

Government of Tripura
Office of the Supdt. of Agriculture & Farmers Welfare
Kakraban Agri. Sub-Division
Udaipur, Gomati, Tripura

No. F.11 (1)/SA (KBN)/Tender/ 2020-21/ 3801-14

Dated, Udaipur, the 07/01/2021

NOTICE INVITING TENDER

Sealed tender super scribed as " Tender for Stationary Articles" are invited on behalf of the Governor of Tripura from experienced and resourceful distributors/dealers/suppliers for supply of following stationary articles to the office of the Supdt. of Agri. Kakraban Agri. Sub-Division , Udaipur Gomati Tripura w.e.f. **March 2021 to Feb' 2022**. Tender will be received on **27-01-2021** from 11 AM to 3 PM. All concerned interested persons are requested to submit their rate as per the format furnish below.

FORMAT

Sl. No.	Item	Description	Brand	Rate (in Rs.).
1	Binding Register	No-20	oxford	
		No-16		
		No-12		
		No-8		
		No-6		
		No-4		
2	Plastic Scale	18 inch.	Deluxe	
3	Xerox Paper	A -4	JK Copier	
		Legal	JK Copier	
4	Computer Ink	Hp 88A		
		HP 12 A		
5	Alpin	T- Type	Gem	
6	Carbon Paper	Small -(Blue)	Kores	
		Big (Blue)	Kores	
7	Kham (envelop)	25/11 cm		
		30/12		
8	Gum-(office Paste)	150 ml	Kores	
9	Correction Pen		camlin	
10	Add jell Pen	Black/Blue/Green		
11	Cotton thread for binding	Best quality		
12	Staple Pin (Big)	24/6	Kores	
13	Naphtalin Ball			

Sl. No.	Item	Description	Brand	Rate(in Rs.).
14	Numbering Machine		Oddy	
15	Stamp Pad (Small)		Ashok	
16	Stamp Pad (Big)		Ashok	
17	Stamp Pad Ink	100 ml		
18	White Paper			
19	Paper Wt.	Standard		
20	Marking Cloth	Per Mt.		
21	Dot Pen (Blue/Black/Red)	One Time		
22	Add Gel Refill	(Black/green/Blue)		
23	Calculator	12 Digit	Casio/Oriva	
24	Lock & Key	Big (7 -Lever) (link)		
25	Lock & Key	Small (5-lever) Link		
26	Candle (Big)			
27	Guard file			
28	File Cover			
29	File Board			
30	Anti Virus (Quick heal)	3 in one		
31	Torch Cell	(Big)	Nippo	
32	Normal Torch			
33	Pencil Battery			
34	Towel (Big)			
35	Towel (Small)			
36	Dettol Soap			
37	Harpic (Big)			
38	Tube Light	40 Wt.		
39	CFL	10/20 Wt.		
40	Salo Cloth			
41	Dettol Hand wash			
42	Broom	Flower		
43		Coconut		
44	Vim Liquid			
45	Hi- lighter			
46	Pen Drive	8 GB	Sony	
		16 GB	Sony	


Sl. No.	Item	Description	Brand	Rate(in Rs.).
47	Detergent Powder			
48	Odonil			
49	White Phenyl			
50	Pen Stand	Best quality		
51	Paper Clip	Best quality		
52	Measuring tap	50mt		
53	Scissors	medium		
54	Writing Pad	Spiral		
55	Seat Cushion			
56	Table Glass	24x8 inch		
		24x12 inch		
57	Plastic Stick	Thin		
58	Plastic Stick For binding reports	Big Size		
59	Stapler Machine	Standard (24/6 to 26/6)		
60	Tone Thread			
61	Wall Clock		Ajanta	
62	Room freshener			
63	Blank CD		Sony	
64	Extension Cord	BAJAJ EXTENSION REEL 3 Socket Extension Boards		
65	Cello tape	½ inc		
		1 inc		
66	Brash for Toilet			
67	Plastic Rope			
68				
69	Wooden Pencil	Apshara		
70	Good Night Machine with Liquid			
71	Good Night Liquid			
72	Knife	Big		
73	Desk Calendar Stand	Big		
74		Small		
75	File flag			
76	Waste paper basket	Medium size		
77	Dak-Pad		Plastic	

Sl. No.	Item	Description	Brand	Rate(in Rs.).
78	Duster	Small		
79	Tag			
80	Sujan			
81	Gems clip			
82	Marker Pen			
83	Chain flag (National)			
84	Measurement Book (MB)	Standard		
85	Bulb	100 wt		
86	Charge Light	2.8w LED	Havel	

TERMS AND CONDITION

1. Sealed tender will be received by the undersigned on 27-01-2021 from 11 A.M. to 3 P.M. and shall be opened on the same date at 4.00 PM (if possible), where tenderer or their authorized representative may remain present at the time of opening.
2. The rate should be offered for destination point viz,; Store section of the Supdt. of Agriculture, Kakraban.
3. Tenderer should quote their rates per unit of articles both in figure and in words for delivery to Store section of the Supdt. of Agriculture, Kakraban. at their own cost, arrangement, risk etc. Quoted rate should be inclusive of all taxes(**GST**)/levies etc. Handling/lifting/loading and unloading etc. both ends and stacking in the go-down as aforesaid shall be done by the tenderer at his/their own cost. It may be pointed out here that **NO ADVANCED PAYMENT** being the cost of articles will be made under any circumstances.
4. The rate will remain ***valid initially up to one year i.e. from March 2021 to Feb' 2022 and may be extended for further 3(Three) months if required,*** from the date of execution of agreement. Any overwriting/penned through etc. in any figure/name in the tender will be disqualification on the part of the tenderer and the tender shall be liable to be rejected unless it is noted separately with signature and seal (if any).
5. Details terms and conditions and rate quoting form will be available from the Store section of the Supdt. of Agriculture, Kakraban. during office hour on all working days up to 25/01/2021 or may be downloaded from the website, **www.agri.tripura.gov.in**.
6. Each tender should be accompanied with Earnest Money of ***Rs.1,500/- (Rupees One thousand five hundred)*** only in the shape of 'Deposited-at-Call'/Demand Draft on ***any Nationalized Bank having branch at Udaipur*** duly pledged in favour of the Supdt. of Agriculture, Kakraban Agri. Sub-Division.
7. Up-to-date Professional Tax clearance Certificate, Income Tax clearance certificate, GST clearance certificate, photocopy of PAN Card is to be submitted along with the rate quoted, failing which the tender shall be treated as invalid and rejected.
8. Earnest money shall be refunded to all unsuccessful tenderer after final decision about acceptance of tender.

9. Successful tenderer (S) shall have to deposit security money of Rs. 10,000/- (Rupees Ten thousand) only in the shape of '**Deposit-at-Call**' on **any nationalized Bank having branch at Udaipur** duly pledged in favour of **the Supdt. of Agriculture, Kakraban Agri. Sub- Division . within 7 (seven) days** from the date of issue of rate acceptance unless they are otherwise entitled to enjoy exemption under specific Government order/rules. In such cases, the tenderer shall have to furnish Notary attested copies of the Government order/rules along with the tender in support of their claim for exemption. If the successful tenderer fails to deposit security money within the stipulated period, the tender shall be treated as invalid and rejected and earnest money deposited shall be forfeited to the Government.
10. The successful tenderer shall have to execute "**DEED OF AGREEMENT**" in prescribed form of this Department for execution of work within **7 (seven) days** from the date of issue of rate acceptance order failing which rate acceptance order shall automatically stand cancelled.
11. Earnest money of successful tenderer who fail to deposit security money and execute "**DEED OF AGREEMENT**" within the prescribed time and manner is likely to be forfeited to the Government and their quotation shall be treated as cancelled.
12. Supply order will be issued in split and in phased manner and supply should be completed in full within **7 (seven) days** from the date of issue of supply order as per terms & conditions. Supply in full and the supply order is likely to be treated as cancelled.
13. Rate (s) quoted by the tenderer is final for the period of contract. No subsequent escalation of price will be acceptable to the Government even in case of increase of transportation cost/labour charges/wages/cost of bags and bagging/stitching/handling charges costs etc. etc.
14. Security money will be released after faithful discharge of the contract and final settlement of payment.
15. Whole amount of security money will be liable to be forfeited to the Government in case of violation or breach of any of the terms of contract. The contract may be terminated at any time without previous notice and without showing any reason, whatsoever.
16. Only those should participate in tender who have got sufficient quantity of the articles in their stock and will be in a position to supply in short notice.
17. No one need to participate who does not accept/fulfill the terms & conditions indicated above.
18. Any penal action imposed by the Government for breach of terms of contract shall be final and binding on the part of the supplier (s)/tenderer.
19. In case of disputes, if any, the decision on the matter of dispute by the Director, Department of Agriculture, Government of Tripura shall be final and binding. It is also provided that the courts in Tripura State only will have the jurisdiction to decide the dispute between the Agriculture Department and other party in respect of the matter arising out of the contract/purchase order for the tender itself.
20. No interest can be claimed in case of delay in making payment beyond the stipulated period of payment.
21. No conditional tender will be accepted whatever may be.
22. The quantity of articles may increase or decrease at any time, depending upon the need.
23. **GST bill should be submitted after supply of commodity as per supply order time to time.**
24. Expenditure should be limited to 2 Lakhs (Apx)
25. The undersigned reserves the right to reject or accept any tender including the lowest one partly or wholly without assigning any reason or distribute the same to two or more tenderer, if necessary.
26. The undersigned reserves the right to cancel the tender process without assigning any sort of reason.

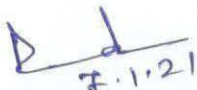

7.1.21
Superintendent of Agriculture
Kakraban Agri. Sub-Division
Udaipur, Gomati, Tripura

Copy to:-

1. The Director, I. C. A. T., Govt. of Tripura along with 5(five) copies of "**PRESS NOTICE INVITING TENDER FOR STATIONARY ARTICLES**", for the Supdt. of Agriculture, Kakraban Agri. Sub-Division, Udaipur, Gomati District, with a request to kindly arrange for publication of the same in 3 local Leading Dailies in one insertion as per rules.
- ~~2.~~ 2. The Director, Deptt. of Agriculture & Farmers Welfare, Govt. of Tripura, for favour of kind information.
3. The Director, Deptt. of Horticulture & Soil Conservation. Govt. of Tripura, for favour of kind information.
4. The Chief Engineer, Agriculture, Tripura, for favour of kind information.

Copy also forwarded with a request to kindly arrange to display the NOTICE INVITING TENDER FOR STATIONERY ARTICLES for Supdt of Agriculture, Kakraban, Agri. Sub-Division, Udaipur, Gomati District, in their Notice Board for wide circulation:-

1. The District Magistrate & Collector, Gomati, Udaipur, for favour of kind information.
2. The Deputy Director of Agriculture, Gomati, Tripura, Udaipur, for favour of kind information.
3. The Deputy Director of Horticulture, Gomati Tripura, Udaipur, for favour of kind information.
4. The Executive Engineer (Agri.), South Tripura District, Udaipur, for favour of kind information.
4. The Sub-Divisional Magistrate, Udaipur for favour of kind information
5. The Superintendent of Agriculture, Matabari/ Killa,/Amarpur/ Ompi/Karbook Agri. Sub-Division for information please.
5. The Block Development Officer, Kakraban, for information please.
6. The Nodal Officer, Department of Agriculture, Agartala, with a request to upload the NIQ in the website www.agri.tripura.gov.in within 3(three) days, 1(One) soft copy in enclosed herewith for necessary action.
7. Notice Board, Office of the Supdt. of Agriculture, Kakraban Agri. Sub-Division, Udaipur Gomati District
8. The Manager for information.


7.1.21
Superintendent of Agriculture
Kakraban Agri. Sub-Division
Udaipur, Gomati, Tripura