

**GOVERNMENT OF TRIPURA  
OFFICE OF THE BLOCK DEVELOPMENT OFFICER  
KATHALIA R.D BLOCK.**

**NO.F14(91-A)-BDO/PANCH/TENDER/2024 /13957-62 Date:- 23/02/24**

**NOTICE INVITING QUOTATIONS**

Sealed quotation are hereby invited of the Governor of Tripura from /Agency/Suppliers/Co-Operative Societies and other authorized dealers in prescribed format (**ANNEXURE-A**) for supply of **USHA FOOT Sewing Machine (Champion Sewing Machine (Paddle) along with accessory box, Measurement Tape & Scale, Threader, sewing machine oil )** under **Kathalia R.D Block** during the financial year 2023-24.

The details for the Supply will be available in the website: **sepahijala.nic.in /www.tripura.gov.in/tripuratender.gov.in**. The interested person may drop his quotation in the Tender Box kept in the **Office of the Block Development officer, Kathalia R.D Block, Sonamura, Sepahijala District** along with all requisite papers as per terms and condition from **23.02.2024 to 07.03.2024 (excluding holidays) up to 3.00 PM** and quotation will be opened on the same day at 4.00 PM in presence of the interested quotationers or their representatives who are willing to remain present ,if possible.

**Terms and Conditions**

1. The quotation in sealed envelopes should be dropped subscribed "**QUOTATION FOR SEWING MACHINE**" in the specific tender drop-box kept in the **Office of the Block Development officer, Kathalia R.D Block, Sonamura, Sepahijala District** in all working days during the office hours from **23.02.2024 to 07.03.2024 (excluding holidays) up to 3.00 PM**. The tender box will be opened on the same day at **4.00 PM**, if possible.
2. The quotationers must submit the following documents, without which the quotation will be treated as **INVALID**.
  - i) **Valid tender License Certificate** issued by the component authority.
  - ii) Self Attested **PAN** Card copy.
  - iii) **GST** related documents.
  - iv) Self Attested **AADHAR** card.
3. With regards to Co-Operative Societies, the following documents will be required:
  - i) Valid Societies Registration Certificate .
4. D-Call money/ Demand Draft from any State / National Bank for an amount of Rs:-**10,000/-**(Ten Thousands) only to be deposited along with the quotation in favour of the **Block Development officer, Kathalia R.D Block, Sonamura, Sepahijala District**. Without D-Call/ Demand Draft, the quotations will be treated as **INVALID**.
5. The Suppliers will deliver the items in good condition to the **Office of the Block Development officer, Kathalia R.D Block, Sonamura, Sepahijala District** and obtain receipt.
6. All transportation, labour cost and other incidental charges for delivery to the **Office of the Block Development officer, Kathalia R.D Block, Sonamura, Sepahijala District** will be bear by the suppliers.
7. For maintaining the high quality and standard, a quality inspection will be formed consisting of representatives of Kathalia R.D Block to inspect the quality.
8. The materials shall be supplied as per specifications and supply shall be fully completed within 15 (Fifteen) days from the date of Supply order. If the suppliers fails to Supply the items as per requirement within due time, the security money as deposited in the shape of D-Call will be forfeited.
9. The suppliers will submit bills after supplying as per delivered quantity and the bills should be addressed to the **Block Development officer, Kathalia R.D Block,**

*B. S. S.*

**Sonamura, Sepahijala District** and shall be submitted in triplicate along with challan copy.

10. The rate quotation should be submitted in **Annexure-A(1) & A(2)** both in words and figures and the quoted rate should be inclusive of all taxes and other incidental charges including transportation.

11. GST bills will be submitted by the suppliers.

12. There is no predetermined quantity of required items; however totals cost of the materials charges including transportation.

13. The undersigned reserve the right to accept or reject any quotation or cancel the whole tender process without assigning any reason.

14. Quotation issuing authority reserves the right to accept or reject any quotation including first lowest tender without assigning any reason.

15. Quotation ahs to submit in this office by the bidder or his special messengers directly drop into the Tender Box.

*Block  
23/2/24*

Block Development officer  
Kathalia R.D Block, Sepahijala District

Copt to:-

1. The District Magistrate & Collector, Sepahijala District for Kind information.
2. The Director, Directorate of Information Technology, Govt .of Tripura with a Request for web publication at Tripura Government Website.
3. The Director, ICA Department, Agartala for Kind information.
4. The DIO, NIC, Sepahijala District with a request to display in the District portal and Tender Website.
5. The SDM Sonamura for Kind information with a request to display in the Notice Board.
6. The Panchayat Extention Officer of this block is instructed to arrange for Display in the Notice Board and instruct the Section in- Charge to keep a Quotation Drop Box and register the names and address of the quotatoners While dropping their quotations.

*Block  
23/2/24*

Block Development officer  
Kathalia R.D Block, Sepahijala District



ANNEXURE – A(1).

SL No	Description of Items	Quantity	Cost (including all Taxes and service charge, if any) in Rs.
1.	USHA FOOT Sewing Machine (Champion Sewing Machine (Paddle) along with accessory box, Measurement Tape & Scale, Threader, sewing machine oil )	01 Set	

*Bhatt*  
23/2/24

[Homagni Bhattacharjee]  
Block Development Officer  
Kathalia R.D. Block

ANNEXURE – A(2)

To  
The Block Development Officer  
Kathalia R.D. Block  
Sepahijala Tripura

Reference : Quotation No. \_\_\_\_\_ Dated \_\_\_\_\_

Sir,

With reference to the above, I would like to inform you that I acknowledge your above Quotation. I intend to participate in the Tender for "**Sewing Machine**"

Details of Specification / Rate are furnished below:-

SL No	Description of Items	Quantity	Cost (including all Taxes and charges, if any) in Rs.
1.	<b>USHA FOOT Sewing Machine (Champion Sewing Machine (Paddle) along with accessory box, Measurement Tape &amp; Scale, Threader, sewing machine oil )</b>	01 Set	

If my quotation / offer is accepted, I undertake to complete delivery within stipulated period.

I accept all the instructions, Terms & Condition's of the Tender.

I have submitted **Rs 5000/-** (Rupees Five thousand) only of deposit money.

Dated the \_\_\_\_ day \_\_\_\_ 2022

Yours faithfully

Signature with Seal