

**GOVERNMENT OF TRIPURA
OFFICE OF THE BLOCK MISSION MANAGER,
BLOCK MISSION MANAGEMENT UNIT,
SATCHAND RD BLOCK, SOUTH TRIPURA**

Email: bmmu.satchand.trlm@gmail.com/ trpsatchand@nic.in Ph. (03823) 266228

F.No.21 (14) BMM/STC/TRLM/2014-15/ 127-35

Date 12 / 4 /2017

Short NOTICE INVITING QUOTATION

The undersigned invites sealed quotation of rate in plain paper for procurement of various stationary items for TRLM under Satchand R.D Block, South Tripura for the financial years 2017-2018. The quotationer/bidders should required to submit documents and earnest money of Rs-5000/- (Rupees Five Thousand) only along with the tender (amount to be submitted in the shape of DD in favour of undersigned drawn on any Nationalized Bank of India).

The tender box will be kept open for dropping of quotation by the intending quotationer in the chamber of the undersigned from **13.4.17 to 29.4.17** (office hours and working days only) and The box will be opened on 29.4.16, 3 pm(if possible).

The interested Tenderer/Quotationer should quote the rates as per prescribed format enclosed along with the copy of registration of the Firm PRTC, PAN card, and VAT registration VAT clearance, Tax clearance, Aadhar card etc as the evidence of valid bidder any incomplete Tender/Quotation will summarily be rejected. Specification of items is enclosed.

Terms and conditions

1. The rate of articles/items must be mentioned clearly. It must also be mentioned that whether the rate are inclusive of taxes & vat etc. if exclusive, the rate of applicable taxes & vat shall clearly be mentioned. The bidder quoting the lowest cost (inclusive of all taxes) shall be selected for supply of the items.
2. The rate per unit should be quoted both in figure and words.
3. Any over writing or erasing in the quotation will lead it as cancelled.
4. The quotationer should duly sign the quotation paper.
5. Payment will be made on availability of fund.
6. The undersigned reserved the right to accept or reject any quotation fully or partly including the lowest rate of all items without assigning any reason thereof.
7. The undersigned reserved the right to issue supply order to any other second or third lowest bidder to supply the items on failure by the successful bidder to comply the Terms and conditions of the quotationers.

(Manik Chakraborty)
Block Mission Manager (BDO)
Block Mission Management Unit
Satchand R.D Block, South Tripura

Copy to:-

1. The District Mission Manager (DM & Collector), South Tripura, Belonia for favour of kind information.
2. The Sub-Divisional Magistrate, Sabroom, South Tripura, favour of kind information.
3. The Director, ICAT for kind information with a request to publish in the three local daily news paper.
4. The Superintendent of Agriculture/Horticulture, Sabroom for information.
5. The Superintendent of Fisheries, Satchand for information.

Copy to forward:-

1. The Sabadhipati, South Tripura, Zilla Parishad, Belonia for favour of kind information.
2. The Chairman, BAC, Satchand RD Block, South Tripura, favour of kind information.
3. The Chairperson, Panchayat Samiti, Satchand RD Block for favour of kind information.

Block Mission Manager (BDO)
Block Mission Management Unit
Satchand R.D Block, South Tripura

Stationary items for TRLM under Satchand RD Block

Sl No.	Items	Specification of each items	Quoted Rate (Rs. both in figure and words)
1.	A4 Paper	JK (Red 70GSM)	Rs. (Rupees.....) only
2.	A3 Paper	JK (Red 70GSM)	Rs. (Rupees.....) only
3.	File cover & File board	Udyog	Rs. (Rupees.....) only
4.	Marker Pen(white board)	-	Rs. (Rupees.....) only
5.	Post Kham (9.5")	-	Rs. (Rupees.....) only
6.	Calculator	Bistec	Rs. (Rupees.....) only
7.	Stapler (24/6)	Kangaroo	Rs. (Rupees.....) only
8.	Stapler pin (24/6)	Kangaroo	Rs. (Rupees.....) only
9.	Tag	1Bundle	Rs. (Rupees.....) only
10.	Flag paper	1Bundle	Rs. (Rupees.....) only
11.	Fevi Gum	200 ml	Rs. (Rupees.....) only
12.	Toner 88A	Image King	Rs. (Rupees.....) only
13.	Toner 88A	Product	Rs. (Rupees.....) only
14.	Toner 12A	Image King	Rs. (Rupees.....) only
15.	Toner 12A	Product	Rs. (Rupees.....) only
16.	Toner -235AT	Sharp	Rs. (Rupees.....) only
17.	Toner -235AT	Image King	Rs. (Rupees.....) only
18.	Punch Machine	Kangaroo	Rs. (Rupees.....) only
19.	Stamp Pad		Rs. (Rupees.....) only
20.	Plastic File Cover	Normal	Rs. (Rupees.....) only
21.	Sujan		Rs. (Rupees.....) only
22.	One Time Pen (black and blue)	Agni	Rs. (Rupees.....) only
23.	Note Sheet	1Bundle	Rs. (Rupees.....) only
24.	Scale (12")		Rs. (Rupees.....) only
25.	Stock RegisterNo-16	Oxford	Rs. (Rupees.....) only
26.	RegisterNo-6	Oxford	Rs. (Rupees.....) only
27.	RegisterNo-4	Oxford	Rs. (Rupees.....) only
28.	Chart Paper(Blue, White & Red)		Rs. (Rupees.....) only
29.	Khata	Ordinary	Rs. (Rupees.....) only
30.	Marker Pen		Rs. (Rupees.....) only
31.	White Board(2'x3')		Rs. (Rupees.....) only
32.	Board Duster		Rs. (Rupees.....) only
33.	Tribal		Rs. (Rupees.....) only
34.	Table glass		Rs. (Rupees.....) only
35.	Torch light	Chargable	Rs. (Rupees.....) only
36.	Charge light	Chargable	Rs. (Rupees.....) only
37.	Xerox Machine Cartridge	Sharp AR5620V	Rs. (Rupees.....) only
38.	Pure it (Life Indicator)	Pure it Classic 23ltr	Rs. (Rupees.....) only
39.	Camera Charger	Nikkon Coolpix L330	Rs. (Rupees.....) only
40.	Memory Card (type- SD)	32 GB SD Memory Card	Rs. (Rupees.....) only
41.	Battery (2300mah)	Chargeable pencil battery	Rs. (Rupees.....) only
42.	Pen Drive (32Gb)	HP or Sony	Rs. (Rupees.....) only
43.	Both Side Tape		Rs. (Rupees.....) only
44.	Sketch pen		Rs. (Rupees.....) only
45.	High lighter pen		Rs. (Rupees.....) only
46.	Plastic Doormat		Rs. (Rupees.....) only