

Government of Tripura
Office of the Sub-Divisional Forest Officer
Sabroom Forest Sub-Division
E-Mail:sdfosabroom@gmail.com

Notice Inviting Short Quotation

Sealed Short Quotations are invited on behalf of Government of Tripura from the intending *bonafide* Indian citizen and resourceful suppliers/vendors for supplying of different category of materials like cement, river sand, 6mm, 8mm Dia Bar (TATA / TMT) well burned brick aggregate etc at Sabroom Forest Sub-Division, Sabroom, South Tripura during the year 2025-26.

The detailed short quotation documents containing terms and conditions and specifications as mentioned below shall be available up to 2:00 pm of 08/10/2025 and the same may be opened on the same day at 4:30 pm, if possible in the office of the **Sub-Divisional Forest Officer, Sabroom, South Tripura** or otherwise next working day.

TERMS AND CONDITIONS

1. Resourceful suppliers/vendors will deposit their price offers along with a D-call /Demand Draft for an amount of Rs. 10,000.00 (Rupees Ten thousand) only in favour of the **Sub-Divisional Forest Officer, Sabroom Forest Sub-Division, Sabroom, South Tripura** failing which the short quotations shall be liable to be treated as disqualified.
2. The Short Quotations may be deposited by Hand/Registered Post in the office of the **Sub-Divisional Forest Officer, Sabroom, South Tripura** within due date and time. No short quotations shall be entertained after due date and time and the delay on any account shall not be condoned.
3. The Short Quotations must contain the name, address, contact number of the resourceful suppliers/vendors submitting the short quotations.
4. Every page of the Short Quotations document should be signed with seal and all overwriting and corrections should be attested by the bidder under his / her signature.
5. The right of rejection / acceptance of Short Quotations is reserved by the authority without assigning any reason thereof.
6. Before submission of the Short Quotations, bidders are required to make themselves fully conversant with the scope of the work, technical requirements and specifications etc. as mentioned below, so that no ambiguity arises later on.

SN	Particulars	Specification of items to be supplied	Unit	Quoted rate in INR only (Including Transportation)	Including Taxes in INR only
1.	Supplying of river sand	Good river sand	Per cubic Ft.		
2.	Supply of Cement	43 graded PPC	Per Bag		
3	Supply of TMT Bar	6mm (dia bar)	Per Kg		
		8mm (dia bar)	Per Kg		
4	Well burned brick aggregate	20 mm nominal size	Per cubic Ft.		

7. In case of any doubt regarding contents and meaning thereof of the Short Quotations document, the bidder may contact the concerned section in the office of the **Sub-Divisional Forest Officer, Sabroom, South Tripura** for clarification of such doubt prior to submitting the Short Quotations.
8. The Short Quotations must be in complete shape. The bidder shall remain responsible for any sort of clarification on tender likely to be sought from the office of the undersigned.
9. Envelope should be superscripted as "Short Quotations" and shall contain the following documents:
 - Photocopy of Trade License.
 - Photocopy of GST Registration / certificate of provisional GST Registration.
 - Photocopy of Professional Tax Clearance Certificate
 - Photocopy of Pan Card of the supplier / vendor.
 - Short Quotation documents duly signed and sealed in original.



10. Deduction of GST @ 2% on payment of Rs. 2.50 lakhs and above at source from successful vendor.
11. Deduction at source IT @2% on payment of Rs. 0.30 lakhs and above.
12. The Short Quotations received through E-mail/Fax shall not be accepted under any circumstances.
13. The bidder shall quote the rates in figures as well as in words per number. In case of any difference between these two insertions, lower one shall be considered as offered rates. No price variation clause shall be entertained. No conditional offer shall be accepted.
14. The successful bidder shall remain responsible for supply of the items as mentioned as per direction of the concerned authority. Before supplying the sample shall be shown to the concerned authority / implementing Officer.
15. Successful bidder if fails to supply the material as mentioned in the supply order within specific date as cited in the supply order, then the eligibility of successful bidder will be terminated instantly. Subsequently required materials may be procured as per LPC rate from any supplier, if successful bidder fails to supply.
16. Any Short Quotations document found to be false or with mistakes, misquoting, misleading on the part of the supplier / vendor / bidder shall be liable to be rejected.
17. The payment shall be made as per the availability of fund to the successful supplier based on the approved rates on completion of satisfactory supply of materials as per the specification mentioned in Terms & Conditions only, and successful supplier should obtained receipt of materials from the concerned Implementing Officer and copy of the receipt to be enclosed while submitting bills.
18. Quantity and quality as per specification are subject to verification by the concerned officer of the Department.
19. If any defect is found during delivery of items as mentioned, the successful supplier / vendor / bidder shall be liable to replace the same.
20. Unless otherwise contained in any clause, the dispute already arisen or likely to be arisen in course of execution of contract shall be referred to the arbitrator engaged by the Department.


 2/9/25

Sub-Divisional Forest Officer
Sabroom, South Tripura
Dated: 04/09/2025

No.F.4-18(Vol-1)/Dev/SDFO/SBM/Tender /For-2025/1744-1781

Copy to:

1. The PS to the Principal Chief Conservator of Forests, Tripura for favour of kind information of PCCF & HoFF, Tripura.
2. The Chief Conservator of Forests (Territorial), Office of the Principal Chief Conservator of Forests, Tripura, Agartala for favour of kind information.
3. The District Magistrate & Collector, Sepahijala Tripura, for favour of kind information.
4. The District Forest Officer, South / Gomati / Sepahijala / West / Khowai / North / Unokoti / Dhalai Tripura District for favour of kind information.
5. The Sub-Divisional Forest Officer, Sonamura / Udaipur / Amarpur / Karbook / Bishalgar / Bagafa / Sadar / Mandwi / Teliamura / Kumarghat / Dharmanagar / Kailashahar / Kanchanpur / Ambassa / Manu for kind information.
6. The Wildlife Warden, Trishna / Sepahijala / Rowa / Gumti for kind information.
7. The Block Development Officer, Poangbari / Satchand / Rupaichari for kind information.
8. In-Charge of GIS Cell, O/o the PCCF Tripura with a request to upload the same in the departmental web site for wide publication.
9. The Range Officer, Satchand / Srinagar / Bankul for information and necessary action.
10. The Notice Board of this Office.

 4/9/25
SDFO, Sabroom