

GOVERNMENT OF TRIPURA  
OFFICE OF THE SUB-DIVISIONAL MAGISTRATE  
DHARMANAGAR , NORTH TRIPURA

No.F.1(6)/SDM/N/DMN/Acctts./2018

Dated, Dharmanagar,  
The 2022

**SHORT NOTICE INVITING TENDER**

Notice inviting Tender in sealed cover is hereby invited from the interested bonafied distributor/ agent/Co-op.society for **supply of printers and office furniture** for use of office purpose. The interested bidder shall quote rate as per format given below. The tender/quotation will be dropped into the tender box from 10.30 A.M to 5.30 P.M in all the working days **w.e.f. 04.01.2022 to 11.01.2022** and tender will be opened on 11.01.2022 at 6:30 p.m, if possible. The tender box is kept in the chamber of undersigned. The specification of the computers are as follows:-

Name of the item	Name of the brand	Quantity	Specification
Printer	HP lesser MFP M128 FW	3	A4 Black and White Laser Printer, Print, copy, scan,Print
Chair	Godrej	2	Godrej 7-B
Online UPS	APC	3	1 KVA

**TERMS & CONDITIONS**

1. The rate should be typed and quoted both in figure and words. It should be quoted in Indian currency.The base value and GST will be mentioned in the tender.
2. The rate should be submitted in sealed cover duly superscript as '**QUOTATION FOR PROCUREMENT OF PRINTER AND OFFICE FURNITURE**' to the O/o the SDM, Dharmanagar.North Tripura,
3. The payment will be made after the satisfactory supply of the items as per the specification detailed in the tender.The vehicle should be in good running condition and of the latest model.
4. The tender received after the aforesaid date & time shall be rejected. The undersigned will not responsible for any postal delay.
5. The following self attested documents with current validity should be submitted along with the tender:- i) PAN No. ii) Trade license. iii) GST certificate. vi) Details regarding similar assignment done in the past/participation in such tender inquiry (if any). v) Product catalogue /information brochure.
6. Authentic documentary proof of exemption from Earnest Money.
7. The item should be supplied with in 15 (fifteen) days from the date of issue of the supply order.
8. The tenderers should sign on all the tender documents.
9. In case of failure to supply the ordered items in full within the stipulated period, the earnest money shall be forfeited without further correspondence. The Govt. will not consider any

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enhancement of rate within the validity period of contract except imposition of any levy or increase in existing levy.

10. The legal jurisdiction is restricted to the District Magistrate & Collector, North Tripura, Dharmanagar.
11. The quality, guarantee period /for the goods should be clearly mentioned. The successful bidder shall have to install the item at the delivery point for which no changes shall be claimed. After acceptance of rate, if any bidder refuses to carry out the terms & conditions of the tender/ not interested to do the work his /her security money will be forfeited.
12. Quotations should be supported by the relevant valid GSTIN certificate/documents of the vehicle etc.
13. Quotationers or their representative may remain present at the time of opening of tenders/quotations.
14. GST & Income Tax as per rate will be deducted from as applicable.
15. The undersigned reserved the right to accept or reject any or all quotations including the lowest rate holder without assigning any reason.
16. The quotation is to be submitted along D-call money of Rs.2000/- (Rupees Two thousand) only as E.M.D in favor of Sub-Divisional Magistrate, Dharmanagar payable at any nationalized bank.
17. The items will be procured as per requirement.

  
Sub-Divisional Magistrate  
Dharmanagar, North Tripura

Copy to:-

1. The District Magistrate & Collector, North Tripura, Dharmanagar for kind information.
2. C.E.O, Dharmanagar, Municipal Council, Dharmanagar for kind information.
3. DIA, North Tripura for information with request to upload the NIT to the district portal.

  
Sub-Divisional Magistrate  
Dharmanagar, North Tripura