

O/o District Mission Manager
District Mission Management Unit
Tripura Rural Livelihood Mission
Dhalai District, Ambassa

F.No.1(40)/DMMU(D)/Tender/TRLM/2018-19/.....463-66..... Dated. 31/05/2018

NOTICE INVITING QUOTATION

Notice Inviting Quotation in sealed cover is hereby invited by the undersigned for the "SHGs books of record" & "Furniture & Fixtures" as mentioned in Annexure-A (**SHGs Books of record**), Annexure-B (**Furniture & Fixtures**) for the Office of the District Mission Manager (PD, DRDA), Dhalai, Ambassa. The details can be seen in the website www.rural.tripura.gov.in / www.tripura.gov.in / www.tenders.gov.in .

Encl: As stated.

ba
31/5/18
**District Mission Manager
(PD, DRDA Dhalai)
DMMU(D), TRLM, Ambassa**

Copy to:

1. The DM & Collector, Dhalai for kind information.
2. The CEO, TRLM, RD Deptt. for kind information.
3. The PM(MIS), SMMU, TRLM for information with a request to upload in the above mentioned websites.
4. The Notice board of DMMU, Dhalai.

ba
31/5/18
**District Mission Manager
(PD, DRDA Dhalai)
DMMU(D), TRLM, Ambassa**

**Office of the District Mission Manager
District Mission Management Unit
Tripura Rural Livelihood Mission
Dhalai District: Ambassa**

F.No.1(40)/DMMU(D)/Tender/TRLM/2018-19/.....467.....

Dated. 31/5/18

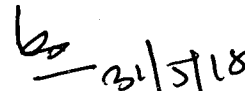
NOTICE INVITING QUOTATION

Sealed quotations are hereby invited from reputed/resourceful printing press/agencies for printing and binding of books of record for SHGs under DMMU Dhalai as per below specification in **Annexure- AA.**

Quotation will be received in the Office of District Mission Manager (PD, DRDA) Dhalai from 2nd to 8th June, 2018 in between 10:30 AM to 5:30 PM (upto 2:30 PM on 8th June, 2018) on all working days from the bidders in person/by post and shall be opened at 3:00 PM on 8th June, 2018, if possible. If necessary they may directly contact with DMMU (DRDA), Dhalai. The intending Agencies will quote the specific rate as per terms & conditions mentioned herewith.

Terms & conditions:-

1. An earnest money amounting to **Rs. 10,000/- (Rupees Ten thousand only)** in the form of Deposit at call or Demand Draft in favour of **"District Mission Manager" payable at Ambassa** from any Nationalized bank/Tripura Garmin Bank/Tripura State Co-operative bank shall be submitted along with the sealed quotation. The said earnest money will be converted to security money for successful bidder. For other the earnest money would be refunded, after finalisation of the work order.
2. The Quotations should have valid Trade license, GST Registered, PAN card, Tax clearance certificate etc., without which no Quotation shall be entertained.
3. Sample of papers shall be submitted along with the sealed quotation (70 GSM).
4. Rate should be inclusive of all taxes as applicable.
5. Rate should be quoted both in digits and words.
6. Applicable taxes shall be recovered from the bill.
7. The successful bidders shall have to deliver the Books of record within the stipulated period in accordance with the supply order.
8. The delivery of Books of record is to be made to the Office of the undersigned at their own cost.
9. The bidders shall have to take the rejected/defected Books of record, if any at their own cost and replacement of the same should be supplied within such extended periods as may be indicated by the undersigned.
10. The purchaser will award the contract to the bidder whose tender has been determined to be substantially responsive and who has offered the lowest evaluated price.
11. The undersigned reserves the right to accept or reject any quotation including the lowest one without assigning any reason therefore.
12. No advance will be given to the bidder in this regard.
13. Payment will be made on the basis of the actual products received by the undersigned.
14. The rate will remain valid initially up to one year and may be extended for further 6 month or 1 year if required, from the date of execution of agreement. Any overwriting/penned through etc in any figure/name in the quotation will be disqualified on the part of the bidders and the quotation shall be liable to be rejected unless it is noted separately with signatures and seal (if any).


District Mission Manager
(PD, DRDA, Dhalai)
DMMU(D), TRLM, Ambassa


ANNEXURE-AA

The specifications of SHGs books of record are shown below:

Name of the Book	Hard board cover(Front & Back) along with title printing in front cover	Leaf Distribution					Total leaf	Size of leaf	Rate per book (In Rs)
Meeting Minutes book		1	2 to 10	11 to 310	311 & 313	312 & 314 to 316	316	Legal paper	
		Blank page	Printing on single side of leaf	300 blank pages to be kept.	Printing with Yellow page with perforation (single side)	Printing on single side of leaf			

Name of the Book	Hard board cover(Front & Back) along with title printing in front cover	Leaf Distribution			Total leaf	Size of pages	Rate per book (In Rs)
Cash Book		Yellow page (First page)	Original copy	Carbon copy with perforation	105	A3 page	
		with single side print	52 copies with single side print	52 copies with single side print			

Name of the Book	Colour Cover page (Front & Back with good quality) along with title printing in front cover	Page Distribution			Total page	Size of pages	Rate per book (In Rs)
Individual passbook		1	2 to 14	15 to 28	28	14 cm X 21 cm per leaf	
		printing on single side of leaf	Savings copy	Loan copy			


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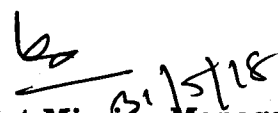
RE-NOTICE INVITING QUOTATION

Sealed quotations are hereby invited from reputed/resourceful authorised dealer of furniture goods/Agencies for office Furniture & Fixtures under DMMU Dhalai as per below specification in **Annexure-BB**.

Quotation will be received in the Office of District Mission Manager (PD, DRDA) Dhalai from 2nd to 8th June, 2018 in between 10:30 AM to 5:30 PM (upto 2:30 PM on 8th June, 2018) on all working days from the bidders in person/by post and shall be opened at 3:00 PM on 8th June, 2018, if possible. If necessary they may directly contact with DMMU (DRDA), Dhalai. The intending Agencies will quote the specific rate as per terms & conditions mentioned herewith.

Terms & conditions:-


1. An earnest money amounting to **Rs. 10,000/- (Rupees Ten thousand only)** in the form of Deposit at call or Demand Draft in favour of **"District Mission Manager" payable at Ambassa** from any Nationalized bank/Tripura Garmin Bank/Tripura State Co-operative bank shall be submitted along with the sealed quotation. The said earnest money will be converted to security money for successful bidder. For other the earnest money would be refunded, after finalisation of the work order.
2. The Quotations should have valid Trade license, Tax Clearance Certificate, PAN card, GST Registered etc., without which no Quotation shall be entertained.
3. Rate should be inclusive of all taxes as applicable.
4. Rate should be quoted both in digits and words.
5. Applicable taxes shall be recovered from the bill.
6. The successful bidders shall have to deliver the goods within the stipulated period in accordance with the supply order.
7. The delivery of goods is to be made to the Office of the undersigned at their own cost.
8. The bidders shall have to take the rejected/defected materials, if any at their own cost and replacement of the same should be supplied within such extended periods as may be indicated by the undersigned.
9. The purchaser will award the contract to the bidder whose tender has been determined to be substantially responsive and who has offered the lowest evaluated price.
10. The undersigned reserves the right to accept or reject any quotation including the lowest one without assigning any reason therefore.
11. The service of enclosed articles required if any shall be done by supplier of his own cost till the warranty period is over.
12. No advance will be given to the bidder in this regard.
13. Payment will be made on the basis of the actual products received by the undersigned.
14. The rate should be quoted as per specific unit which has mentioned in the articles list.
15. All the articles may be preferred from the top branded quality.
16. The rate will remain valid initially up to one year and may be extended for further 6 month or 1 year if required, from the date of execution of agreement. Any overwriting/penned through etc in any figure/name in the quotation will be disqualified on the part of the bidders and the quotation shall be liable to be rejected unless it is noted separately with signatures and seal (if any).


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ANNEXURE-BB

The specifications of Furniture & Fixtures are shown below:

Sl. No.	Item	Indicative Specification/model	Rate per unit	Remarks
1	Chair for Visitor	Plastic chair with arms, Dimention-65mm X 55.5mm X 77mm (Good Quality)		
2	Almirah	Height- 1981 mm, Width-916 mm, Depth-486 mm with 18 gauge steel sheet.		
3	Half Secretariat Table	Width-1199 mm, Depth-590 mm, Height-750 mm with 18 gauge steel sheet and Teak wood, Triple Drawer with lock .		
4	Half Secretariat Table	Width-1199 mm, Depth-590 mm, Height-750 mm with 18 gauge steel sheet and Teak wood, Single Drawer with lock .		
5	Chair for Staff	Width-46 mm, Depth-59.5 mm, Height-82.0 mm, Seat height-46.0 mm with Spring back effect with Nylon Base cloth.		


District Mission Manager
(Addl. DM & Collector)
DMMU (D), TRLM, Ambassa