

No.F.12 (1-1)-Agri(Store)/Refreshment/Tender/2023-24 / 925
Government of Tripura
Department of Agriculture & FW


Dated, Agartala, the 09/10/2023.

TENDER NOTICE

Subject: Supply of Refreshment (Food & Snack) items as per requirement of the Directorate of Agriculture, Krishi Bhawan, Agartala, during the year 2023-24.

Sealed tender are invited to award the work for Supply of Refreshment (Food & Snack) items as per requirement of the Directorate of Agriculture, Krishi Bhawan, Agartala, during the year 2023-24. The details of the refreshment items are given at Annexure-II.

2. The tenders are invited in two-bid systems i.e. **Technical Bid as per Annexure-I** and **Financial Bid as per Annexure-II**. The Financial Bid and Technical Bid should be sealed in separate envelopes. Both the envelopes should be placed in single sealed cover and superscribed as 'Tender for Supply of Refreshment (Food & Snack) items as per requirement of the Directorate of Agriculture, Krishi Bhawan, Agartala, during the year 2023-24 .The last date for receipt of tender is **upto 3.00 pm on 2nd November, 2023**. The Technical bid will be opened on same date at 4.00 pm (If possible) in the presence of tenderers, if any. Late Tenders beyond the scheduled date & time would not be accepted. Date of opening of Financial Bid of technically acceptable firm (s) will be intimated later on. The Department will not be responsible for any postal delay. The Tender document may be downloaded from the website: **www.agri.tripura.gov.in**.


09/10/2023
Joint Director of Agriculture (HOO)
Directorate of Agriculture
Krishi Bhawan, Agartala

: GENERAL TERMS AND CONDITIONS:

1. Earnest Money Deposit (EMD) & Tender Fee :

- a. Earnest Money Deposit (EMD) of Rs. 10000/- (Rupees ten thousand) Only and Tender Fee Rs. 1,000/- (Rupees One thousand) Only in the form of Demand Draft/D.Call in favour of Asstt. Director (DDO), Directorate of Agriculture, Govt. of Tripura on any Nationalized Bank/Scheduled Bank having branch at Agartala.
- b. EMD of L1 and L2 bidders will be retained by the Tender Inviting Authority (TIA). Other bidders EMD will be returned. EMD belonging to the L2 bidder will be returned after "Award of Contract" and EMD of L1 bidder will be retained as Performance security. Performance security money will be liable to be forfeited to the Government, in case of violation or breach of any of the terms of contract
- c. All the bidders shall have to deposit the EMD & Tender Fee compulsorily.

2. Signing of Agreement :

- a. The successful tenderer shall have to execute an "**AGREEMENT**" with the Department of Agriculture for execution of work within 3 (Three) days from the date of issue of AOC (Award of Contract) in the Procurement Portal, failing which AOC (Award of Contract) shall automatically stand cancelled and earnest money of the tenderer will be forfeited to the Government Account.

3. Release of Payment:

- a) No ADVANCE PAYMENT shall be paid. Payment shall be made after submission of bills by the contractor subject to availability of fund.
 - b) No escalation in rate on any account will be permitted during the contract period. Also, no subsidy will be given over the quoted rates.
 - c) Payment will be made after submission of invoice with full signature based on availability of food.
 - d) The contract will remain valid initially up to one year from the date of execution of the Deed of Agreement and may be extended for a period of further 12(twelve) months, if required. The extension of the validity of contract, if required by the Department of Agriculture & Farmers Welfare, will be binding on the Bidder.
 - e) No interest can be claimed in case of delay in making payment beyond the stipulated period of payment.
4. The bidder should submit upto date 3 years IT returns of the agency/firm/company.
 5. The bidder should submit GST registration certificate, PAN/TAN card of the agency/firm/company.
 6. The bidder **should submit valid Trade license** of the agency/ firm/company from the appropriate authority of the State Tripura.
- 7. The bidder should be based at Agartala or a representative establishment at Agartala for supply of refreshment within a day notice.**
8. The bidder should submit supply experience for last 3 (three) years in Government sector along with supporting documents.
 9. The bidder should submit Annual Turnover of Rs.10.00 Lakhs in any of last three financial years with supported by documentary proof/ audited /CA certified statement of account.

10. **The tender as well as the contract can be cancelled/terminated at any point of time by the Department without previous notice and without assigning any reason, whatsoever.**
11. **If selected bidder fails to provide good quality food, his/her bills will not be settled by the authority.**
12. The contract of the L1 bidder can be cancelled, in case quality food is not provided or supplied. In that case contract shall be awarded to the L2 bidder, if L2 bidder is agreeing to matchup rate with that of the L1 and will continue with similar pattern.
13. Sufficient Manpower and utensil for serving the food shall be provided by the bidder, as an when required.
14. If any of the certificates/documents furnished by the Bidder, found to be false / fabricated / bogus, the bidder will be liable to blacklisted.

15. List of the documents to be enclosed :


Technical Bid (Annexure-I):

- a) Signed copy of terms & conditions of the tender.
- b) Up to date last 3 years IT returns of the agency/firm/company.
- c) GST registration certificate, PAN/TAN card of the agency/firm/company.
- d) **Valid Trade license** of the agency/ firm/company from the appropriate authority of the State Tripura.
- e) Supply experience for last 3 (three) years in Government sector along with supporting documents (Notary).
- f) Annual Turn Over of Rs.10.00 Lakhs in any last three Financial year with supported by documentary proof/ audited /CA certified statement of account.

Financial Document (Annexure-II):

- a) As per Annexure-II.
16. During Technical Evaluation process, if any confusion arises in any of the technical documents, bidder may be called to bring the original documents and produce the same in front of Tender Screening Committee/ Tender Evaluation Committee.
 17. Department of Agriculture & Farmers Welfare reserves the right to reject or accept any tender including the lowest one, partly or wholly without assigning any reason.
 18. The Tender as well as the Contract can be cancelled/ terminated at any point of time by the Department without previous notice and without assigning any reason, whatsoever.
 19. No conditional tender will be accepted under any circumstances.




09/10/2022
Joint Director of Agriculture (HOO)
Directorate of Agriculture
Krishi Bhawan, Agartala

Annexure-II**Financial Bid**

Sl. No	Item	Description	Offered Rate (Amount in Rupees)	
			In Figure	In Word
1.	Snacks	Tea/Coffee/Samosa/ Roasted Kaju/Boil Cake)		
2.	Lunch (Veg)	Rice (basmati), Mixed Veg, Paneer curry, Mixed Dal, Chatni, salad, fry potato/ brinjal/ pumkin, Sweet (gulab jamun/ Rasogolla, Drinking Water bottle (Kinley/Bailley/Besleri, 500 ml)		
3.	Lunch (Non Veg) –	Rice (basmati), , Mixed Veg, Katla Fish curry (150 gm) / Chicken curry (150 gm), Mixed Dal, Chatni, salad, Papad, fry potato / brinjal, Sweet (gulab jamun / Rasogolla, Drinking Water bottle (Kinley/Bailley/Besleri 500 ml)		

Signature of bidder

Name:

Seal :

Date:

