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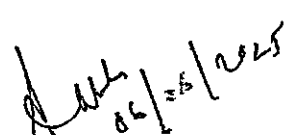
GOVERNMENT OF TRIPURA
OFFICE OF THE SUPDT. OF POLICE (SECURITY)
TRIPURA :: AGARTALA

No.. 44666/F..3(54)/SP(Sec)/Store/ Annual Tender 2025. Dated. 06/06/2025.

TENDER NOTICE

Sealed Tenders are invited by the undersigned on behalf of the Governor of Tripura from the bonafide Suppliers/Manufacturers/Firms for supply of Miscellaneous Stationary Store articles including electrical /electronic goods, Spare parts of Computer/printers, Xerox machine, Internet connection, wooden / masonry items, plumbing articles, sports articles , BD Equipments and Binding etc .for use in the O/O The SP (Security) Unit A.D Nagar Agartala Tripura.

2. A Copy of "Notice Inviting Tender" may be obtained free of cost from the office of the undersigned on any working day during office hours from 09-06-2025 to 13-06-2025. The date & time of closing of the Tender is at 1600 hours on 25-06-2025.


Superintendent of Police (Security)
Tripura, Agartala

GOVERNMENT OF TRIPURA
OFFICE OF THE SUPDT. OF POLICE (SECURITY)
TRIPURA :: AGARTALA

No. 44667/F.3(54)/SP(Sec)/Store/Annual Tender./2025, Dated. 6/06/2025.

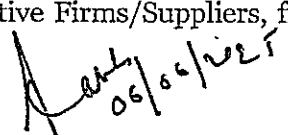
NOTICE INVITING TENDER.

TENDER FOR PURCHASE OF MISCELLANEOUS STATIONARY STORE ARTICLES INCLUDING ELECTRICAL /ELECTRONIC GOODS, SPARE PARTS OF COMPUTER/PRINTERS, XEROX MACHINE, INTERNET CONNECTION, WOODEN / MASONRY ITEMS, PLUMBING ARTICLES, SPORTS ARTICLES, BD EQUIPMENTS AND BINDING ETC. FOR USE IN THE O/O THE SP (SECURITY) UNIT A.D NAGAR AGARTALA TRIPURA FOR THE FINANCIAL YEAR 2025-26.

Sealed 02(two) Bid tenders (Technical bid & Commercial bid) are invited by the undersigned on behalf of the Governor of Tripura from bonafide Suppliers/Firms for Supply of Stationary Store articles including electrical /electronic goods, Spare parts of Computer/printers, Xerox machine, Internet connection, wooden / masonry items, plumbing articles, sports articles, BD Equipments and Binding etc. for use in the O/O The SP (Security) Unit A.D Nagar Agartala Tripura under this establishment for the financial year 2025-26. The Earnest money and necessary documents like ITCC, PTCC, GSTCC, Adhar Card, PAN Card, Registration Certificate of Firm/ Trade license, Bank details & Declaration Certificate etc. are to be submitted along with technical bid.

2. Terms & Conditions alongwith relevant details etc. will be distributed from O/o the SP (Security) Store, A.D. Nagar, Agartala from 09/06/2025 to 13/06/2025 between 10.30hrs to 1400 hrs.

3. The interested bonafied Firms/ Suppliers and Contractors are requested to collect the same against a prayer on the pad or plain paper of the respective Firms/Suppliers, free of cost on the dates and time as noted above.


Superintendent of Police (Security.)
Tripura, Agartala.

TERMS AND CONDITIONS

Terms and conditions for supply of miscellaneous Supply of Stationary Store articles including electrical /electronic goods, Spare parts of Computer/printers , Xerox machine, Internet connection, wooden / masonry items, plumbing articles, sports articles , BD Equipments and Binding etc for use in the O/O The SP (Security) Unit A.D Nagar Agartala Tripura for the financial year 2025-26.

1. ELIGIBILITY CRITERIA:-

The Bidders must fulfill the following preconditions and must also submit documentary evidence in support of fulfillment of these conditions while submitting the Technical Bid:-

The bidders should have Income Tax Clearance Certificate, GST Certificate, Professional Tax Clearance Certificate of current validity, PAN Card, Adhar Card, Bank details Registration Certificate of firm / Trade licence. Self Attested Xerox Copies of all the certificates are to be submitted along with the Technical Bid.

2. DUE DATE AND TIME:-

Sealed tenders should reach the Superintendent of Police (Security), A.D. Nagar Agartala - 799003 on or before **1600 hours on 25.06.2025**. Tenders received after the due date and time or found un-sealed or unaddressed will summarily be rejected.

3. MODE OF SUBMISSION:-

The Tender document in sealed covers can be dropped in the office of the Superintendent of Police (Security), A.D. Nagar, Agartala - 799003 during office working hours **on 25.06.2025 up to 1600 hrs** either by Registered Post / Speed Post / Courier Service or By Hand. Tender received after the due date and time as specified, due to postal delay or any other reason what so ever shall not be entertained.

4. SUBMISSION OF TENDER COVER:-

The Tender schedule contains the following Annexures in addition to the main Tender document.

Annexure-A :- Technical Bid

This should contain the following:-

1. Self Attested Xerox copies of ITCC, GSTC, PTCC, Aadhaar Card & PAN.
2. Earnest money as applicable.
3. General Terms and Conditions signed along with seal in all pages by the Bidder.
4. Declaration form of the bidder duly signed along with seal indicating the group for which the bid is submitted.

Annexure-B :- Commercial Bid

- (a) The Technical Bid should be filled in and should be sealed in a separate cover. The Technical Bid should be super scribed as **"Technical Bid- Envelope A"**. (Stationary Store articles including electrical /electronic goods, Spare parts of Computer/printers, Xerox machine, Internet connection, wooden / masonry items, plumbing articles, sports articles, BD Equipments and Binding etc.)
- (b) The Commercial Bid should be filled in and should be sealed in a separate cover. The Commercial Bid should be super scribed as **"Commercial Bid- Envelope B"**. (Stationary Store articles including electrical /electronic goods, Spare parts of Computer/printers, Xerox machine, Internet connection, wooden / masonry items, plumbing articles, sports articles, BD Equipments and Binding etc.)

THE TECHNICAL BID AND COMMERCIAL BID SHOULD CLEARLY INDICATE THE GROUP FOR WHICH THE BID HAS BEEN SUBMITTED.

- (a) Both the Technical and Commercial Bid should then be put in a single outer cover sealed and super scribed **"(Stationary Store articles including electrical /electronic goods, Spare parts of Computer/printers, Xerox machine, Internet connection, wooden / masonry items, plumbing articles, sports articles, BD Equipments and Binding etc. belonging to O/o the SP (security) Store for the financial year 2025-26"**.

5. EARNEST MONEY DEPOSIT:-

Earnest money for **Rs 10,000/-** respectively are to be deposited in the shape of **"Deposited at Call" or "Demand Draft"** having been issued by a nationalized Bank having Branches at Agartala in favour of the Superintendent of Police(Security), A-D Nagar, Tripura, Agartala, Pin 799003 along with the Tender filing which the tender will summarily be rejected.

6. DETAILS TO BE FURNISHED:-

- (a) All particulars must be furnished as asked for
- (b) The rate should be clearly indicated **both in words and figures**. Whenever there is a discrepancy between words and figures, the rate indicated in words shall apply.
- (c) Scoring or overwriting, if any, should be attested by the Bidders with full signature. The rate quoted by the firm should be kept fixed from the date of acceptance of the tender for Current Financial Year till the date of acceptance of similar tender of the **next year i.e. for 2026-27**.
- (d) Special information as required in the technical bid must be furnished else the bid is liable to be rejected.

7. OPENING TENDER AND EVALUATION THEREOF:-

The tenders received will be opened by the Superintendent of Police (Security), Tripura, Agartala or any other Officer authorized by him on his behalf **at 1630 hours on 25.06.2025** in the presence of those Bidders or their representatives with a letter of authority who prefer to attend the tender opening.

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The Technical Bid will be evaluated and the list of technically qualified bidders will be prepared by Superintendent of Police (Security), Tripura, Agartala. The technically qualified Bidders alone will be informed of the date of opening of the Commercial Bid. The commercial bids of technically qualified bidders will alone be opened and evaluated.

The decision of Superintendent of Police (Security), Tripura, Agartala shall be final in this regard.

8. IMPLEMENTATION SCHEDULE:-

SL. NO.	DESCRIPTION	Time allowed for delivery of materials *	Place of delivery of materials
1.	Misc Store articles ,spare parts of computer, printer, Xerox machine ,B.D Equipment ,Internet accessories ,Binding, plumbing items and masonry etc.	3 days	Security Unit Store

* Time allowed for delivery of materials shall be counted from the next day after the dispatch date of the Supply/ Work order.

The delivery of all the materials shall be done within the timeframe as mentioned against each item and the mentioning items should be delivered in the Security Unit Store.

9. SUBLETTING ETC:- The successful bidder shall not assign or make over the contract the benefit or burden thereof to any other person or persons or body corporate. No under letting or subletting to any persons or body corporate for the execution of the contract or any other part thereof is permitted, without the written consent of Superintendent of Police (Security), Tripura, Agartala.

10. PENALTY DUE TO NON-FULFILLMENT OF SUPPLY WITHIN THE STIPULATED TIMEFRAME:-

If a supplier is not able to supply the materials within the stipulated timeframe, the same shall be intimated to this office in writing in a form to be provided by this office & the Supply Order shall be issued to the 2nd lowest Bidder and the difference of cost shall be recovered from the 1st bidder. THIS DIFFERENCE OF COST SHALL BE DEDUCTED FROM THE EARNST MONEY DEPOSIT OF THE BIDDER.

11. QUALITY OF MATERIALS:-

Misc store articles or goods to be supplied should preferably be of best quality and of reputed brands.

12. GENERAL:-

- (a) The undersigned reserves the right to reject or accept any tender including the lowest one without assigning any reason whatsoever.
- (b) The Bidder has to submit an undertaking in the prescribed format in the Technical Bid that he accepts all the condition of technical and commercial bids and shall abide by the same in full.
- (c) Tenders with incomplete information are liable for rejection.
- (d) For store articles, the bidder has to submit samples, wherever asked for.
- (e) If any supplier mentions that materials as asked for in the Supply Order are NOT AVAILABLE, the same Supply Order shall be issued to the 2nd lowest Bidder on price of 1st Bidder, and the difference of cost shall be recovered from the 1st lowest bidder.
- (f) If any information given by the Supplier is found to be false/fictitious, the Supplier will be debarred for 3 years from participating in any tenders under the establishment of Superintendent of Police (Security), Tripura, Agartala.
- (g) The final acceptance of the tender would be entirely vested with Superintendent of Police (Security), Tripura, Agartala who reserves the right to accept or reject any tender without assigning any reason whatsoever. There is no obligation on the part of Superintendent of Police (Security), Tripura, Agartala to communicate in any way with the rejected Bidders. After acceptance of the tender by Superintendent of Police (Security), Tripura, Agartala, the Bidder shall have no right to withdraw his tender or claim higher price.
- (h) The Bidder should inform the undersigned whether he will supply materials/articles at the accepted rates of other firms. His reply should reach to the undersigned within 15 days from the date of acceptance of rates.
- (i) No correspondence whatsoever shall be entertained from the Supplier/Firm regarding penal recovery (ies) from Earnest Money Deposited or other bills, if imposed.
- (j) Bills should be addressed to Superintendent of Police (Security), Tripura, Agartala and should be submitted to the office of the undersigned, A.D. Nagar, Agartala in triplicate along with the related Challan for Payment.
- (k) ALL RATES QUOTED SHOULD BE INCLUDING ALL TAXES. NO OTHER TAXES SHALL BE CHARGED/CLAIMED FOR EXTRA.
- (l) PARTIES SHALL BE SELECTED SEPARATELY FOR EACH ITEM ON THE BASIS OF THE LOWEST RATE AND OTHER VALID CONSIDERATION.

Amit 02/02/2025
Superintendent of Police (Security),
Tripura, Agartala.