

Detailed Notice Inviting Tender No. : DT-1/CHAIR/EE/RD/TLM-DIV/2017-18 DATED 20-04-2017

**GOVERNMENT OF TRIPURA
RURAL DEVELOPMENT DEPARTMENT
OFFICE OF THE EXECUTIVE ENGINEER
R. D. TELIAMURA DIVISION
TELIAMURA, KHOWAI DISTRICT
(PH CUM FAX NO- 03825-262095)**

1. PNIT NO. : PT-1/EE/RD/TLM-DIV/2017-18, DATED 20-04-2017
2. Name of Item : Supply and fitting fixing of prefabricated multi seated (two/three nos) metallic chair with foam based seat and back cover with arm, mounting on beam (Model:-DC-155) for community hall at various construction work site of Khowai District under jurisdiction of RD Teliamura District (2 municipal areas & 6 Blocks areas.).
3. Earnest Money : **20,000.00** (Rupees Twenty thousand) only.
4. Cost of tender Form : **300.00** (Non refundable) in the form of DD.
5. Inspection : Departmental inspection.
6. Tender form : Tender form is to be downloaded from the website www.tenders.gov.in and <http://rural.tripura.gov.in/> by eligible bidders.
7. Last date of dropping of tender : 3.00 PM of 05-05-2017.
8. Probable date of opening of Tender : 4.00 PM of 05-05-2017 (if possible). Interested bidders or their representatives may remain present during opening of the tender.
9. Tender dropping place : In the specified tender box, kept in the office of the **Executive Engineer, R. D. Teliamura Division, Khowai District.**
10. Sample : To be submitted as and when asked by the tendering authority.
11. Declaration of Informal and formal bid : During opening Formal or informal will not be declared. After detailed scrutiny it will be declared.
12. Total no. of written pages including this page : 14 (Forteen) nos. including this page.

Full Signature of Bidder

DT-1/FOAM CHAIR/EE/RD/TLM-DIV/2017-18 DATED 20-04-2017

INDEX

Sl. No.	ITEM	Page No.
1	SALIENT POINTS OF TENDER / INSTRUCTION TO BIDDER	3-4
2	DECLARATION	5
3	PNIT	6
4	BIDDER'S SHEET	7
5	GENERAL TERMS AND CONDITION	8 – 12
6	SPECIFICATION SHEET / SPECIAL TERMS AND CONDITIONS	13
7	ANNEXURE (RATE QUOTING SHEET)	14

DT-1/FOAM CHAIR/EE/RD/TLM-DIV/2017-18 DATED 20-04-2017**SALIENT POINTS OF TENDER/INSTRUCTION TO BIDDER**

- 1) **Eligibility of bidder :-** Gross/retail seller/authorized local dealer of Decowell chairs having showroom or go-down of tendered stores.
- 2) **Enclosures /complete tender :-**
 - i) Tender form (without tender form, bid will be rejected).
 - ii) Valid attested copy of document/Trade license in support of eligibility criteria.
 - iii) Attested copy of Valid PTCC.
 - iv) Attested copy of valid VAT registration certificate.
 - v) Attested copy of PAN card.
 - vi) EMD.(only in the form of D.Call)
 - vii) Cost of Tender form.
- 3) **Tender form :-** To download tender form from the website www.tenders.gov.in and <http://rural.tripura.gov.in/> by eligible bidders. No tender form will be sold. Any subsequent corrigendum will be available in the website.
- 4) To go through specification, terms and conditions of DNIT.
- 5) To sign each and every page of tender form.
- 6) EMD (Deposit at Call) and Cost of tender form are to be deposited separately.
- 7) **Earnest money :-** To deposit EMD (Rs 20,000.00) in favour of the Executive Engineer, R. D. Teliamura Division on any nationalized/scheduled bank in the shape of **D-Call** along with tender. Without EMD in appropriate shape the tender will summarily be rejected.
- 8) **Cost of tender form :-** To deposit cost of tender form (Rs 300.00) in favour of the Executive Engineer, R. D. Teliamura Division on any nationalized/scheduled bank in the shape of Demand Draft (D.D.) along with tender.
- 9) To get ready attested copy of all required documents.
- 10) To fill up each and every point of bidder's sheet.
- 11) To fill the rate quoting sheet.
- 12) To write DNIT number and date, name of item, bidder's name and address in the envelope containing complete tender and to seal the envelope by wax or self adhesive tape (cello tape).

Full Signature of Bidder

The sealed envelope must be addressed to the Executive Engineer, R. D. Teliamura Division, Teliamura, Khowai District, PIN – 799205.

- 13) The full fledged and sealed tender may be dropped in the tender box kept in the office of the Executive Engineer, R. D. Teliamura Division, Teliamura Office, Khowai District *within **3.00 PM of 05-05-2017*** or may be sent to the tendering authority by post (registered with A/D only) to reach *within 3.00 PM of 05-05-2017*.

PT-1/EE/RD/TLM-DIV/2017-18 DATED 20-04-2017

DECLARATION

I do hereby declare that I have personally gone through the relevant Draft Notice Inviting Tender and understood all the clauses, specifications of tendered items, instruction of the DNIT and having been fully satisfied, I have quoted the rate of item. This is further to certify that I have suppressed no facts in the tender which could debar me to participate into the tender. If it is revealed after opening of the tender that any fact is suppressed by me, tendering authority shall have the right to reject my tender along with other stern action against me as per term condition of the tender. I do affirm that all the term conditions of DNIT are unconditionally accepted by me. I have no objection if any extra term condition, mutually accepted by me and purchaser is incorporated into the agreement.

AND

I do hereby also declare that I am not blacklisted by any department / agency of central or state regarding quality compromise or any other reason in connection with similar work and there is no ongoing litigation with any department / agency of central / state Government as on closing date of tender. If subsequently it is revealed after opening of the tender that my declaration is false, my tender /concerned agreement will be cancelled, deposited earnest / security money will be forfeited and other penalty to be decided by the tendering authority will be imposed.

(Signature of bidder
Full name & Seal)

Full Signature of Bidder

**GOVERNMENT OF TRIPURA
OFFICE OF THE EXECUTIVE ENGINEER
R. D. TELIAMURA DIVISION
TELIAMURA, KHOWA I DISTRICT
PHONE CUM FAX – 03825-262095**

Short Notice Inviting Tender No. PT-1/EE/RD/TLM-DIV/2017-18

Dated 20-04-2017

On behalf of the Governor of Tripura, the Executive Engineer, R. D Teliamura Division, Teliamura, Khowai District, Tripura invites item rate sealed tender for Supply and fitting fixing of Multi seated Metallic and foam based chair (DC-155) with two/three nos chairs on beam for hall at various construction work site of Khowai District up to **3:00 PM on 05/05/2017** from the resourceful, bonafied and eligible bidders. The details of this tender and **Tender Form** may be downloaded from the website www.tenders.gov.in and <http://rural.tripura.gov.in> by eligible bidders.

For any clarification any bidder may also contact to the office of the tendering authority.

Sd/- Illegible
(*Er. S. Bhattacharjee*)
Executive Engineer
R. D. Teliamura Division
Teliamura

Copy to:-

- 1) The District Magistrate & Collector, Khowai District.
- 2) The Director, ICA Department Agartala along with 8 copies, with request for publication (single insertion) in leading local dailies as per rule.
- 3) The Chief Engineer R. D. Department, Agartala.
- 4) The Superintending Engineer, R. D 1st Circle, Agartala.
- 5) The Block Development Officer, KHO/KLP/TLS/PDB/TLM/MGK R. D Block, Khowai District with a request to display the PNIT in their office notice board. Further they are requested to send a copy of the tender to the Local merchant association office for wide circulation.
- 6) The Secretary, Merchant Association/contractor association, Teliamura.
- 7) All AE/JE/TA, R.D. Teliamura Division, Teliamura for information & necessary action.
- 8) Office Notice Board.
- 9) Tender File No. F. 3(6)/EE/RD/TLM-DIV/2016-17 for record.

Executive Engineer

Full Signature of Bidder

PT-1/EE/RD/TLM-DIV/2017-18 DATED 20-04-2017

BIDDER'S SHEET

Bidders are requested to provide wanted information in this sheet. All the points are not required for all bidders. They should select their relevant points and fill up accordingly. Other points, not related may please be marked as Not Applicable.

1. Name and detailed mailing address of the Bidder (Firm / agency) who has participated in the tender along with phone, mobile No. fax number with STD code & email.

2. PAN number of bidder:-

3. Name of person (proprietor) who have signed the tender paper :-
Mobile, Phone, Fax No. :-
E-mail address :-

4. Details of Earnest money deposit (amount, bank name, branch name, form of deposit, instrument no. and date):-

5. Details of cost of tender form (amount, bank name, branch name, form of deposit, instrument no. and date):-

6. Experience of bidder (if any):-

7. List of enclosures :-

8. Any other information if any :-

Full Signature of Bidder

PT-1/EE/RD/TLM-DIV/2017-18 DATED 20-04-2017**GENERAL TERMS CONDITIONS OF TENDER**

- 1) **Eligibility of bidder :-** As stated under **instruction** to bidder.
- 2) **Enclosures with tender :-** Bidder shall have to submit valid attested photo copies (whichever is/are applicable to the bidder) as stated under instruction of bidder. If any of the above applicable paper is not enclosed with any tender, tendering authority reserves the right to declare the incomplete tender as informal or may ask the bidder to submit wanted documents after opening of tender. Besides this, the department reserves the right to seek any additional information/document in any stage from the bidder after opening of the tender. Tender without earnest money and cost of tender form will be rejected on the opening table.
- 3) **Tender form :-** As stated in 1st page of DNIT.
- 4) **Mode of tender submission:-** Tender may be dropped in the tender box, kept in the office chamber of tendering authority or sent by post (Registered with A/D). In both the case tender has to reach the tendering authority positively within the last date of dropping (as mentioned in 1st page of DNIT). Tender received by post within permitted period will be dropped in the tender box by tendering authority. Tender box will be sealed at fixed time (As per clock of tendering authority). In no way tender, after closing of tender box will be entertained. Tendering authority will not be liable for any postal delay (if sent through post).
- 5) **Tender preparation :-** Each and every page (including blank pages if any) of tender form should be signed by the bidder. All documents as mentioned under instruction to bidder will be inserted into an envelope and sealed properly. No unwanted paper should be enclosed along with tender. Sealed envelope shall invariably have following inscriptions- Name of item, DNIT number and date, name and address of the bidder. The sealed envelope must be addressed to the Executive Engineer, R.D. Teliamura Division, Teliamura, Khowai. Bidder may consult with the office of the tendering authority if necessary.
- 6) **EMD and cost of tender form :-** Bidder must deposit the same as stated under instruction to bidder. No transfer of earnest money (earnest money or security deposit in connection with other work) will be allowed.
- 7) **Sample :-** As stated in 1st page of DNIT. Sample is non refundable. If any supplied item's quality differs from the approved sample then entire lot may be rejected or bidder may be asked to replace the lot or penalty may be imposed on the supplied lot at the percentage by which deviation will occur with respect to the submitted sample.
- 8) **Validity of rate :-** Rate should remain valid for one year from the date of acceptance of tender by the HPC without any price variation of clause for placement of supply order.

Full Signature of Bidder

- 9) **Price variation clause :-** Price should be fixed and firm in all respect. No price variation will be allowed in case of variation in raw materials cost, transportation cost and revision in excise duty , TVAT , CST/VAT and all other taxes / charges. The deduction of TVAT at source shall be at the rate as notified by the Government from time to time.
- 10) Any clarification/explanation if any regarding the tender should be sought from the undersigned before dropping of tender.
- 11) After opening of tender if the rate of any item(s) found same as quoted by two or more bidders in that case all the eligible lowest bidders will be called for negotiation and in the negotiation table separate sealed rate will be collected from all the 1st lowest bidders and lowest rate to be processed for finalization of rates. However the purchaser has full power to split the quantity among the initially lowest bidders if necessary subject to the condition that they agreed to supply as per the approved rate of department.
- 12) **Supply order :-** Supply order will be placed by the tendering authority / concerned Block Development Officer. Supply should be materialized in consultation with the concerned purchaser. Bill in triplicate accompanied by receipted challan should be raised through the concerned implementing officer of the work only. Supply order will be placed in phase manner against requirement of specific work.
- 13) **Security money and agreement :-** After issue of supply order, the successful bidder (supplier) shall have to deposit 5% value of issued supply order subject to a maximum of INR 50.00 thousand as security money in the shape of bank draft / fixed deposit/Dcall at any nationalized or scheduled bank within 3 days from the date of issue of the supply order and sign formal agreement with the purchaser failing which the deposited earnest money of the bidder will be forfeited to the full extent & bidder will be declared black listed for next two years. Minimum value of security money is equal to earnest money. Earnest money will automatically be converted to security money after issuance of supply order. Additional amount if any to be deposited separately.
- If supply order is issued by the Block Development Officer then separately security money to be deposited and agreement to be signed. The security money will be released after the warranty period. In case of any detected defect of the purchased materials not attended / replaced / repaired by the supplier within seven day during validity of warranty period, will be treated as violation of agreement and security money to the full extent will be forfeited along with black listing of the firm for two years.
- 14) **Delivery period :-** Any ordered quantity should be executed positively within 10 days from the date of issuance of supply order. The supplier should have sufficiently ready stock so that materials can be supplied as and when required.

Full Signature of Bidder

15) Penalty clause :-

Sl. No.	Ground	Penalty
1	Revision of rate or withdrawal of bid after closing of tender but before the opening of tender.	25% EMD will be forfeited and bidder will be black listed for next two years to participate in any tender of tendering authority.
2	Revision of rate or withdrawal of bid after opening of tender.	50% EMD will be forfeited and bidder will be black listed for next two years to participate in any tender of tendering authority.
3	Revision of rate or withdrawal of bid after negotiation / approval of rate but before issuance of supply order.	100% EMD will be forfeited and bidder will be black listed for next two years to participate in any tender of tendering authority.
4	Fails to deposit security money in time and sign the agreement.	100% EMD will be forfeited and bidder will be black listed for next two years to participate in any tender of tendering authority.
5	Fails / surrender to supply after issue of supply order or after approval of rate.	100% security deposit will be forfeited and bidder will be black listed for next two years to participate in any tender of tendering authority.
6	Non maintenance of delivery schedule as per agreement or supply order or extended period allowed to supplier	Liquidated damage @ 1% per day and subject to maximum 10 days or 10% on the delayed supply will be imposed. Amount of penalty will not exceed maximum security deposit amount. If still the bidder fails to complete the full quantity, then 100% security deposit will be forfeited and bidder will be black listed for next two years to participate in any tender of tendering authority.
7	After signing of agreement or issuance of supply order, failed to supply the materials as per agreement or supply orders within stipulated delivery period including extension on valid reason.	Agreement / supply order will be rescinded and unsupplied quantities will be procured by alternative arrangement. Cost difference or security money whichever is higher will be recovered from the bidder's security money / pending bill and firm will be black listed for two years.
8	Fails to replace / repair defective materials by specific one from the date of receipt of information during the warranty period.	Security money will be forfeited to the full extent and bidder will be black listed for next two years to participate in any tender of tendering authority.

16) **Warranty period** :- The supply item should have a warranty period for 1 year from the date of final acceptance of store by purchaser. During the period if any manufacturing defect of supplied store is detected by the user of the store, this should be replaced / repaired by the supplier at their own cost.

Full Signature of Bidder

- 17) **Quantity** :- The quantity shown in the tender is most **tentative** and may be increased or decreased or dropped from purchase schedule at the discretion of tendering authority. Successful bidder shall have to accept any ordered quantity. Actual volume of quantity will be as per requirement of work in one year. If 1st lowest approved bidder fails to supply materials, then tendering authority reserves the right to split the quantity to be procured among more than one bidder as per rule. Decision of tendering authority with respect to splitting will be final. It is not the right of bidder who has not been first lowest but discretion of the authority to take decision in this regard is final.
- 18) **Marking of store (if applicable)** :- In case of ISI marked product, ISI marking should be as per norms. Brand name etc of bidder should be embossed/Painted in indelible ink.
- 19) **Inspection** :- Materials will be inspected by the departmental inspection committee / Engineer-in-charge. If required pre delivery inspection may be carried out in the go-down/ show room of the bidder. For post delivery inspection, the inspection committee / Engineer-in-charge will select sample by random method from the supplied lot. The cost involved for the test shall have to be borne by the supplier. Decision of committee or Engineer-in-charge to accept / reject the supplied stores is final. If any unspecified material is supplied then entire lot may be rejected or supplier may be asked to replace the lot or penalty may be imposed on the supplied lot at the percentage by which deviation will occur with respect to the standard requirement . In case of replacement, this should be replaced by the supplier at his / her own risk and cost within 48 hours from rejection.
- 20) **Time extension** :- Supplier should deliver the order item with in stipulated delivery period. However, if supplier foresees that due to any reason beyond their control, they may not be able to maintain the delivery schedule, they should apply for time extension period (Not more than 10 days) in time of the basis of documentary evidences and valid ground. The purchaser reserves the right to consider or reject the time extension prayer of the supplier. If any time extension prayer is rejected by the tendering authority, and supplier fails to maintain the stipulated delivery schedule, penalty clause will automatically be invoked.
- 21) **Payment** :- No advance payment will be made. Payment will only be made after successful execution of supply order and supply is received on satisfying quality, standards and all terms and conditions laid down in the tender and supply order and based on availability of fund in the respective head of account. Statutory deduction from bill namely income tax, & TVAT will be deducted as applicable at source. The deduction of TVAT at source shall be at the rate as notified by the Government from time to time.
- 22) **Conditional discount** :- Tenders with any condition including conditional discount will not be entertained and may be rejected.
- 23) **Dispute & litigation** :- In case of any dispute arising out of the contract/purchase order, the court at Agartala in Tripura will have Jurisdiction to deal with the same and decide any legal matter or dispute whatsoever arising out of the contract/purchase order or tender.
- 24) Bidders may use extra sheet to explain specification / design and enclose after signature with the tender.
- 25) Any clause not included in the DNIT but subsequently mutually accepted will be part and parcel of the terms and condition. Further any specification not in conformity of our requirement but subsequently mutually accepted may also be part and parcel of the terms and conditions.

- 26) If any bidder suppress any fact in the tender and subsequently it is unearthed, their tender will be rejected and necessary positive action including total forfeiture of EMD/ Security money/ Rescind of agreement/ Cancellation of supply order/Barring from participation of future tender for next two years will be taken against them.
- 27) Item wise lowest rate will be finalized.
- 28) **Bidder must himself to attend - during collection of payment / any meeting / collection of EMD / collection of security deposit / as and when asked by the tendering authority along with photo / address proof identity submitted with the tender. No authorized person will be allowed to act on behalf of the original bidder. If bidder fails to maintain direct contact with the tendering authority then bidder will be blacklisted and EMD / SD will be forfeited.**
- 29) Any tender not complying with the requirement / fulfill the terms and conditions may be declared as informal.
- 30) If last date of dropping of tender happens to be a holiday or office work is affected due to any unforeseen circumstances, last date of dropping will automatically be extended up to next working day at respective time and accordingly opening date and time may also be deferred . Opening date and time will be displayed in the office notice board if changed.
- 31) **Progress report :-** Supplier must furnish daily basis report through e-mail, fax etc related with issued supply order to the purchaser regularly indicating supply order wise status of supply.
- 32) **Right to Accept/ Reject the Bid :-** Tendering authority reserves the right to accept or reject any Bid and to annul the tender process and reject all such bids at any time prior to award of contract, without thereby incurring any liability to the affected applicant(s) or any obligation to inform the affected applicant(s) of the grounds for such decision.

DT-1/FOAM CHAIR/EE/RD/TLM-DIV/2017-18 DATED 20-04-2017**SPECIFICATION AND SPECIAL TERMS AND CONDITIONS**

- 1) All Chairs should be ISI marked / as per specification of building materials / as per IS specification (Model No-DC-155 of Deco well).
- 2) All Chairs should be mounted in steel beam (factory fitted) as per the specified design mentioned.
- 3) **Rate :-** Rate to be quoted per unit basis in the specified annexure of the tender form. Any overwriting / correction etc should duly be initialed by the bidder. Rate should be quoted incl. all taxes & charges (VAT, IT, loading, stacking, counting charges including carrying). Rate should be quoted both in figure as well as word. If there is any difference in between them, lowest one will be considered.

ANNEXURE (RATE QUOTING SHEET)

DT-1/FOAM CHAIR/EE/RD/TLM-DIV/2017-18 DATED 20-04-2017

Subject :- Supply and fitting fixing of Multi seated metallic and foam based chair with two/three nos chairs on beam for community hall at various construction work site of Khowai District under jurisdiction of RD Teliamura District (2 municipal areas & 6 Blocks areas.) *(Rates are to be quoted in word as well as in figure).*

Item No.	Name of item & Specification	Unit	Tentative qty.	Rate (Rs/unit)	Remark (Brand Name & Specification)
1	2	3	4	5	6
1	Supply and fitting fixing of prefabricated multi seated (two/three nos) metallic chair with foam based seat and back cover with arm, mounting on beam(Model:-DC-155) of any colour including necessary accessories and other fittings for community hall at various construction work site of Khowai District under jurisdiction of RD Teliamura District (2 municipal areas & 6 Blocks areas.).	No	100		Decowell

Full Signature of Bidder