

GOVERNMENT OF TRIPURA  
DIRECTORATE OF HEALTH SERVICES

F.No.5-III(20)/MS/DHS/2018-2019

Dated, Agartala the 12/04/ 2018

NOTICE INVITING TENDER

The sealed tenders are invited by the undersigned from **Registered Co-operative Societies and public Sector Undertakings of Tripura State** for supply of **Miscellaneous Articles items** for office use for the year 2018-2019 (Valid up to 31-03-2020). The tender form with detailed description of the items and terms & conditions may be available from the office of the undersigned on any working day during the office hours from 11.00 hours to 16.00 hours at free of cost up to 20/04/ 2018.

The sealed tender will be received at the office of the undersigned up to 16.00 hours of 27/04/ 2018 by **Registered Post / Courier Service/Speed post** only and will be opened on next working day, if possible, in the office of the undersigned. The undersigned will not be responsible for any postal delay.

The tender documents with terms and conditions also may be down loaded from website - [www.health.Tripura.gov.in](http://www.health.Tripura.gov.in).



(Dr.J.K. Dev Varma)  
Ex-Officio Addl.Secretary &  
Director of Health Services  
Government of Tripura, Agartala.

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DIRECTORATE OF HEALTH SERVICES

F.No.5-III(20)/MS/DHS/2018-2019

Dated, Agartala, 12/04/ 2018.

NOTICE INVITING TENDER.

The sealed tender in covers are hereby invited for the year **2018-2019** by the Director of Health Services, Government of Tripura, Agartala from **Registered Co-operative Societies and Public Sector Undertakings of Tripura State for supply of Miscellaneous Articles items** for office use to Health & Family Welfare Deptt. Government of Tripura, Agartala. The list of items with Technical specification and approximate yearly requirement is enclosed with the tender form.

The tender will remain valid up to **31-03-2020**.

TERMS AND CONDITIONS

Tender will be received by **Registered Post/Courier Services/speed post** only in sealed cover addressed to Director of Health Services, Government of Tripura, Gurkhabasti Complex P.O. Kunjabon, Agartala- 799006 up to 16.00 hours of 27/04/ 2018 . Tender received after the aforesaid date and hours shall be rejected. The Director of Health Services shall not remain responsible for any postal delay. Tenderer is requested to provide detailed address along with phone and fax number and S.T.D. Code No for communication.

1. On the top left side of the sealed tender inquiry number and date, due date of receive and address of tender should be mentioned. Tender forms will be issued on application upto 16.00 hour of 20/04/ 2018 free of cost. Tenders are likely to be opened on next working day of receiver of tender, if possible. Tenders or their representative may present at the time of opening of the tenders.
2. The interested bidders shall submit the bids in two parts, namely "**Financial Bid**" and "**Technical Bid**."The 2(two) Bids should be put in 2(two) separate sealed envelope, indicating on the cover as to which one is the Technical Bid and which one is the Financial Bid . The 2(two) envelopes shall, thereafter, be placed inside a large sealed cover and the same may be submitted. The Technical Bid shall contain on details regarding the item offered by the bidder, compliance of terms and conditions, submission of documents etc.in other words, everything except the rate offered. The "Financial Bid" shall contain the rate offered by the bidder. While processing the bid, the Technical Bids will be opened first and the eligible bidders meeting requirement will be short-listed. Thereafter, financial bids of only short listed bidders will be opened for consideration.
3. List of Misc.Articles items with specification and name of manufacturers, quoted by the bidder, is to be furnished in Technical bid.

The tender documents with Terms and Conditions also may be down loaded from website [www.health.Tripura.gov.in](http://www.health.Tripura.gov.in).

(P/-2)

4. The supply ordered of any items must be supplied within 60(sixty) days from the date of issue of order. A penalty @ 1% on the total value shall be charged for every week or part of week of delay beyond stipulated date of supply. However relaxation will entertain only in special circumstance. (Natural calamities, war or any other situation beyond human control). An authorized service provider of the supplier should be present during execution of supply order at store.
5. The Income Tax/Other Tax will be deducted from the bill as per guideline of the Government, if applicable.
6. The Government will not consider any enhancement of rate within the validity period of contract except imposition of any levy or increase in existing levy. Such request will lead to cancellation.
7. Payment of successful tendered shall be made by bill basis only after completion of supply of the items as ordered. No. advance payment shall be entertained.
8. The rate should be typed and quoted both in figure and words clearly. The rate of both C.S.T. and GST should be mentioned separately and clearly. Rate of service charge for F.O.R. Door delivery (if any) should be mentioned clearly. Rate should be quoted in Indian currency only.
9. Tender should mention the quantity supplied in each packet as per Government policy.
10. Yearly approximate requirement is incorporated in the list of items which likely to be increased or decreased as per requirement. The yearly supply of order will be issued once or in phased manner as per requirement.
11. The following self certified/Self attested document should be submitted along with the tender. All the papers submitted with tender are to be self Certified/Self attested.
  - i. Up to date Tax clearance certificate, PAN Number.
  - ii. Up to dated valid Trade Licence.
  - iii. Valid documents of Co-operative Societies/ Public Sector Undertakings.
  - iv. GST Registration Certificate.
12. Price quoted should be met F.O.R. Door delivery at different Miscellaneous Store of Health Department.
13. No insurance charge is admissible and successful tenderize will responsible for any breakage and loss in transit on way to destination.
14. Any default or breach of contract and non-execution of supply order will be brought to the notice<sup>3</sup> of the appropriate authority for taking action.
15. If any item supplied is found to be not of standered quality, the quantity of " not of standard quality item(s)" supplied should be taken back and replaced by fresh stock at own cost of supplier.
16. Director of Health Services, Govt. of Tripura, Agartala reserves the right to accept or reject any tender without assigning any reason thereof and tender may be accepted or rejected in part or in whole.
17. The Director of Health Services, Government of Tripura, and Agartala reserves the right to unilaterally terminate contract or cancel the acceptance of the rate at any time without notice before expiry of the period for which rate are now invited.



(Dr.J.K. Dev Varma)  
Ex-Officio Addl.Secretary &  
Director of Health Services,  
Government of Tripura, Agartala.

LIST OF MISECELANOUS ARTICLES USE FOR HEALTH 7 FAMILY WELFARE DEPARTMENT FOR THE YEAR 2018-2019

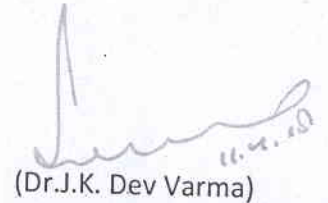
Sl. NO.	Name of the Item	Quantity	Approx. Quantity.
1	Addjelpen(black/blue/Red best Quality	Best quality	100 nos 200 nos
2	Addgel Riffil(black/blue/Red Best Quality	Best quality	50 nos
3	Attend. Regtd.No-4	Best quality	300 nos
4	Al pin T-Size	Kores	60 nos
5	Binding Regtd. with Roll (4,6,8,10,12,16,20,30 & 40)	Concast Paper	30 nos
6	Binding Regtd. without Roll (4,6,8,10,12,16,30 & 40)	Concast Paper	20 nos
7	Bucket (Plastic) 10 lit.	Best quality	20 nos
8	Bucket (Plastic) 20 lit.	Best quality	200 nos
9	Ball pen 2 point	Best quality	200 nos
10	Ball pen (Refill)	Best quality	200 nos
11	Blank C.D.	Moser bear/Sonny	10 nos
12	Carban paper Black/Blue(Big)	Kores (Big size)	5 nos
13	Carban paper Black/Blue(Small)	Kores (Small size)	5 nos
14	Correcting pen	Best quality	300 nos
15	Correcting fluid (White)	Kores / camel	10 nos
16	Calulator machine 12 Diszit.	Orpat / samay	100 nos
17	Caiculator machine (Small)	Orpat / Samay	100 nos
18	Clip board, Plastic	Best quality	20 nos
19	Coconut Boorm	Best quality	10 nos
20	Calling bell	Best quality	10 nos
21	Cup & Plate set	Lopala	5 nos
22	Cash book (no-12 & 20)	Best quality	10 nos
23	C.F.L. Bulb 15 / 20 / 28 / 8 watt.	Philips	30 nos
24	Celotap- 1"	Best quality	10 nos
25	Celotap- (Big size)	Best quality	10 nos
26	Celotap- (cutter)	Best quality	5 nos
27	Computer Ink. 15A Hp Laser Jet	Best quality	20 nos
28	Computer Ink . 12A Hp Laser Jet	Best quality	30 nos
29	Computer Ink. 35A Hp Laser Jet	Best quality	20 nos
30	Computer Ink. 88A Hp Laser Jet	Best quality	40 nos
31	Computer Ink. Desk Jet 00-3745	Best quality	5 nos
32	Computer Ink. 22/27 Black	Best quality	10 nos
33	Computer Ink. 23 Colour	Best quality	10 nos
34	Computer Printer Cartridge Canon- 303/103/703	Best Quality	50 nos
35	Computer Printer Cartridge Canon- 912	Panasonic	20 nos
36	Cartage 9CR Use for fax machine	Best quality	5 nos
37	Computer Cartridge Cannon-925	Best quality	30 nos
38	Computer Cartridge Cannon- 78 A	Best quality	5 nos
39	Duplicating paper	Kores/Emage	2 nos
40	Drinking water Glass	Borosil)	5 nos
41	Drinking water Glass	(ordinary)	5 nos
42	Drinking water Glass	(plastic)	5 nos
43	DVD Cassate	Best quality	10 nos
44	Duster towel (ordinary.)	Best quality	50 nos
45	Duster towel (Funnel.)	Best quality	20 nos
46	Dustbin Bucket 10 ltr.	Best quality	40 nos
47	Dustbin with cover paddle	Best quality	4 nos
48	DAK PAD	Best quality	10 nos
49	Dumper	Best quality	8 nos
50	Extension Cot	Philips	10 nos
51	Eraser of pencil	Best quality	5 pkt.
52	Envelop ordinary size 9 x 4" 10 x 4" 12 x 5" 15 x 6"	Best quality	20,000 nos
53	Envelop (use for service book) 18 x 10" 12" 16" 18"		

54	Electric bulb(100/60)	Phlips	40 nos
55	Electronic starter(for tube light)	Anchor	5 nos
56	Electric chak(for tube light)	Anchor	20 nos
57	Electric bulb holder	Best quality	10 nos
58	Emergency light	Best quality	4 nos
59	Electric switch	Best quality	10 nos
60	File board	Rajdoot	20,000 nos
61	File cover	Rajdoot	20,000 nos
62	Flower Broom	Best quality	50 nos
63	Fax roll	Oddy	5 nos
64	Fevi stick	Big & small tube	10 nos
65	Flusk (500 ml / 1ltr.)	Eggle/Milton	5 nos
66	Flexibile wire coil (Per meter)	Anchor	5 nos
67	Fan Capacitor	Anchor	5 nos
68	Founten pen Ink (Blue/Black/camel)	Best quality	5 nos
69	Favi Col	Best quality	10 nos
70	Gala	Best quality	10 pkt.
71	Gum Pot (Small)	Oxford	50 nos
72	Gum Pot (700 mg)	Oxford	40 nos
73	Highlighter pen	Best quality	200 nos
74	Jems clip (steel)	Zebra	50 pkt
75	Jems clip (plastic)	Zebra	300 pkt
76	Knife (For paper cutting)	Best quality	100 nos
77	Key Beg (leather)	Best quality	10 nos
78	Lock & Key (5 liver)	Godrej/Link	20 nos
79	Lock & key (7 liver)	Godrej/Link	25 nos
80	Lock & key (9 liver)	Godrej /Link	20 nos
81	Lock & key (For drawer lock)	Godrej /Link	20 nos
82	Marking Pen	Best quality	200 nos
83	Mosquito Hit	Best quality	200 nos
84	Mosquito Liquid Spray without Machine	Best quality	50 nos
85	Mosquito Liquid Spray with Machine	Best quality	50 nos
86	Napthalin	Best Quality	5 kg.
87	Odonil	Best Quality	200 nos
88	Pen Stand (For V.I.P.)	Best Quality	20 nos
89	Pencil, Nataraj	Best Quality	20 nos
90	Pen one time ( Blue/Red/Black)	Best quality	100 pkt.
91	Pen stand (Ordinary Big & Small)	Best quality	20 nos
92	Paper weight (Make in glass Big/ Medium/Small)	Godrej /Link	100 nos
93	Paper clip (plastic)	Best quality	40 nos
94	Pencil Battery	Eveready/Nippo	50 nos
95	Punch Machine (single)	Kengaro	100 nos
96	Punch Machine Double	Kengaro	20 nos
97	Phenyl (Black) 500 grm.	Best quality	100 nos
98	Phenyl (White) 500 grm.	Best quality	50 nos
99	Peon Book (No-4)	Best quality	200 nos
100	Pin cousin(plastic)	Best quality	50 nos
101	Plastic folder	Best quality	200 nos
102	Peon Bag	Best quality	10 nos

103	Papush Size:- i.30"x18" ii./24"x16"	Best quality	10 nos
104	Pedestal Fan, 3 blad	USHA	10 nos
105	Plastic seal i. (18 inch ii.12 inch iii.20 inch iv. 6nch)	Best quality	10 nos
106	Pen Drive i. 8GB/ ii.16 GB / 4GB	Best quality	30 nos
107	Photo Gossy Paper (A4)	Best quality	10 nos
108	Photo Gel pen (water proof)	Best quality	20 nos
109	Room Freshener	ORCHID	30 nos
110	Re-stick Note	Best quality	300 nos
111	Rain coat (For Gents) Shirt & Pant	Duck Back	10 nos
112	Stencil Paper	Best quality	5 pkt.
113	Stencil Plate	Best quality	2 pkt
114	Seat Cousan (15 x 15 x2)	Best quality	50 nos
115	Sujan (Wooden handle)	Best quality	50 nos
116	Sketch pen	Camel	100 nos
117	Short Hand Note Book (50 pages)	OXFORD	50 nos
118	Stamp pad (Big size)	Ashoka	5 nos
119	Stamp pad (Small size)	Ashoka	20 nos
120	Stamp pad Ink.	Ashoka	50 nos
121	Stapler Machine (Big)	Star/Kengaro	50 nos
122	Stapler Machine ( Small )	Star/ Kengaro	200 pkt
123	Stapler pin (Big)	Kores	100 pkt
124	Stapler pin (Small)	Kores	100 pkt.
125	Scissor Size:-18.5 CMS	Best quality	150 nos
126	Smart gel pen (Black/Blue/Red)	Best quality	50 nos
127	Smart gel Refill (Black/Blue/Red)	Best quality	100 pkt
128	Sponge towel (100% Cotton, Small)	Best quality	100 nos
129	Tea-Spoon	Best quality	20 nos
130	Toilet Washing liquid	Harpic	100 nos
131	Tea-Tray	Best quality	5 nos
132	Tube light (Big)	Best quality	50nos
133	Table – Top, Glass ( 66 x 45,cm )	Best quality	10 nos
134	Type writer paper	Best quality	2 ream
135	Torch light i.(3 cell) ii. Torch light ( 2 cell)	Eveready/Nippo	5 nos
136	Torch light Battery	Eveready/Nippo	.50 nos
137	Tag	Nylon/Ordinary	100 bundle
138	Ton- thread	Best quality	200 pkt
139	Telephone lock	Best quality	5 nos
140	Toilet Washing Brush(Plastic handle)	Best quality	25 nos
141	Table glass Single Length-(48 $\frac{1}{2}$ )  Wide – (30 $\frac{1}{2}$ )	Best quality	5 nos

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142	Table glass Double Length-(54 $\frac{1}{2}$ ) Wide - (30 $\frac{1}{2}$ )	Best quality	5 nos
143	Umbrella,	K.C.Pal	5 nos
144	V.I.P towel (big size)	Best quality Size-140 x 70cm wt.500 gm.	50 nos
145	Wall clock	Ajanta	10 nos
146	Writing Pad (50 pages)	Deepak	20 nos
147	White paper DFC size	8 kg ream	100 ream
148	Washing soap	Lifebouy 115 gm.	50 nos
149	Washing powder (500 gm.)	OK/Wheel	20 kg.
150	Water Filter ( 60 ltr.)	Cement	5 nos
151	Xerox paper A3	J.K.copier	200 ream
152	Xerox paper A4 size	J.K.copier	50 ream
153	Xerox paper(Fs) size	J.K.copier	20 nos
154	Xerox Machine Ink. NPG-59 Tonner	Canon	20 nos
155	Xerox Machine Ink. NPG-28 Tonner	Canon	20 nos



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