

GOVERNMENT OF TRIPURA
RURAL DEVELOPMENT DEPARTMENT
OFFICE OF THE EXECUTIVE ENGINEER
AGARTALA DIVISION, GURKHABASTI
AGARTALA – 799006

PH & FAX-(0381)-2325988, email id: eerdwd1@yahoo.in

1. PNIT NO : PT-7/EE/RDAD/2018-19 dt. 12/06/2018.
2. DNIT NO : DT-I/HARDWARE/EE/RDAD/2018-19 dt-12/06/2018
3. Name of Item : **Procurement of Various Hardware Items/Petty Materials/ Glass** for various construction worksites of AMC, Municipal Councils, Nagar Panchayat and 9 (nine) nos Blocks under jurisdiction of RD Agartala Division
4. Earnest Money : Rs. 15,000.00 (Rupees fifteen thousand) only.
5. Cost of tender Form : Rs. 500.00 (Non refundable) in the form of Demand draft.
6. Inspection : Departmental inspection.
7. Tender form : No tender form will be sold. Tender form is to be downloaded from the website <http://tripura.gov.in> and <http://rural.tripura.gov.in/> by eligible bidders.
8. Last date of dropping of tender : **3 PM of 02/07/2018.**
9. Probable date of opening of tender : **11.00 AM onwards of 03/07/2018** (if possible). Interested bidders or their representatives may remain present during opening of the tender.
10. Sample : To be submitted as and when asked by the tendering authority.
11. Declaration of Informal and formal bid : During opening it will not be declared. After detailed scrutiny it will be declared.
12. Total no. of written pages Including this page : 23 (twenty three) nos including this page.

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LEGEND

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SALIENT POINTS OF TENDER / INSTRUCTION TO BIDDER

- 1) **Eligibility of bidder:** - Gross/retail seller/authorized local dealer of hardware items having showroom or go-down of tendered stores.
- 2) **Enclosures / complete tender:** - **Following** documents (**valid and attested**) to be submitted along with the tender.
 - i) Tender form (without tender form, bid will be rejected).
 - ii) Valid copy of document / trade license in support of eligibility criteria.
 - iii) Valid PTCC.
 - iv) GST registration certificate.
 - v) GST return.
 - vi) PAN card.
 - vii) EMD
 - viii) Cost of Tender form.
- 3) **Tender form:-** To download tender form from the website <http://tripura.gov.in> and <http://rural.tripura.gov.in/> by eligible bidders. No tender form will be sold. Subsequent corrigendum/Addendum etc, if any, 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 and cost of tender form are to be deposited separately.
- 7) **Earnest money:-** To deposit EMD (Rs. 15,000.00) in favour of the Executive Engineer, RD Agartala Division on any nationalized/scheduled bank ***in the form of FDR / Dcall not in the form of DD*** 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. 500.00) in favour of the Executive Engineer, RD Agartala Division on any nationalized/scheduled bank ***in the form of Demand Draft 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). The sealed envelope must be addressed to the Executive Engineer, R.D. Agartala Division, Pt. Nehru Complex, Gurkhabasti, Agartala.
- 13) The full fledged and sealed tender may be dropped in the tender box kept in the office of the Executive Engineer, RD Agartala Division within 3 PM of 02/07/2018 or may be sent to the tendering authority by post (registered with A/D only) to reach within 3 PM of 02/07/2018.
- 14) The copy of the DNIT may be inspected from the office of undersigned up to **30/06/18** (office date and hour only) by interested bidders.
- 15) At any stage of tender (scrutiny of tender, preparation of comparative statement etc.) if required bidders will have to produce original copy of the submitted documents for verification.

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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)

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NOTICE INVITING TENDER NO. PT-7/EE/RDAD/2018-19 DATED-12/06/2018

On behalf of the Governor of Tripura, the Executive Engineer, RD Agartala Division invites item wise separate sealed tender for the following items from the eligible bidders **up to 3 PM of 02/07/2018** (office date and hour only) as per following terms condition as well as concerned DNIT. **Cost of tender form is Rs. 500.00 (Rupees five hundred) only, to be submitted along with tender in the form of Demand Draft (non refundable).**

1. DNIT No, Item, Earnest money and Eligibility of the bidder:-

Sl No	DNIT No.	Name of Item	Earnest money	Eligibility of the bidder (Primary) For detailed eligibility vide DNIT
1.	DT-I/STEEL/EE/RDAD/ 2018-19 dt. 12/06/2018.	Procurement of Steel Items (grill, rolling shutter etc and fabrication of steel work) for AMC, NP, MC & all blocks under West Tripura District.	Rs.40,000.00 (Rupees forty thousand) only (in the form of FDR/Dcall not in the form of DD)	Firm/Person having valid SSI registration in the relevant field and having workshop.
2.	DT-I/AL/EE/RDAD/ 2018-19 dt. 12/06/2018.	Procurement of Aluminum door, window, partition complete set incl. fitting fixing for AMC, NP, MC & all blocks under West Tripura District.	Rs.50,000.00 (Rupees fifty thousand) only (in the form of FDR/Dcall not in the form of DD)	Gross/Retail seller/ authorized local dealer of aluminum items (tendered stores).
3.	DT-I/PLY&PVC/EE/ RDAD/ 2018-19 dt. 12/06/2018	Procurement of Various Ply Wood/ Hard Board/Plastic Chair (VIP) etc for AMC, NP, MC & all blocks under West Tripura District.	Rs.35,000.00 (Rupees thirty five thousand) only (in the form of FDR/Dcall not in the form of DD)	Gross/ Retail seller/authorized local dealer of ply wood/hard board/PVC door etc (tendered stores).
4.	DT-I/PAINT/ EE/RDAD/ 2018-19 dt. 12/06/2018	Procurement of all sorts of Paints for AMC, NP, MC & all blocks under West Tripura District.	Rs.50,000.00 (Rupees fifty thousand) only (in the form of FDR/Dcall not in the form of DD)	Authorized local dealers of paints (tendered stores).
5.	DT-I/ HARD WARE/EE/ RDAD/2018-19 dt. 12/06/2018	Procurement of Various Hardware Items /Petty Materials/Glass for AMC, NP, MC & all blocks under West Tripura District.	Rs.15,000.00 (Rupees fifteen thousand) only (in the form of FDR/Dcall not in the form of DD)	Gross/retail seller/authorized local dealer of hardware items (tendered stores).
6.	DT-I/WS&S/ EE/RDAD/ 2018-19 dt. 12/06/2018.	Procurement of Various Water Supply And Sanitation items for AMC, NP, MC & all blocks under West Tripura District.	Rs.50,000.00 (Rupees fifty thousand) only (in the form of FDR/D call not in the form of DD)	Gross/Retail seller/authorized local dealer of water supply and sanitation items (tendered stores).
7.	DT-I/STONE/EE/RDAD/ 2018-19 dt. 12/06/2018.	Procurement of 1st category stone aggregate for AMC, NP, MC & all blocks under West Tripura District.	Rs.60,000.00 (Rupees sixty thousand) only (in the form of FDR /Dcall not in the form of DD)	Owner of stone crushers/ manufacturers/ Importer/Supplier/ contractor/ Gross seller / Retail seller/ Distributors of tendered item.
8.	DT-I/ EARTH/ EE/ RDAD/ 2018-19 dt. 12/06/2018	Earthwork for various construction worksites of AMC, NP, MC & all blocks under West Tripura District.	Rs. 50,000.00 (Rupees fifty thousand) only (in the form of FDR/ DCall not in the form of DD)	Bonafied and resourceful owner of truck/tripper and owner of mechanical earth cutting device like JCB/Bull Dozer etc having valid papers of vehicle registration, in the name of the bidder (who will sign the tender form) from the Transport Department can only participate in the tendering procedure. If the bidder is not the owner of truck/tripper and JCB/Bull Dozer authorization paper for vehicle of other owner/s given in favour of the bidder will not be entertained.
9.	DT-I/ELECT/ EE/RDAD/ 2018-19 dt. 12/06/2018	Supply of Internal electrification items excluding fitting fixing for AMC, NP, MC & all blocks under West Tripura District.	Rs.50,000.00 (Rupees fifty thousand) only (in the form of FDR/ Dcall not in the form of DD)	Gross/Retail seller/ authorized local dealer of electric items for supply of tendered stores.

Full Signature of Bidder with seal

Sl No	DNIT No.	Name of Item	Earnest money	Eligibility of the bidder (Primary) For detailed eligibility vide DNIT
10.	DT-2/WOOD/EE/RDAD/2018-19 dt. 12/06/2018 (2 nd Call)	Procurement of Wood (Gamai, Karai, Soft, Segun, Sal) for AMC, NP, MC & all blocks under West Tripura District.	Rs.40,000.00 (Rupees forty thousand) only (in the form of FDR/ Dcall not in the form of DD)	Licensed timber merchant/saw mill owner having showroom or go-down of tendered stores.
11.	DT-2/ SAND/EE/RDAD/2018-19 dt. 12/06/2018 (2 nd Call)	Procurement of Specified River sand for mortar/concrete and Black sand for trench/plinth filling at various construction worksites of AMC/ Jirania RD Block & Jirania Nagar Panchayat/Mandwi RD Block/Old Agartala RD Block & Ranirbazar Municipal Council/Belbari RD Block /Dukli R D Block under West Tripura District to deliver in any worksite of that area. For details refer to concerned DNIT.	Rs.40,000.00 (Rupees forty thousand) only (in the form of FDR/ Dcall not in the form of DD)	Persons/firms who are licensed to collect/sell river sand & owner of Truck/Tripper and having Forest product handling license.
12	DT-I/T&M/EE/RDAD/2018-19 dt. 12/06/2018	Ceramic/ vitrified Tiles , marbles, adhesive etc.	Rs. 50,000.00 (Rupees fifty thousand) only (in the form of FDR/Dcall not in the form of DD)	Gross/ Retail seller/ authorized local dealer of tiles/ marbles (tendered stores) having showroom or go down of tendered stores.

2. The copy of the DNIT may be inspected from the office of undersigned up to **30/06/2018** (office date and hour only).
3. No tender form will be sold. Tender form is to be downloaded from the website <http://tripura.gov.in> and <http://rural.tripura.gov.in/> by eligible bidders. Subsequent corrigendum/Addendum etc, if any, will be available in the website. The bidders are required to check the websites regularly for this purpose, to take them into account before submission of tender.
4. The sealed envelope containing **complete tender, EMD, cost of tender form** (EMD and cost of tender form are to be deposited separately) must be addressed **to the Executive Engineer, R.D. Agartala Division, Pt. Nehru Complex, Gurkhabasti, Agartala** indicating the **DNIT NUMBER, NAME OF ITEM, BIDDER'S NAME and BIDDER'S ADDRESS on the envelope.**
5. Time schedule of tender activities:
 - i) Last Date & Time of Dropping of Tenders: **Up to 3 PM of 02/07/2018.**
 - ii) Probable Date & Time of Opening of Tenders: **11.00 AM onwards of 03/07/2018.**
6. The full fledged and sealed tender may be dropped in the tender box kept in the office of the undersigned or may be sent to the tendering authority by post (registered with A/D only) to reach within **3 PM of 02/07/2018**. The tender received after closing of bid shall not be considered and the tender will be rejected. Tendering authority will not be liable for any postal delay (if sent through post / courier).
7. Earnest money and cost of tender form are to be deposited on any nationalized/scheduled bank in favour of the Executive Engineer, R.D Agartala Division, Gurkhabasti.
8. The tentative date & time of opening of tender is on **03/07/2018** from **11.00 AM onwards**. Interested bidders or their representatives may remain present during opening of the tender.

9. 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 will be deferred. Opening date and time will be displayed in the office notice board if changed.
10. This notice is only to provide most preliminary information to the interested bidders. For any clarification contact at **0381 232-5988** during office date and hour only.
11. The tendering authority reserves the right to reject any submitted tender not in conformity with relevant DNIT.

Sd/-
[Er. S. R. Debbarma]
Executive Engineer
R D Agartala Division
Gurkhabasti, Agartala

Copy to the:

1. Chief Engineer, RD Department, Agartala.
2. District Magistrate and Collector, West Tripura District.
3. Superintending Engineer, RD 1st Circle, Agartala.
4. Executive Engineer, R. D. Division (Store/Bishramganj/Teliamura/Udaipur/Satchand/Amarpur/Santirbazar/Kumarghat/Kanchanpur/Ambassa/Manu) with request to display the NIT in their respective notice board for publication.
5. Executive Engineer, PWD Division (I, II, III, IV, V, Mechanical, Store, Internal Electrification), Power Division (I, II, III, Transmission, Store), PHE Division (I, IV, Resource, Rig), IFC Division (West), Agri Engineering Division (West/Mechanical/Store) with request to display in their respective notice board for publication.
6. All Block Development Officers under West Tripura District with a request to display the notice in the notice board.
7. All Assistant Engineers, Junior Engineers, Technical Assistant, Head Clerk, Accountant/ Cashier/ Store keeper, Work assistant, Mechanic, Tender Section of this division. They are requested to take necessary action for wide publication of the same.
8. General Secretary, Sri Sudhindra Saha, All Tripura Contractors Association, Aitorma Sentrum, 4th Floor, Sakuntala Road, Agartala-799001, West Tripura for information & necessary action (Ph: 0381 2387236).
9. M/S / Sri _____
10. Tender File - NO.F.3 (7)-EE/RDAD/2018-19/TENDER.
11. Office notice board.

Copy also to the:

- 1) Officer-in-charge, New Capital Complex, Police Station with request to arrange frequent police patrolling around this office up to the period of last date of dropping of tenders i.e **02/07/2018 (office hours)** and during opening of tenders **on 03/07/2018 from 11.00 AM onwards** till the ending of whole processing in relation to opening of all tenders to avoid any untoward incidents regarding the tender.
- 2) Officer in-Charge, GB out post for information & necessary action Please.

Sd/-
Executive Engineer

PT-7/EE/RDAD/2018-19 DATED-12/06/2018

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:-
email 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 :-

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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 provided the document/s, submitted after opening of tender, must be valid up to the date of dropping of tender. In that way if the received document is not found to be valid up to the date of dropping of tender, the concerned tender/s will then be rejected. 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. Agartala Division, Pt. Nehru Complex, Gurkhabasti, Agartala. 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 up to **31st July 2019** without any price variation of clause for placement of supply order.
- 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 duties and all other taxes / charges. The deduction of applicable taxes 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) **Clarification:** After opening of the tender lowest bidder will be asked to appear before a team of officers headed by the tendering authority for clarification, justification and analysis of the quoted rates along with all original documents as wanted in the tender and additional documents wanted subsequently if any. Bidder may be asked more than once for clarification. If they fail to attend the meeting as per programme or fail to produce any original document their bid will be rejected forfeiting entire EMD and blacklisted for two years.

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 clarification and in the clarification 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 1.00 lakhs as security money in the shape of Demand 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. **But 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.

15) **Penalty clause:-**

Sl No	Ground	Penalty
1	Revision of any of the quoted rates/all quoted rates 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 any of the quoted rates/all quoted rates 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 any of the quoted rates/all quoted rates or withdrawal of bid after clarification/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 attend clarification/ clarification meeting as per call of tendering authority/fails to justify any of the quoted rates/all quoted rates on the basis of rate analysis.	75% EMD will be forfeited and bidder will be black listed for next two years to participate in any tender of tendering authority.
5	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.
6	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.
7	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 year to participate in any tender of tendering authority.
8	After signing of agreement or issuance of supply order, failed to supply the materials as per agreement or supply orders within	Agreement / supply order will be rescinded and unsupplied quantities will be procured by alternative arrangement. Cost difference or

SI No	Ground	Penalty
	stipulated delivery period including extension on valid reason.	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.
9	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.
- 17) **Cost of certified copy of agreement:** The supplier is entitled to have a certified copy of relevant agreement at the cost of INR 1.00 per written page of agreement subject to minimum INR 500.00.
- 18) **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. If necessary, for the sake of smooth running of construction works, one 1st lowest bidder for several items of a tender may be asked to supply materials at the 1st lowest approved rates of other approved bidders against the same tender or at the approved rate/s of one 1st lowest bidder, other approved bidders of the same tender may be asked to supply the materials. In both the cases the bidders must agree to supply the materials at the above terms condition and also the supply orders will be placed rationally to all the approved bidders. 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.
- 19) **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.
- 20) **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.

- 21) **Time extension:** - Supplier should deliver the order item within 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.
- 22) **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 & other applicable taxes will be deducted as applicable at source. The deduction of taxes at source shall be at the rate as notified by the Government from time to time.
- 23) **Conditional discount:** - Tenders with any condition including conditional discount will not be entertained and may be rejected.
- 24) **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.
- 25) Bidders may use extra sheet to explain specification / design and enclose after signature with the tender.
- 26) 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.
- 27) 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.
- 28) Item as well as area wise lowest rate will be finalized.

- 29) Bidder must himself to attend - during clarification/ 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.
- 30) Any tender not complying with the requirement / fulfill the terms and conditions may be declared as informal.
- 31) 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.
- 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.

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SPECIFICATION AND SPECIAL TERMS AND CONDITIONS

- 1) All Hardware/ petty items should be ISI marked / as per specification of building materials / as per IS specification.
- 2) No wastage of materials for glass will be allowed. Payment will be made based on the exact opening area.
- 3) **Rate:** - Rate is to be quoted per unit basis following the unit as specified in the '**Unit**' column of the Annexure (Rate quoting sheet) of the tender form **both in figures and words** and if there is any difference in between the rate quoted in figure and written in word, lowest one will be considered. '**Do**' or '**Same as earlier**' etc. must not be written in the Annexure Sheet during rate quoting. **Eraser** pen cannot be used for making correction. Any overwriting/correction etc should duly be initialed by the bidder. Rate should be quoted incl. all taxes & charges as applicable, forest royalty carrying, loading, unloading, stacking, counting charges etc whichever is/are applicable). Carrying cost of materials will be borne by the Department.
- 4) If any supplied item is rejected by the engineer-in-charge, this should be replaced by the supplier at his/ her own risk and cost within 48 hours from rejection.

ANNEXURE (RATE QUOTING SHEET)

Sub:- Procurement of Various Hardware Items/Petty Materials/Glass for various construction worksites of AMC, Municipal Councils, Nagar Panchayat and 9 (nine) nos Blocks under jurisdiction of RD Agartala Division.

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Item No	Name of item & Specification.	Unit	Tentative qty	Quoted Rate per unit incl. all taxes & charges, loading, stacking, and counting charges etc but excl. carrying cost).	Remark (Brand Name & Specification)
1	2	3	4	5	6
1	ISI marked Butt hinges in/c screw - 100x58x 1.90 mm (Mowjee / equivalent brand)	No	50	(in figures and words)	
2	ISI marked Butt hinges in/c screw- 75x47x1.70mm (Mowjee / equivalent brand)	No	50	(in figures and words)	
3	ISI marked Butt hinges in/c screw- 50x37x1.50mm (Mowjee / equivalent brand)	No	50	(in figures and words)	
4	ISI marked Door window handle 125 mm (Heavy quality) in/c screw – Anodized steel (Mowjee / equivalent brand)	No	25	(in figures and words)	
5	ISI marked Door window handle 125 mm (Heavy quality) in/c screw – Aluminum (Mowjee / equivalent brand)	No	25	(in figures and words)	
6	ISI marked M.S. sliding door bolt- 300x16 mm (Mowjee / equivalent brand)	No	25	(in figures and words)	
7	ISI marked M.S. sliding door bolt- 250x16 mm (Mowjee / equivalent brand)	No	25	(in figures and words)	
8	ISI marked Tower bolt- Barrel type-200x10mm (Mowjee / equivalent brand)	No	25	(in figures and words)	

Full Signature of Bidder with seal

Item No	Name of item & Specification.	Unit	Tentative qty	Quoted Rate per unit incl. all taxes & charges, loading, stacking, and counting charges etc but excl. carrying cost).	Remark (Brand Name & Specification)
9	ISI marked Tower bolt- Barrel type-150x10mm (Mowjee / equivalent brand)	No	25	(in figures and words)	
10	ISI marked Tower bolt- Barrel type-100x10mm (Mowjee / equivalent brand)	No	25	(in figures and words)	
11	Hooks & eyes-200 mm long	No	25	(in figures and words)	
12	Hooks & eyes-150 mm long	No	25	(in figures and words)	
13	ISI marked Parliamentary hinges with screw- (125x125x27x2.8) mm (Mowjee / equivalent brand)	No	25	(in figures and words)	
14	ISI marked Parliamentary hinges with screw- (75x100x20x2.24) mm (Mowjee / equivalent brand)	No	25	(in figures and words)	
15	M.S. ring (50mm dia)	Pair	50	(in figures and words)	
16	Black iron wire	Kg	100	(in figures and words)	
17	GI wire (22 SWG)	Kg	100	(in figures and words)	
18	Coir rope	Kg	100	(in figures and words)	

Item No	Name of item & Specification.	Unit	Tentative qty	Quoted Rate per unit incl. all taxes & charges, loading, stacking, and counting charges etc but excl. carrying cost).	Remark (Brand Name & Specification)
19	GI plain sheet (0.3 mm thick)	sqmtr	50	(in figures and words)	
20	Chicken net of 1 st category	sqmtr	50	(in figures and words)	
21	PVC Mosquito net of 1 st category	sqmtr	50	(in figures and words)	
22	Nails-up to 1 ^{//} long	Kg	50	(in figures and words)	
23	Nails-up to 1 ^{//} to 2 ^{//} long	Kg	50	(in figures and words)	
24	Nails-above 2 ^{//} long	Kg	50	(in figures and words)	
25	Holding down bolt (16 mm)	Kg	50	(in figures and words)	
26	M.S. hold fast	Kg	50	(in figures and words)	
27	Barbed wire (9.38 Kg / sqm)	Kg	50	(in figures and words)	
28	GI wire (suitable for filter, 20 mm SWG weaves with 4 nos per 25 mm in both direction)	Kg	50	(in figures and words)	

Item No	Name of item & Specification.	Unit	Tentative qty	Quoted Rate per unit incl. all taxes & charges, loading, stacking, and counting charges etc but excl. carrying cost).	Remark (Brand Name & Specification)
29	Hollow square pipe (25 mm x 25 mm) of standard specification.	mtr	100	(in figures and words)	
30	Joint bolt – 40 mm	No	50	(in figures and words)	
31	Joint bolt – 25 mm	No	50	(in figures and words)	
32	M.S. fan clamp (16 mm dia)	No	50	(in figures and words)	
33	Polythene	Kg	50	(in figures and words)	
34	Steel handle cum fixer with necessary fittings for steel window.	No	50	(in figures and words)	
35	J hook 6 mm dia fitted to 40 mm dia pipe	Kg	50	(in figures and words)	
36	J hook 6 mm dia fitted to 32 mm dia pipe	No	50	(in figures and words)	
37	CC jail	sqmtr	50	(in figures and words)	
38	Dhari mat (1.37m x 1.83 m)	No	50	(in figures and words)	

Item No	Name of item & Specification.	Unit	Tentative qty	Quoted Rate per unit incl. all taxes & charges, loading, stacking, and counting charges etc but excl. carrying cost).	Remark (Brand Name & Specification)
39	GI screw	No	50	(in figures and words)	
40	Door Lock (Link) (upto 50 mm width / dia)	No	10	(in figures and words)	
41	Door Lock (Link) (More than 50 mm width / dia)	No	10	(in figures and words)	
42	Plain glass (3 mm thick)	sqmtr	500	(in figures and words)	
43	Plain glass (4 mm thick)	sqmtr	500	(in figures and words)	
44	Plain glass (6 mm thick)	sqmtr	500	(in figures and words)	
45	Colouring glass with shade (3 mm thick)	sqmtr	500	(in figures and words)	
46	Colouring glass with shade (4 mm thick)	sqmtr	500	(in figures and words)	
47	One way colouring glass (3 mm thick)	sqmtr	100	(in figures and words)	
48	One way colouring glass (4 mm thick)	sqmtr	100	(in figures and words)	

Item No	Name of item & Specification.	Unit	Tentative qty	Quoted Rate per unit incl. all taxes & charges, loading, stacking, and counting charges etc but excl. carrying cost).	Remark (Brand Name & Specification)
49	One way colouring glass (5 mm thick)	sqmtr	100	(in figures and words)	
50	One way colouring glass (6 mm thick)	sqmtr	100	(in figures and words)	
51	Glass panes (frosted) 3mm thick and 25 mm width for tiles fitting.	mtr	100	(in figures and words)	
52	Glass panes (frosted) 4mm thick and 25 mm width for tiles fitting.	mtr	100	(in figures and words)	