

No. F. 1(150)/TIT/TEQIP-II/NC/2017/ 6075-6078  
Government of Tripura,  
Tripura Institute of Technology,  
Narsingarh, Tripura (west)

Dated : 17/02/2017

**NOTICE INVITING QUOTATION**

Separate Sealed quotations in plain paper are hereby invited on behalf of the Governor of Tripura for supplying of the followings from the authorized suppliers having appropriate Trade license upto 03:00 PM of 04 / 03/2017. The details of bid documents along with Terms & conditions may be seen in the office of the undersigned during office hours w.e.f 18/02/2017 to 2:00 PM of 04/03/2017 or may be down loaded from the website [www.titagartala.nic.in](http://www.titagartala.nic.in) / [www.titagartala.ac.in](http://www.titagartala.ac.in) .Bids will be open on the same day at 03:30 PM publically in the office of the undersigned.

Sl No.	Name of supply/ Work	Date & Time for submission of Quotation	Time for completion (Days)
1	Supplying of food for conference Lunch & Dinner etc.to be held in Agartala and Tripura Institute of Technology Narsingarh, Tripura west in the month of March 2017.	04/03/2017 upto 3:00PM <del>DELETED</del>	2 days <del>DELETED</del>
2	Supplying of food for seminar/workshop/ staff development program to be held in Tripura Institute of Technology, Narsingarh in March 2017.	04/03/2017 upto 3:00PM.	25 days
3	Supplying of Backpack bag <del>DELETED</del> for National Conference.	04/03/2017 upto 3:00PM <del>DELETED</del>	3 days <del>DELETED</del>

*A. K. Das Chaudhuri*  
17/02/17

(A. K. Das Chaudhuri)  
Principal (I/C) & Head of TEQIP-II  
Tripura Institute of Technology,  
Narsingarh, 799009

Copy to:-

1. The Director, Education (Higher) Department, Govt. of Tripura for favour of kind information please. The same notice is also sent to three different local newspapers for immediate publication.
2. Sri Rajesh Bhattacharjee, Joint Director, Education (Higher) Department, with a request to arrange uploading the said Notice Inviting Tender to the Government website [www.tenders.gov.in](http://www.tenders.gov.in) on 17/02/2017 after 5:00 PM .
3. Sri Gaurab Bhattacharjee, Assistant Professor (CSE ), for uploading the said Notice Inviting Quotation to the Institute website [www.titagartala.nic.in](http://www.titagartala.nic.in) and [www.titagartala.ac.in](http://www.titagartala.ac.in) on 17/02/2017 after 5:00 PM positively.
4. Notice Boards, TIT, Narsingarh.

*A. K. Das Chaudhuri*  
17/02/17

(A. K. Das Chaudhuri)  
Principal (I/C) & Head of TEQIP-II  
Tripura Institute of Technology,  
Narsingarh, 799009



Dated : 17/02/2017

**QUOTATION**

**Quotation for Supplying of food for seminar/workshop/ staff development program to be held in Tripura Institute of Technology, Narsingarh in March 2017.**

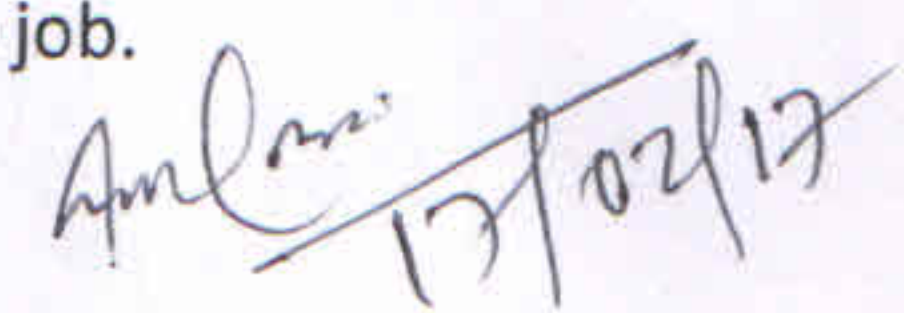
Sealed quotation in plain paper are hereby invited on behalf of the Governor of Tripura for supplying of the followings from the authorized suppliers having appropriate Trade license upto 03:00 PM of 04 / 03/2017. The details of items including Terms & conditions are given below

Sl No.	Name of supply/ Work	Date & Time for submission of Quotation	Time for completion (Days)
1	Supplying of food for seminar/workshop/ staff development program to be held in Tripura Institute of Technology, Narsingarh in March 2017.	04/03/2017 upto 3:00PM.	25 days

**Terms & conditions :**

1. The successful bidder is to arrange for supply of good Quality food which is fresh , hygienic & testy and having valid Trade license unless which bid will not be accepted .
2. One bidder can submit only one quotation for a particular supply / work.
3. The bidder is to submit bid **in their letter Head as per given format ( Annexure -I) .**
4. All corrections must be initialed.
5. Quotations shall remain valid for a period not less than 30 (thirty) days.
6. The bid will be evaluated taking all the items together.
7. The food arrangement to be done for the different program to be conducted in the month of March 2017 to be held in Tripura Institute of Technology , Narsingarh , Tripura west .
8. The bidders are advised to submit bid after actual visit of program sites & to clear doubts if any , from the office of the undersigned .
9. The undersigned is not bound to accept the lowest bid and reserve right to accept or reject any Quotation or cancel the entire bidding process without assigning any reason.
10. Applicable taxes will be deducted from the bill.
11. Bid will be open publically & interested bidders may present at the time of opening who wish to remain present.
12. The undersigned also reserves right to cancel the supply order if the service is found unsatisfactory.
13. The quantity of any item may decrease / increase as per requirement which would be intimated to the successful agency in time to the agency and would be recorded jointly for payment. The bidder should keep close liaison to the officer – in -charge of the committee of this program.
14. Payment will be made within ten days after successful completion of the job.

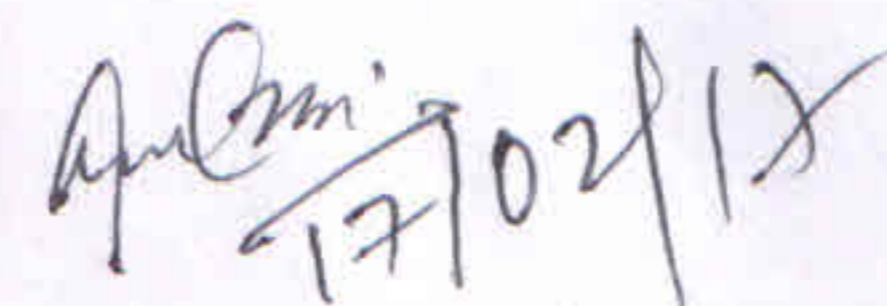
Signature of the Bidder

  
(A. K. Das Chaudhuri)  
Principal (I/C) & Head of TEQIP-II  
Tripura Institute of Technology,  
Narsingarh, 799009



15. The bidder is to make such arrangements in the conference premises to collect & clear debris for disposable type water bottles, glasses, cups, plates etc. at their own cost and risk during the entire session for two days.
16. All the pages of the bid / quotation including all supporting documents **must be signed (TO PUT FULL NAME) & stamped** by the bidder without which bid **will be rejected**.
17. The bidders must submit Attested copies (**by Notary**) of following documents. If required the successful bidder may have to present the originals for verification.
  - i) PAN card.
  - ii) Trade license including all statutory & VAT documents for execution of such job.
  - iii) Experience certificate, if any.

Signature of the Bidder



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Annexure -I

FORMAT FOR QUOTATION SUBMISSION.

(The bidders may print the followings in their letter head for submission of quotation)

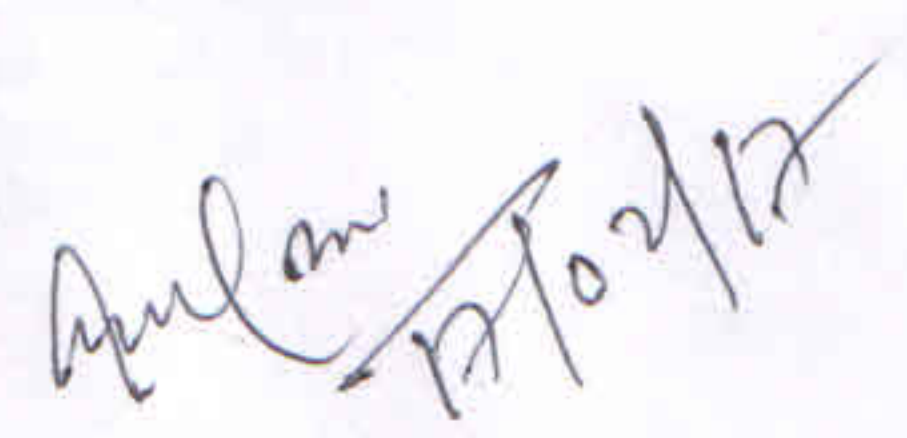
**Name of supply :** Supplying of food for seminar / workshop / staff development program to be held in Tripura Institute of Technology, Narsingarh in March 2017.

Item no.	Item name & Description	Quantity	Unit	Rate (both in figure & words) In Indian Rupees	VAT/Taxes In Indian Rupees	Amount (In Indian Rupees)
1.	Arrangement of Lunch in Tripura Institute of Technology , Narsingarh , Tripura west : Supplying & serving of food like steamed Rice , Veg fry/ pakora , Dal ,Vegetable salad, Matar Paneer /Mixed veg.curry , Fish (katla) curry about 70 gm a piece / chicken curry, chatni , curd. <b>Note : The meals is to be served in good quality porcelain dishes, spoons etc. along with mineral water in disposable glasses as required.</b> <b>Buffet arrangement is to be made suitably.</b>	750	persons			
2.	Arrangement of Hot Tea / coffee with salted biscuits: Supplying / serving Hot Tea or coffee at Tripura Institute of Technology , Narsingarh , Tripura west along with salted biscuits as per requirement. The rate should be offered including salted biscuits etc. complete. <b>Arrangement is to be made by the agency within the venue suitably under their supervision. Drinking water arrangements in general are also to be done which is inclusive in this part &amp; no extra will be paid for.</b>	1500	Cups of standard size			
3.	Supplying of sealed Mineral water (Bisleri, Kinley or equivalent quality) in bottle of capacity 500 ML.	750	Nos.			

Gross total cost including taxes = Rs. -----.

We agree to execute the supply / job as per specifications & directions for a total price of Rs. -----  
----- ( amount in figures) ( Rupees -----  
amount in words)within the time frame given in the Quotation.

Signature of the Bidder

  
(A. K. Das Chaudhuri)  
Principal (I/C) & Head of TEQIP-II  
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