

**Government of Tripura**  
ANIMAL RESOURCES DEVELOPMENT DEPTT.  
P.N. COMPLEX, AGARTALA  
Ph. No.- 0381-232-3611/Fax-0381-2320066  
Website:- <http://tripuratenders.gov.in/www.ardd.tripura.nic.in>  
e-mail:- [ardd.tripura@gmail.com](mailto:ardd.tripura@gmail.com)

No. F. 4-208/ARDD/STY/2012/V-III

Dated, Agartala, 12/2/2019.

## **NOTICE INVITING e-TENDERS**

**NAME OF WORK:- E-TENDER FOR PROCUREMENT OF STEEL FURNITURE FOR 2 (TWO) NOS. VETERINARY DISPENSARY AT BAGMA AND MUNGIKAMI UNDER GOMATI & KHOWAI DISTRICTS RESPECTIVELY IN ANIMAL RESOURCES DEVELOPMENT DEPARTMENT DURING THE YEAR 2018-2019.**

(D.K. Chakma)  
Director  
Animal Resources Dev. Department  
Government of Tripura

**NAME OF TENDER: - E-TENDER FOR PROCUREMENT OF STEEL FURNITUR FOR 2(TWO) NOS. VETERINARY DISPENSARY AT BAGMA AND MUNGIKAMI UNDER GOMATI & KHOWAI DISTRICTS RESPECTIVELY IN ANIMAL RESOURCES DEVELOPMENT DEPARMENT DURING THE YEAR 2018-2019.**

**Critical dates:-**

<b>Sl. No.</b>	<b>Information</b>	<b>Details</b>
1.	Tender No.	<b>No. F. 4-208/ARDD/STY/2012/V-III , Dt., 12/2/2019</b>
2.	Tender Publication Details	The Tender Form can be seen and downloaded from the websites ( <a href="http://tripuratenders.gov.in">http://tripuratenders.gov.in</a> and <a href="http://arddtripura.nic.in">arddtripura.nic.in</a> ). The stated Tender is in e-Tender mode with built in e-bid and their online evaluation and can only be accesses through <a href="http://tripuratenders.gov.in">http://tripuratenders.gov.in</a>
3.	Date & Time of publishing of Online Tender	<b>14/2/2019, 12.00 Noon</b>
4.	Date & Time of Document Download by the Bidders	<b>14/2/2019, 12.00 Noon</b>
5.	Start Date & Time for Submission of e-Bids	<b>14/2/2019, 12.00 Noon</b>
6.	Last Date & Time for Submission of e-Bids	<b>1/3/2019, 3.00 PM</b>
7.	Start Date & Time for Receipt of Hard Copy of Bid Document	<b>1/3/2019, 4.00 PM</b>
8.	Last Date & Time for Receipt of Hard Copy of Bid Document	<b>2/3/2019 at 4.00 PM</b>
9.	Date & Time of Opening of the Tender	<b>5/3/2019, 10.00 AM</b>
10.	Place of Opening Bids	Directorate of A.R.D.D, Agartala.
11.	BID Validity Period	90 days
12.	Officer inviting Bids	Director of ARDD, Government of Tripura, P.N. Complex, Agartala
13.	Completion period of the Supply	<b>Within 15( FIFTEEN) days of each Supply Order</b>
14.	Estimated cost.	<b>Rs. 3,62,000/- Approx.</b>
14.	EMD	<b>9,100.00 (Rupees Nine thousand One Hundred) only</b> in the shape of Demand Draft or D-Call from any Nationalized or RBI approved any schedule bank of India in favour of the "Director of ARDD, Government of Tripura, P.N. Complex, Agartala" and payable at Agartala.
15.	Contact Person	<b>Dr. Salil Kr. Bhattacharjee Asstt. Director of ARDD(Store), Directorate of ARDD Ph. No.- 0381-2326618/09436129931</b>

**Notes :-** All the above mentioned time are as per clock time of e-Procurement website <https://tripuratenders.gov.in>

**(D.K. Chakma)**  
Director  
Animal Resources Dev. Department  
Government of Tripura

## **DETAILS NOTICE INVITING e-TENDER (DNIT).**

**E-TENDER FOR PROCUREMENT OF STEEL FURNITURE FOR 2(TWO) NOS. VETERINARY DISPENSARY AT BAGMA AND MUNGIKAMI UNDER GOMATI & KHOWAI DISTRICTS RESPECTIVELY IN ANIMAL RESOURCES DEVELOPMENT DEPARTMENT DURING THE YEAR 2018-2019 ."** e- Tender for Steel Furniture is hereby invited on behalf of the Animal Resources Development Department Government of Tripura through website (<https://tripuratenders.gov.in>) by the Director of ARDD, Government of Tripura, Agartala-799005 from the reputed, resourceful, and bonafide authorized local Distributors/Govt. S.S.I Units of steel furniture's for supplying to the 2(two) nos. Veterinary Dispensary namely Bagma under Gomati district & another dispensary is Mungiakami under khowai District in animal resources development Department during the year 2018-2019.

### **TERMS & CONDITIONS**

**1.**

**Tender will be floated in two parts-1) Technical Bid & 2) Financial Bid.** Accordingly, two folders will be created at Bidders login (<https://tripuratenders.gov.in>). Bidder should digitally sign and upload Technical Documents to Technical Folder and Financial Documents to Financial Folder only.

Note: - If the Financial Documents is uploaded in the Technical Folder or vice-versa, the Bids will be rejected. In addition, Technical Documents can also be saved in "My Account/My Document" Folder.

**2.**

Hard Copy of Technical Bid in sealed cover super scribed as "**Technical Bid**" has to be submitted. This sealed envelope should be send through via Speed Post or Courier Service addressed to the Director of ARDD, Government of Tripura, P.N. Complex, Agartala, PIN-799006 before the Bid Opening Date.

**Note:** All the Documents sent via Speed Post or Courier Service should also be uploaded in the Tripura Tender website (<https://tripuratenders.gov.in>). Please also note that, any Financial Bid Documents should not be enclosed in the cover.

The Bidder should put signature in every Tender Documents as a token of Acceptance of the Tender Documents.

The interested Bidders should attend the Bid in 2 parts namely Technical Bid and Financial Bid (BOQ).

**Earnest Money (EM) amounting to Rs.9,100/- (Rupees Nine thousand one hundred) only** in the shape of Demand Draft or D-Call from any Nationalized or RBI approved any schedule bank of india in favour of the "Director of ARDD, Government of Tripura, P.N. Complex, Agartala" and payable at Agartala as mentioned in the Annexure-"A" to be deposited by the concerned Bidder by Speed Post/Courier Service only in sealed envelope to the Tendering Authority. EMD Demand Draft should be valid for 90 days from the day of Contract Award. In case of un-successful Tenderers the Earnest Money deposit (EMD) will be released as soon as possible as per demand of the Bidders. For successful Bidders, the Earnest Money (EMD) will be released as per demand and after submission of Agreement Bond (as furnished by the Department) and Security Money.

Authentic Documentary proof of exemption for non-depositing of Earnest Money/Security Deposit should be submitted along with the Tender by the Central & State Public Sector undertaking. Submission of Finance Department Memo. No. F. 10(19)-FIN (G)/69(P-1), dated, 25/9/1998 will not be treated as Valid Document in support of their claim.

**3.** Tender shall not be accepted from any Bidder who has been blacklisted/banned/debarred either by Tendering Inviting Authority, Government of Tripura or by any other State/Central Government/PSU. A declaration by the Tenderer must be submitted in this regard.

**4. The Supply has to be executed within 15 (fifteen) days from the date of issue of the Supply order.** If the successful Tenderer fails to supply the Hospital Necessities items as per requisition of the department in specified time after issuing of Supply Order or surrendered to supply the same after finalization of Tender rate then his/her/their Security Money will be forfeited and **the said Bidder will be liable to be Black listed** for participating in any kind of Tender floated by this Department for a period of three years or as decided by the Tendering Authority.

**5.** If any prospective Tenderer is a partner of any Firm, each one of the partners must sign Tender, schedule, specification and conditions. If any partner is absent, authorized person may sign the Tender on his behalf. The power of attorney must be attached with the Tender. If any partner is unable to sign, he/ she must affix his/ her thumb impression duly attested by the Notary or Magistrate; seals would not be accepted as signature.

**6.** The Tenders shall have to be typewritten and in case of any overwriting or cutting, correction shall have to be made by crossing out neatly. The name and signature of Bidder's authorized person shall have to be put on each page of the application. All pages of the Tender Document shall be numbered and submitted as a package along with Forwarding Letter on Agency's Letter Pad.

7. The Tenderer himself/herself or Authorized Representative of the Firm should remain present during delivery of the ordered quantity.

8 **5%** only of the supply order value of the item/items is to be deposited by the Successful Tenderer/bidder as Security Money (SM) in the shape of deposit at Call (D-Call) /Bank Draft from any Nationalized or RBI approved Bank in India in favour of the Director, ARDD **within 10 days from the date of issue of the Supply Order**. Security Money Deposit (SMD) of the successful supplier will be released after completion of full & satisfactory supply.

9. G.S.T & other Taxes may be deducted from the Bill as per Govt. rule as applicable. The copy of the GST Registration Certificate and Up to date Sale Tax Clearance certificate are to be submitted.

10. Any enhancement of the rate within the validity period of contract will not be considered except for imposition of any levy or increase in existing levy by the Government. Any undue request may lead to cancellation of the Order.

11. Payment of the successful Tenderer shall be made on bill basis after completion of supply of the item/items as ordered for. No advance payment will be entertained in any circumstances. Procuring Authority will take all possible steps to pay the Bills subject to availability and sanction of the fund.

12. The rates should be quoted both in figures and words only. Uniform price quoted and that should be met F.O.R. in good condition at i.e. D.V.M.S (West) Abhoynagar, Agartala under O/O the DD(West)/DVMS(Gomati) under O/O the DD(Gomati).

13. No. Insurance charge is admissible and the successful Tenderer/Supplier will be responsible for any breakage, damage and loss in transit on the way to destination.

14. In case of any legal dispute the jurisdiction will be the High Court of Tripura, Agartala Bench.

15. The Director of ARDD, Govt. of Tripura reserves the right to accept or reject any/all Tenders without assigning any reason thereof and may accept or reject part of the tender/Tenderers.

16. **A Bank Draft for Rs. 1000/- (Rupees One thousand) only in favour of the Director, ARDD, Government of Tripura, payable at S.B.I, T.L.A. House Branch, Agartala (non-refundable) is to be attached with the Form / Tender Documents(Hard Copies) as the cost of Tender Form.**

17. Item should be supplied as per DNIT If the supplied Item is not as per Specification of the DNIT, the supplied items should be taken back by the supplier in his own cost. The payment/Security Money will be held up till the items are taken back by the concerned Supplier.

18. The Director of ARDD will first evaluate the Technical Bids of the Bidders and the technically qualified Bidders can only participate in the Financial Bids.

19. For Technical evaluation, ARD Department will examine the eligibility of the Bidders as per the Technical Documents uploaded in the Tripura Tenders. Bids of the Bidders, not satisfying the eligibility criteria and any Technical deviation will be rejected.

20. For Financial evaluation, Financial Bids of the technically qualified Bidders shall be evaluated. The Bids, found lacking in strict compliance to the BOQ format shall be rejected straightway. All the Financial Bids shall than be ranked according to the Financial Bid in increasing order with the Bidder quoting the least **amount ranked L- 1** who will be declared as successful Bidder and his Offer will be processed further.

21. Penalty will be imposed for withdrawing of Tender, Revision of rates (for both unit and figure) after dropping of Tender, violation of Terms & Condition, non execution of Agreement in time, delay to execute Supply Order, non execution of Supply Order. The range of penalty includes forfeiture of Earnest Money, Security Money, imposing @ 0.5% on total cost per month.

22. The rates will remain valid up to 31<sup>st</sup> March, 2020 . No interim revision/Enhancement of rates will be entertained except imposition of any levy or increase in existing levy by the Government.

23. A duly signed copy of terms & condition of the tender issued by the Director, Animal Resources Dev. Department, Government of Tripura, P.N. Complex, Agartala to be returned by the tenderers as a token of acceptance of the Departmental terms & conditions.

(D.K. Chakma)  
Director  
Animal Resources Dev. Department  
Government of Tripura

# **PROCEDURE FOR SUBMISSION OF BIDS**

**The Bids shall be submitted in 2(two) parts as follows:-**

## **Part I: - Technical Bid**

List of Documents to be scanned and uploaded in My Documents

**The following documents as per standard format dictated by the Regulatory/Statutory Bodies, shall be scanned, digitally signed and uploaded along with the Bid Document as per requirements-**

<b>Sl. No.</b>	<b>Name of the Documents</b>
1.	The Earnest money (EMD) –Scan and upload the Draft in PDF format(150 dpi)
2.	The Cost of Tender Form –Scan and upload the Draft in PDF format(150 dpi)
3.	PAN Card
4.	GST Registration Certificate
5.	<b>Up to date Professional Tax / Sale tax Clearance Certificate/Document.</b>
6.	Up to date Trade license Certificate of the supplier / Manufacturing Firm.
7.	Tender Document/DNIT which is digitally signed by the Bidder
8.	Detailed Technical Specification for the item to be offered.
9.	Other relevant Documents mentioned in Eligibility Criteria.
10.	All filled in and signed Annexure-I, II, III, IV, V & VI
11.	Manufacturing License & Experience Certificate to be submitted for the same nature of job.

## **Part II: - Financial Bid**

Financial Bid will be considered for evaluation for those Bidders who have cleared the Technical Bid.

BOQ should be downloaded by the Bidder, fill up the same and upload to My Document in Tripura Tenders website.

**Note:** - Bidders should not temper the BOQ else the Bid will be rejected. Total rate should invariably be written in figure. If any bidder is not interested to bid the item of a tender then the corresponding column of the rate quoting sheet (BOQ) should be kept blank / or may write "0" only. Any comments like 'Not quoted', 'Not applicable' etc. should not be written as these will not be accepted by the system. If any discrepancies arise due to wrong quoting of rates suitable penalty for a justified reason will be imposed and deducted from the EMD of the bidder.

### **ELIGIBILITY CRITERIA OF THE BIDDER :-**

- 1) The Bidder should satisfy the Technical Compliance as mentioned in the ANNEXURE-III Technical Specification. Bids failing to satisfy the compliance of the Technical Specification will be rejected.
- 2) The Agency should be registered and should possess necessary license from Statutory Body/ Organization with TAN/PAN and copy of the Registration of Firm.
- 3) A Bidder will not be considered as eligible who has been debarred or blacklisted by any State/Central Government /PSU. A self Declaration must be furnished by the Bidder in support of the same.
- 4) The Agency should possess necessary GST Registration from the competent Authority.
- 5) Attach all Documents (self attested), without which the Bid shall be rejected.**

For each above mentioned document, the Bidders shall scan in 100 dpi resolution into PDF and upload them.

(D.K. Chakma)  
Director  
Animal Resources Dev. Department  
Government of Tripura

# **Annexure-I**

## **TENDER FORM**

To  
The Director,  
Animal Resources Development Dept.,  
Government of Tripura,  
P.N. Complex, Agartala.

**Dear Sir,**

Having examined the tender document, the receipt of which is hereby acknowledged, we, the Undersigned, offer to supply and deliver the goods under the above-named Contract in full conformity with the said tender document and our financial offer in the Price schedule submitted in Envelop No.2 which is made part of this tender.

2. We undertake, if our tender is accepted, to deliver the goods in accordance with the delivery schedule specified in the tender document.

3. If our tender is accepted, we undertake to submit the security deposit in the form, in the amounts, and within the times specified in the tender document.

4. We agree to abide by this tender, for the Tender Validity Period specified in the tender document and it shall remain binding upon us and may be accepted by you at any time before the expiration of that period.

5. Until the formal final Contract is prepared and executed between us , this tender together with your written acceptance of the tender and your Acceptance of Tender shall constitute a binding Contract between us. We understand that you are not bound to accept the lowest or any tender you may receive.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

In the capacity of \_\_\_\_\_

Duly authorized to sign this bid for and on behalf of \_\_\_\_\_

Signature & stamp of Tenderer

**ANNEXURE-II**

**AUTHORIZATION FORMAT**

**(To be furnished with the Technical bid)**

To  
The Director,  
Animal Resources Development Dept.  
Government of Tripura,  
P.N. Complex, Agartala.

**Ref: Tender No. \_\_\_\_\_ **dated** \_\_\_\_\_**

**Dear Sir,**

We, ----- are the  
Resourceful/Registered Dealer/Supplier/Producer/Local Authorized Distributor of -----  
----- (name of item(s)).

1. Messrs ----- (name and address of the agent) is our  
authorized distributor for sale of ----- (name of item(s)).

Yours faithfully,

-----  
-----

(Signature with date, name and designation)

For and on behalf of Messrs -----

(Name & address of the Dealer/Supplier/Producer/Local Authorized Distributor)

Seal:

## ANNEXURE-III

### TECHNICAL SPECIFICATION of the items .

**THE SCHEDULE REFERRED TO THE E-TENDER FOR PROCUREMENT OF STEEL FURNITUR FOR 2(TWO) NOS. VETERINARY DISPENSARY AT BAGMA AND MUNGIAKAMI UNDER GOMATI & KHOWAI DISTRICTS IN ANIMAL RESOURCES DEVELOPMENT DEPARMENT DURING THE YEAR 2018-2019**

Sl. No	Name of the item with technical Specification	Approx. quantity	Earnest money to be deposited (Rs.)
1	.Full secretariat, steel table storage unit size-22" x W.16" x D.30". Size-72" x 42" x 30" Details specification-steel table full secretariat, laminated sheet top three drawers and pull out tray with automatic locking device to the right side and a cupboard with one drawer to the left side(20Gage)	2 nos.	9,100/- (Rupees nine thousand one hundred ) only
2	Office Table .steel table half secretariat with laminated sheet top & with three drawers with automatic locking device the right side. Storage unit size-20"w.14" x d.21" size 48" x 30" x 30" .	10 nos.	
3	Steel tubular resting chair with cushioned seat and back with arm.18 GSM pipe. Standard size.	16 nos.	
4	Steel Almirah. 78" x 36"x18" (STEEL Almirah with four shelves (20g)	6 Nos.	
5	Steel Rack.(Five Shelves Including Top & Bottom) Angle Size 35" X 35" X 5 Mm, Size-72" X 36" X 15"(20g)	10 nos.	
6	Revolving Chair Cushioned Seat And Back .(Standard Size)	2 nos.	
7	Steel Long Bench With Arm Size- 60" X 20"x18" Tubular Structure Made of 1" Dia 16 Gauge M.S. Pipe And Seat Back Will be made of 20 Gauge C.R. Sheet Leg Fitted With Rubber Shoe .	2 nos.	
8	Saline infusion stand without provision of E.I. bowel and tray size 48" x 96"(Adjustable).stand fitted on heavy base made of 35 x 5mm M.S flat bar with 4 rubber castor and height adjustable from 48" to 96" .	4 nos.	
9	Revolving steel stool cushioned seat height adjustable. 18" x 12" x 12"	4 nos.	

(D.K. Chakma)  
Director  
Animal Resources Dev. Department  
Government of Tripura

**ANNEXURE –IV**

**DECLARATION FORM**

I / We .....having my  
/our.....Office  
at.....do declare that I / We have carefully  
read all the terms & conditions of Tender of the Animal Resources Development Deptt., Government  
of Tripura for the supply of..... The approved rate will remain valid for a  
period of one year from the date of approval. I will abide with all the terms & conditions set forth in  
the Tender paper Reference No.....

I/We do hereby declare I/We have not been convicted by any court of Law nor I/We are  
derecognized/black listed by any State Govt. /Union Territory/ Govt. of India/Govt. Organization/  
for supply of Not of Standard Quality (NSQ) items/part-supply/non-supply. I/We agree that the  
Tender Inviting Authority can forfeit the Earnest Money Deposit and or Security Deposit and  
blacklist me/us for a period of 3 years, if any information furnished by us proved to be false at the  
time of inspection/verification and not complying with the Tender Terms & Conditions.

I/We further declare that I/We process valid Authorized Distributor/ Trader License  
bearing..... No. ....Valid up  
to..... I/We.....do  
hereby declare that I / we will supply the ..... as per the Terms, Conditions &  
specifications of the Tender Document.

Signature of the bidder:

Date:

