

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

TENDER NOTICE

Sealed Tender for supply of '**Stationary articles**' for Kakraban Agri. Sub-Division, Udaipur, Gomati, Tripura, for a period of 1 (one) year, which may be extended for 3 (three) months if required, will be received on 16-05-2018 in the chamber of Superintendent of Agriculture, Kakraban, Udaipur, Tripura, from 10 A.M to 3 P.M. Details information is available in the notice board of Superintendent of Agriculture, Kakraban. All willing tenderers are requested to contact with the office of the Supdt. of Agriculture, (Kakraban) on or before 15.05.2019 in the office hours or visit www.tenders.gov.in for details.

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

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. **June 2018 to May 2019**. Tender will be received on 16-05-2018 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	Duplicating Paper			
8	Kham (envelop)	25/11 cm		
		30/12		
9	Gum-(office Paste)	150 ml	Kores	
10	Correction Pen		camlin	
11	Add jell Pen	Black/Blue/Green		
12	Cotton thread for binding	Best quality		
13	Staple Pin (Big)	24/6	Kores	
14	Stapler Pin (Small)		Kores	
Sl. No.	Item	Description	Brand	Rate(in Rs.).
15	Numbering		Oddy	

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

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

81	Tag			
82	Sujan			
83	Gems clip			
84	Marker Pen			
85	Water Bottle	500 ml/1lit		
86	Chain flag (National)			
87	Measurement Book (MB)	Standred		

TERMS AND CONDITION

1. Sealed tender will be received by the undersigned on 16/05/2018 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 Jene 2018 to May 2019 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 15/05/2018 or may be downloaded from the website, www.tenders.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 order and the Deed of Agreement and security money will be liable to be forfeited to the Government in the event of failure to supply in full and the supply order (S) 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. 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.
 19. 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.
 20. 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.
 21. No interest can be claimed in case of delay in making payment beyond the stipulated period of payment.
 22. No conditional tender will be accepted whatever may be.
 23. The quantity of articles may increase or decrease at any time, depending upon the need.
 24. **GST bill should be submitted after supply of commodity as per supply order time to time.**

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 at least in 3 local Leading Dailies in one insertion as per rules.
2. The Director of Agriculture, Govt. of Tripura, for favour of kind information.
3. The Director 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.tenders.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.

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