

GOVERNMENT OF TRIPURA  
DIRECTORATE OF FAMILY WELFARE & PM

No. F. II(87)-RFL/2020

Dated, Agartala, the 13/09/2022.

**SHORT NOTICE INVITING QUOTATION**

Short Notice Inviting Quotation are hereby invited by the Head of Office, Directorate of Family Welfare & PM, Government of Tripura, Agartala from valid local or National NABL Accredited Calibration Agency of minimum 01(one) year experience in concerned field regarding requirement of Calibration of equipment of Regional Food Laboratory (RFL), Agartala under this Directorate of Family Welfare & P.M, Government of Tripura **(Technical specification for Calibration service along with list of equipments requires to be calibrated enclosed herewith)**

**Terms and Conditions**

1. Quotation will be received by Speed Post / Registered Post/Courier Services/By receipt & dispatch section of DFW&PM only in sealed covers addressed to "O.S.D (Head of Office), Directorate of Family Welfare & P.M., Government of Tripura, P.N. Complex, Gurkhabasti, P.O. Kunjaban, Agartala-799006" up to 4.00 PM of **10-10-2022. Quotation may be opened on 11-10-2022, if possible. "Quotation document vide number" to be mentioned in bold letters on the sealed envelop.** Quotation 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. Bidders are requested to provide detailed address along-with Pin Code, Phone No. and Fax/email ID etc. for communication.
2. 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 the rate offered.
3. Photocopy of all required documents as per Technical Specification should be submitted along with quotation.
4. Payment to successful Bidders shall be made on bill basis only after complete execution of supply order. No advance payment shall be made under any circumstances.
5. Income Tax/other Tax shall be deducted from the bill where applicable as per guidelines of the Government.
6. Self certified Xerox copy of PAN Card, GST & Valid licence, letter of authorization if any, should be submitted with quotation.
7. The rate should be typed and quoted both in figure and words clearly in Indian currency. The rate of GST should be mentioned separately and clearly in the quotation.
8. Time allowed for Technical Clarifications during technical evaluation is 2(two) days.

**The undersigned reserves right to accept or reject any quotation without assigning any reason.**

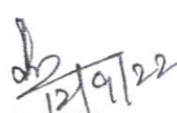
visit Website [www.health.tripura.gov.in](http://www.health.tripura.gov.in)

  
12/9/22  
Head of Office

Directorate of Family Welfare & PM  
Government of Tripura, Agartala.

**Copy paste to the Notice Board of:-**

1. The Directorate of Family Welfare & P.M, Govt. of Tripura, Agartala.
2. The Directorate of Health Services, Govt. of Tripura, Agartala.
3. The Directorate of Panchayet, Govt. of Tripura, Agartala.
4. The Nodal Officer, IT DFWPM, Govt. of Tripura, Agartala for uploading in Govt. web-side.
5. The Regional Food Laboratory (RFL), DFW&PM, Govt. of Tripura, Agartala.
6. The Receipt & Dispatch Section, DFWPM, Govt. of Tripura, Agartala.

  
12/9/22  
Head of Office

Directorate of Family Welfare & PM  
Government of Tripura, Agartala.

### Technical specifications for Calibration Service

Sl. No.	Particulars	Requirements
1.	The External Calibration Agency shall have valid NABL accreditation Certificate on ISO/IEC 17025: 2017.	The External Calibration Agency is required to submit a copy of valid NABL Accreditation Certification issued by NABL
2.	The External Calibration Agency must have at least one year of experience in this field.	Work order(s) indicates the work of experience/User(s) Performance Certificate to be submitted
3.	The External Calibration Agency must be in possession of valid registration under Income Tax, PAN, GST etc.	Copy of latest Valid Certificate
4.	The External Calibration Agency must not be banned or debarred or blacklisted by any State Govt. / Central Govt. /Central or State Govt. Undertakings/Utilities/Private Organizations etc. in last one year.	Self-declaration certificate to be submitted
5.	Items which are require to be calibrated by External Calibration Agency	List wise items is given at <b>Annexure 'A'</b>
6.	Calibration site	On site Calibration
7.	Calibration Certificate	Calibration Certificate shall be given to the concerned laboratory within 7 days after completion of calibration work
8.	Additional charges other than rate of each item, if any	If any additional charge other than rate of each item is require then it should be quoted clearly
9.	Validity of quotation	Quotation shall be remain valid till completion of the process
10.	Scope of Accreditation of NABL accredited Calibration Laboratory	The External Calibration Agency is required to submit copy of "Scope of Accreditation" issued by NABL
11.	Location of the laboratory for Calibration service	External Calibration Agency is required to complete the calibration in the following site:- <b>Regional Food laboratory</b> <b>2<sup>nd</sup> Floor, Drug Control Building</b> <b>Pandit Nehru Office Complex,</b> <b>Gurkhabasti, Agartala- 799006</b> <b>West Tripura District, Tripura</b>
12.	Completion of work	Calibration work shall be completed within 2-3 weeks from the date of issue of work order
13.	Pre-requisite of the laboratory	If any pre-requisite is required by the laboratory then it shall be informed by the Calibration Agency before commencement of calibration work

  
 07/04/21  
**SANTANU BISWAS**  
 Food Analyst  
 - Regional Food Laboratory  
 Govt. of Tripura, Agartala.