Council, for kind information with a request to display in the Notice Board.
10. The Executive Officer, Kumarghat Municipal Council, for kind information with a request to display in the Notice Board.
11. Email to portal.tripura@email.com with a request to arrange floating the tender document in www.tripura.gov.in.
12. The Nazir of this Block- with request to arrange for display in the Notice Board in this office and instructed to keep a Quotation Drop Box & register the names and address of the quotationers while dropping their quotations.
13. Accountant/Auditor of this Block for information.


(B.B.DAS)

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