

**NOTICE INVITING TENDER**

Sealed cover tender is hereby invited by the undersigned from the intending bona fide and resourceful supplier (Indian National) for supply of the **polybag** of different sizes for raising nurseries, as per terms and condition indicated below which will be received in the office of the Sub-Divisional Forest Officer, Manughat, Longtharai Valley, Dhalai, Tripura from 31<sup>st</sup> May, 2019 to 14<sup>th</sup> June, 2019 in between 10.30 AM to 3.00 PM in all working days and up to 3.00 PM on 14<sup>th</sup> June, 2019 from the bidders in person/by post.

The bids shall be opened at 3.30 PM on 14<sup>th</sup> June, 2019, if possible otherwise on the next day at 11.00 AM. The tenderers may also remain present during the time of opening of the bids.

<b>Specification of poly bags</b>	
Sizes of poly bags	20 cm x 30 cm (Approx- 1110 kg)
	15 cm x 23 cm (Approx- 4000 kg)

**Terms & Conditions**

1. The "Earnest Money" for an amount of Rs. 50, 000/- (Rupees Fifty thousand) only in the form of deposit at D-call or demand draft in favour of Sub-Divisional Forest Officer, Manu from any Nationalized Bank shall be submitted along with the sealed quotation. Tender without such "Earnest Money" will not be considered and Tender will be rejected. The said earnest money will be covered into security money for successful bidder. For other the earnest money would be refunded after finalization of the work order.
2. **The interested bidder/tendere shall submit the bids in 2 parts, namely i.e. "Technical Bid ("A" envelop) and Financial Bid ("B" Financial Bid).** The 2 bids should be putted in 2 separate sealed envelopes, indicating on the cover as to one is the technical bid and other one is the financial bid. The 2 envelopes inside a large sealed cover.  
**The Technical Bid:** - shall contain all details regarding the items offered by the bidders compliance of terms and condition, submission of documents, D-call/Demand Draft etc. In other words everything except the rate offered. The technical features as per **annexure-"A"**  
**The Financial Bid:** - shall contain only the rate offered by the bidder. The technical bids will be opened first and the bidder will be short listed on the basis of fulfilment of requirement as per terms & condition. Thereafter, financial bids of only short listed bidders will be opened and the lowest bidders will be selected and selection of items is subject to recommendation of the technical committee constituted by the undersigned.
3. The tenderers should follows below mention format for financial bids:

SL No.	Particular	Size of poly bag	Rate/kg	GST amount	Total Amount
1	Poly bags	20 cm x 30 cm			
2		15 cm x 23 cm			

4. The rate should be quoted both in figure and words clearly, and other tax as admissible in Govt. Rule. The rate should be quoted in Indian currency only.
5. GST & other income tax will be deducted at source from the bill as per Government rule as applicable.
6. In case of tendered whose rate accepted, as per terms & condition of the tender, shall dully execute the supply.
7. The successful bidder will have to register himself as vendor as per guidelines of MGNREGA.

8. The supply has to be execute within 10 (ten) days from the date issue of the supply order. In case failure of supply of the ordered item in full within stipulated period, the security deposit money likely to be forfeited without further correspondence.
9. The supply order for approve item will be issued once at a time in phase manner subject to availability of fund.
10. The lowest rate quoted by the tenderer will be determined on the basis of comparison of basis rate i.e. excluding CGST/SGST.
11. **Copy of the following self attested document should submitted along with the technical bids of tenders:**
  - i) Photograph of valid Trade license certificate issued from the Municipal Corporation/ Municipality/ Nagar Panchayet.
  - ii) Copy of registration for GST & valid copy of GST return for the last quarter.
  - iii) Copy of professional tax clearance.
  - iv) Photo copy of PAN Card.
  - v) Others if any.
12. EMD/SDM shall not be applicable in case of Govt. Organization/Public sector under taking for that cast documentary evidence to be submitted that effect.
13. No insurance charges are admissible and the successful tenderer/Supplier will be responsible for any breakage, damage and lost in transit on the way to destination i.e. Range Officer, Manu.
14. The undersigned reserves the right to accept or reject any/all tenders without assigning any reason thereof and may accept or reject part of the render/tenders.
15. The undersigned reserves to unilaterally terminate the contract or cancel acceptance of rate or supply order at any time without notice before the expire of the periods for which rate are now invited
16. Selections of items subject to recommendation of the approved technical committee.
17. After satisfactory supply of the item/items, payment will be made by bill basis on availability of fund no advance payment will be entertained.
18. The rate will remain valid up to one year from date of acceptance.
19. A duly signed copy of terms and condition of the undersigned to be returned by the tenderers as a taken of acceptance of the Department terms and condition.

[Abhijit De, TFS]

Sub-Divisional Forest Officer  
Manu Forest Sub-Division, LTV

No.F.2-1/Dev/Tender/MFSD-2019-20/1315 - 49

Dated, 31/05/2019

**Copy to:**

1. The Principal Chief Conservator of Forests, Tripura, Agartala for favour of kind information.
2. The Addl. PCCF Tripura, Agartala for favour of kind information.
3. The District Forest Officer, Dhalai/North/ Unakoti/ Khowai/West/ Shepahijala/South/Gumti for favour of kind information.
4. The Sub-Divisional Forest Officer, Dharmanagar/ Kailashahar/ Kanchanpur/Kumarghat/ Ambassa/ Teliamura /Khowai/ Bagafa/Sadar/Bishalghar/ Sonamura/ Udaipur/ Amarpur/ Karbook/Sabroom/ Mandai for kind information with a request to published this notice in the notice board.
5. The Wildlife Warden/Rowa/Gomati/Sepahijala for information.
6. The Superintendent Govt. Press with a request to arrange wide publicity.
7. The In-charge of GIS Cell, O/o the PCCF Tripura request to publish in the Departmental publicity.
8. The Range Officer, Manu/ Chailengta/ Chawmanu for information with a request to publish this notice in the notice board.
9. Notice Board of this office.

Sub-Divisional Forest Officer  
Manu Forest Sub-Division, LTV