2nd Call
GOVERNMENT OF TRIPURA
DIRECTORATE OF FAMILY WELFARE & P.M. GURKHABASTI, AGARTALA

NO. F.12 (15-41)-DFWPM/IEC/2015 Dated 05/10/2016.

NOTICE INVITING TENDER

Tenders in sealed covers are hereby invited for the year 2016-2017 by the Director of Family Welfare & P.M., Government of Tripura, Agartala on behalf of the Governor of Tripura from the resourceful, experienced, bonafide, licensed Printer or their authorized supplier/firm/person for Providing and fitting of Signages and direction PVC informatory Board made by fibre board as mentioned below:-

Sl.

no.

Description Approximate Quantity

Unit Rate Remarks.

Providing and fitting of Signages and
direction PVC informatory Board made
by fibre board in good quality, sizes
16”x4”x3mm thick Aluminium pelment bar 20mm dia including screws etc.
Write of matter should be Bengali and English medium in buses colour over
white shed point on the both side, eye
sight visibility from 20.00 m a point all complete as per direction of the Engineer in-charge

Total PHCs & CHCs
=135 nos.

Synage & direction
board allocated for
each hospital=27
Total=135x27=3645

nos.

01

(One)

Rs.243/-
each

Subjects of 27 items’ are to
be collected from Engineeri
ng cell of this Directorate.
Specimen of the item is
available in the same
section for observation by
the intended bidders.)

The tender will remain valid up to 31-03-2018. The Director of Family Welfare & P.M., Govt. of Tripura reserves the right to extend the rate for second year to the approved firm on the basis of satisfactory performance and execution of work order in time and in terms of quality.

TERMS & CONDITION
1. Tenders will be dropped in “Tender Box”, Store & Purchase section of DFW&PM only in sealed covers addressed to “Director of Family Welfare & P.M., Government of Tripura, P.N. Complex, Gurkhabasti, P.O. Kunjaban, Agartala-799006” up to 4.00 PM of 08/11/2016. Tender received after the aforesaid date and time shall be rejected. The Director of Family Welfare & P.M. shall not remain responsible for any postal delay. Tenderers are requested to provide detailed address along-with Pin Code, Phone and Fax numbers with S.T.D. Code, number, etc. for communication.

2. On the top left side of the sealed tender enquiry number and date, due date of receipt and address of Tenderer should be mentioned. Tenders are likely to be opened on 10/11/2016 at 3.00 PM, if possible. Tenderers or their representatives may remain present at the time of opening of the tenders.

3. The interested bidders shall submit the bids in 2(two) parts, namely “Technical Bid and Financial Bid”. The 2-bids should be put in two separate sealed envelopes, indicating on the cover as to which one is the technical bid and which one is the financial bid. The 2 envelopes shall, thereafter, be placed inside a large sealed cover and the same may be submitted. The “Technical Bid “ shall contain all 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 only the rate offered by the bidder. While processing the bids, 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.
(Continued to P/2.)

(Page-2.)

4. The execution order of the item must be completed within 30 (thirty) days from the date of issue of work order. A penalty @ 1% on the estimated value shall be charged for every week or part of week of delay beyond stipulated date. However, Relaxation will be entertained only in special circumstances (Natural Calamities, War or any other situation beyond human control).

5. 5% of the value of estimated cost will have to be deposited as Security Money by demand draft from any Nationalized Bank by the firm within 20(twenty) days time from the date of issue of work order.
6. Income Tax / other Tax shall be deducted from the bill as per guidelines of the Government, if applicable.

7. 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 of order.

8. Payment to successful Tenderer shall be made on bill basis only after execution/completion of work
ordered for. No advance payment shall be made under any circumstances.
9. The rate should be typed and quoted both in figure and words clearly in Indian currency. The rate of both CST & VAT should be mentioned separately and clearly in financial bid, in Indian currency only.

10. Specimen/Design of Signage/Name Plate will be available in the “Engineering Cell” of this
Directorate.

11. Approximate requirement is incorporated in the table above which is likely to be increased or decreased as per actual requirement and work order may be placed in parts or fully as per discretion of the Director, FW&PM.
12. Draft Design (as per specification; to be supplied by the Department) should be submitted within7 (seven) days of issue of supply order. Proof should be corrected & finalized draft to be submitted within03 (three) days.

13. The supply of printed materials must be completed within 30 (thirty) days from the date of finalization of the design & content by the H&FW Department, Tripura.

14. The following self-certified / self-attested documents should be submitted along-with the Tender. All the papers submitted with the tender are to be self-certified / self-attested.

a. Up to date Tax Clearance Certificate
b. PAN Card.
c. Copies of valid trade license or renewal certificate there of printing.
d. Documents showing experience (Work order/experience certificate).
e. A sample of earlier printing material of such work.

15. The bidder shall provide Bank Deposit At- Call having validity to cover the period of tender from any Nationalized Bank for an amount of Rs 45,000/-(Rupees forty-five thousand) only as Earnest Money along with the tender. This amount shall be released after validity period of tender, in case of successful bidders and that of un-successful bidders will be released after finalization of tender.

(Continued to P/3)

(Page-3)

16. Price quoted should meet on F.O.R. Door delivery to the different PHCs & CHCs under the
Directorate of Family Welfare & P.M, Gurkhabasti, Agartala.

17. No insurance charge is admissible and successful Tenderer will be responsible for any damage and
loss in transit on way to destination.

18. Any default or breach of contract and non-execution of supply order shall lead to forfeiture of earnest money/security deposit of the successful Tenderer beside to such action as may be considered appropriate by the Director of Family Welfare & P.M., Government of Tripura, Agartala including black listing / delisting the Tenderer for the future purpose.

19. If any item supplied is found to be not of Standard quality, the not of standard quality supplied will
have to be taken back and replaced by fresh stock at own cost of supplier irrespective of whether any part consumed or not.

20. The Director of Family Welfare & P.M., Government 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.

21. The Director of Family Welfare & P.M., Government of Tripura, Agartala reserves the right to
unilaterally terminate the contract or cancel the acceptance of the rate and firm at any time without notice before expiry of the period for which rate is now invited.

22. Extension of rate for supply may be considered for 2nd year to the approved supplier on the basis of
satisfactory performance and execution of supply order in time and in terms of quality.

23. In case of legal dispute the jurisdiction will be the Tripura High Court, Agartala.

Sd./
05/10/2016

Director of Family Welfare & P.M
Government of Tripura, Agartala.
Enclo:-

I) Annexure-A:- undertaking to be submitted by the tenderer.
II) Annexure-B:- List of documents submitted should be given in a separate sheet within the Technical Bid.

Copy to

1) The Executive Engineer, Engg. Cell of DFW&PM, Govt. of Tripura, Agartala for information & necessary action.
2) The P.R.O., DFW&PM for information & necessary action.

Sd./
05/10/2016
Director of Family Welfare & P.M
Government of Tripura, Agartala.

Annexure-A

Undertaking to be submitted by the tenderer

Tender No._____________________

For supply of ___________________

Sir,
I/We Sri / Smt. ………………………………………………, on behalf of M/s. ………………………………………………………… having registered office at……………….., do hereby declare that I/we have gone through the terms and conditions mentioned for the above and undertaken to comply with all tender terms and conditions. The rates quoted by me/us are valid and binding on me/us for acceptance for a period of 01(one) year from the date of award of contract to me/us.

2. I/We undersigned hereby bind myself/ourselves to the Office of ……………………………….……….to
supply …….………………………………….. The rates quoted by me/us for the items tendered for are specified against each. It is certified that rates quoted are lowest quoted for any institution in India and not higher than the MRP/ prevailing market rate.
3. The articles shall be strictly as per specification and of the best quality as per requirement of the
institution. The decision of the Office of …………………………………………………. (Hereinafter called the said Purchaser) as regards to the quality and specification of article shall be final and binding on me/us.
4. I/We agree to the conditions of the tender under which the EARNEST MONEY DEPOSIT and
SECURITY DEPOSIT shall be forfeited by authority.
5. I/We hereby undertake to pay the penalty as per the terms and conditions of the contract for
delayed supply of the ordered items.
6. I/We agree to accept the amount of the bill to be paid by the purchaser after completion of all
formalities and should any amount of the bill found by the purchaser/auditors to have been over-paid; the amount so found shall be refunded by me/us.
7. I/We hereby undertake to supply the items during the validity of the tender as per direction
given in supply order within the stipulated period.
8. The tender inviting authority has the right to accept or reject any or all the tenders without
assigning any reason.
9. I/We understand all the terms and conditions of the contract and bind myself/ourselves to abide
by them.

SIGNATURE...

NAME & DESIGNATION...

DATE..

NAME & ADDRESS OF THE FIRM..

Annexure-B

List of documents submitted should be given in a separate sheet within the Technical Bid.

Sl List of documents Page no
01 Up to date Tax Clearance Certificate.

02 PAN Card.

03 Fresh deposit at call (D/Call) / Demand Draft drawn from any scheduled National
Bank for an amount of Rs. 45,000/- (Rupees forty-five thousand) only.
04 Copy of Valid Trade license or renewal certificate thereof.

05 Documents showing experience of such kind of work (work order/experience
certificate).

06 An undertaking for acceptance of terms & condition of the NIT as per annexure- A

* Attach separate sheets if the space is found insufficient in respect of these items.

SIGNATURE : ……………………………………………………………………

NAME & DESIGNATION : …………………………………………………………………..

DATE : …………………………………………………………………..

NAME & ADDRESS OF THE FIRM: …………………………………………………………………….

GOVERNMENT OF TRIPURA
DIRECTORATE OF FAMILY WELFARE & P.M.
GURKHABASTI, AGARTALA

NO. F.12 (15-41)-DFWPM/IEC/2015 Dated 29/08 /2016.

NOTICE INVITING TENDER

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Sl. Description Approximate Unit Rate Remarks.

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board allocated for
each hospital=27
Total=135x27=3645

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Rs.243/-
each

Subjects of 27 items’ are to
be collected from Engineeri
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Specimen of the item is
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section for observation by
the intended bidders.)

The tender will remain valid up to 31-12-2017. The Director of Family Welfare & P.M., Govt. of Tripura reserves the right to extend the rate for second year to the approved firm on the basis of satisfactory performance and execution of work order in time and in terms of quality.

TERMS & CONDITION
1. Tenders will be dropped in “Tender Box”, Store & Purchase section of DFW&PM only in sealed covers addressed to “Director of Family Welfare & P.M., Government of Tripura, P.N. Complex, Gurkhabasti, P.O. Kunjaban, Agartala-799006” up to 4.00 PM of 19/9/2016. Tender received after the aforesaid date and time shall be rejected. The Director of Family Welfare & P.M. shall not remain responsible for any postal delay. Tenderers are requested to provide detailed address along-with Pin Code, Phone and Fax numbers with S.T.D. Code, number, etc. for communication.

2. On the top left side of the sealed tender enquiry number and date, due date of receipt and address of
Tenderer should be mentioned. Tenders are likely to be opened on 21/9/2016 at 3.00 PM, if possible. Tenderers or their representatives may remain present at the time of opening of the tenders.

3. The interested bidders shall submit the bids in 2(two) parts, namely “Technical Bid and Financial Bid”. The 2-bids should be put in two separate sealed envelopes, indicating on the cover as to which one is the technical bid and which one is the financial bid. The 2 envelopes shall, thereafter, be placed inside a large sealed cover and the same may be submitted. The “Technical Bid “ shall contain all 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 only the rate offered by the bidder. While processing the bids, 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.
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4. The execution order of the item must be completed within 30 (thirty) days from the date of issue of work order. A penalty @ 1% on the estimated value shall be charged for every week or part of week of delay beyond stipulated date. However, Relaxation will be entertained only in special circumstances (Natural Calamities, War or any other situation beyond human control).

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6. Income Tax / other Tax shall be deducted from the bill as per guidelines of the Government, if applicable.

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except imposition of any levy or increase in existing levy. Such request will lead to cancellation of order.

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ordered for. No advance payment shall be made under any circumstances.

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g. PAN Card.
h. Copies of valid trade license or renewal certificate there of printing.
i. Documents showing experience (Work order/experience certificate).
j. A sample of earlier printing material of such work.

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19. If any item supplied is found to be not of Standard quality, the not of standard quality supplied will
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22. Extension of rate for supply may be considered for 2nd year to the approved supplier on the basis of satisfactory performance and execution of supply order in time and in terms of quality.

23. In case of legal dispute the jurisdiction will be the Tripura High Court, Agartala.

Sd./
29/9/2016

Director of Family Welfare & P.M
Government of Tripura, Agartala.
Enclo:-

III) Annexure-A:- undertaking to be submitted by the tenderer.
IV) Annexure-B:- List of documents submitted should be given in a separate sheet within the Technical Bid.

Copy to

3) The Executive Engineer, Engg. Cell of DFW&PM, Govt. of Tripura, Agartala for information & necessary action.
4) The P.R.O., DFW&PM for information & necessary action.

Sd./
29/9/2016
Director of Family Welfare & P.M
Government of Tripura, Agartala.

Annexure-A

Undertaking to be submitted by the tenderer

Tender No._____________________

For supply of ___________________

Sir,
I/We Sri / Smt. ………………………………………………, on behalf of M/s. ………………………………………………………… having registered office at……………….., do hereby declare that I/we have gone through the terms and conditions mentioned for the above and undertaken to comply with all tender terms and conditions. The rates quoted by me/us are valid and binding on me/us for acceptance for a period of 01(one) year from the date of award of contract to me/us.

2. I/We undersigned hereby bind myself/ourselves to the Office of ……………………………….……….to supply …….………………………………….. The rates quoted by me/us for the items tendered for are specified

against each. It is certified that rates quoted are lowest quoted for any institution in India and not higher than the MRP/ prevailing market rate.
3. The articles shall be strictly as per specification and of the best quality as per requirement of the
institution. The decision of the Office of …………………………………………………. (Hereinafter called the said Purchaser) as regards to the quality and specification of article shall be final and binding on me/us.
4. I/We agree to the conditions of the tender under which the EARNEST MONEY DEPOSIT and
SECURITY DEPOSIT shall be forfeited by authority.
5. I/We hereby undertake to pay the penalty as per the terms and conditions of the contract for
delayed supply of the ordered items.
6. I/We agree to accept the amount of the bill to be paid by the purchaser after completion of all
formalities and should any amount of the bill found by the purchaser/auditors to have been over-paid; the amount so found shall be refunded by me/us.
7. I/We hereby undertake to supply the items during the validity of the tender as per direction
given in supply order within the stipulated period.
8. The tender inviting authority has the right to accept or reject any or all the tenders without
assigning any reason.
9. I/We understand all the terms and conditions of the contract and bind myself/ourselves to abide
by them.

SIGNATURE...

NAME & DESIGNATION...

DATE..

NAME & ADDRESS OF THE FIRM..

Annexure-B

List of documents submitted should be given in a separate sheet within the Technical Bid.

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03 Fresh deposit at call (D/Call) / Demand Draft drawn from any scheduled National
Bank for an amount of Rs. 45,000/- (Rupees forty-five thousand) only.
04 Copy of Valid Trade license or renewal certificate thereof.

05 Documents showing experience of such kind of work (work order/experience
certificate).

06 An undertaking for acceptance of terms & condition of the NIT as per annexure- A

* Attach separate sheets if the space is found insufficient in respect of these items.

SIGNATURE : ……………………………………………………………………

NAME & DESIGNATION : …………………………………………………………………..

DATE : …………………………………………………………………..

NAME & ADDRESS OF THE FIRM: …………………………………………………………………….