

TRIPURA TRIBAL AREAS AUTONOMOUS DISTRICT COUNCIL
OFFICE OF THE PRINCIPAL OFFICER (ICA&T),
COUNCIL SECRETARIAT BUILDING
TTAADC, KHUMULWNG

No.F.2 (7)/ADC/P.O/ICA&T/2015/P-IV/...../ 450-53...../

Dated, Khumulwng
The 14/12/2020.


TENDER NOTICE

Sealed tenders in plain paper are invited on behalf of TTAADC from the Indian bonafied registered Calendar suppliers/dealers/manufacturers for offering rate within **21/12/2020 up to 4.00 P.M** for purchase of **WALL CALENDAR-2021** through registered post/Speed post/Currier Service only. The terms & conditions may see in the office of the undersigned or ttaadc website www.ttaadc.gov.in

Details breakup is noted below:-

Sl. No	Type of Calendar-2021	Quality & Specification	Size	Quantity
1.	Wall Calendar with glossy paper-2021.	Glossy paper of 130 GSM contain 6 sheets back to back with spiral mounting.	16" x 22"	2000


Total Amount	Earnest Money (2%)	Date of supply of Calendars	Last Date & Time of receiving tender	Time & Date of opening tender	Place of receipt of tender document	Remarks
Rs.1,71,600/-	Rs.3,432/-	7 days after issued supply order	21/12/2020 up to 2.00 P.M	22/12/2020 at 2.00 P.M.	O/o the PO (ICA&T), TTAADC.	


Principal Officer (ICAT)
TTAADC, Khumulwng.

TERMS AND CONDITIONS


- The following certificate have to be submitted along with tender form duly attested by the Gazetted Officer.
 - Copy of Permanent Account Number (PAN) card issued by the Income Tax Department, Government of India.
 - Valid trade licences.
 - Copy of the GST registration certificate.
 - Copy clearance of GST.
 - Copy of Professional Tax clearance Certificate.
- Earnest money of Rs.3,432/- (Rupees Three thousand four hundred & thirty two) only in the form of Deposit-at call in favour of the Principal Officer (ICA&T), TTAADC in TGB/TSCB Bank or commercial Bank/National Bank in any branch of Tripura (which will be refundable in case of unsuccessful tendered) should be enclosed with the tender.
- The wall calendars should be made with glossy paper of 130 GSM containing 6 sheets back to back printing with spiral mounting size 16"x 22" (front size cover to be fixed extra one colour CTP print Map litho paper.
- The multi-colour pictures for Wall Calendar shall be provided by us.
- The sample will be available in the office of the undersigned also. The tender may be dropped in the office of the Principal Officer (ICA&T), TTAADC, Khumulwng. The intending tenderers may see/verify the Calendar during the office hours in between 11.00 A.M to 4.00 P.M on all working days after publication of notice inviting tender in the news paper. The Calendar should be supplied as same as the sample.
- The rate should be quoted as per Specified quality/model inclusive of all taxes, carrying, loading and unloading charges at the point of delivery.
- The quantity of calendar may be increased or decreased. The goods shall have to be delivered to the office of the Principal Officer (ICA&T), TTAADC, Khumulwng.
- In no circumstances, the quality of wall calendar shall be compromised and below standard wall calendar beyond specification shall not be accepted.

9. The last date of receipt of tender is 21/12/2020 up to 4.00 PM by the registered post/courier service/Speed post only. Received beyond scheduled time shall not be accepted. The undersigned shall not be responsible for any postal delay.
10. The intending participants who will submit their tender forms to the office of the P.O (ICAT) TTAADC, they will address as to the Principal Officer (ICA&T), TTAADC, Khumulwng thereon to be super scribed "Tender for Calender-2021".
11. The terms & conditions may be obtained from the office of the undersigned by 15/12/2020 in between 11.00 A.M to 4.00 P.M in all working days w.e.f the publishing of tender in news paper or it may be seen/obtained from the TTAADC websites www.ttaadc.gov.in.
12. The supply of Calendars shall have to be made within 7(seven) days from the issue of supply order. If necessary, the supplier will have to submit company certificate.
13. The earnest money shall be forfeited if the successful tenderer fails to deliver the good (Calendars) as per rate quoted by him. In other words, the earnest money shall be forfeited if the successful tenderer surrenders the tender rate quoted by him.
14. No advance payment of supply order shall be entertained.
15. The admissible tax at source shall be deducted from the total amount of bill as per GST norms will have be followed.
16. The undersigned reserve the right to take any decision even to reject the lowest tender/quotation without assigning any reason which will be binding & final.
17. The sealed tenders will be opened on 22nd December-2020 at 2.00 PM in the office Chamber of the undersigned on receipt of tendered forms from all concerned offices.
- 18.. Performance security money @5% of the total value of materials for which supply order will be issued shall have to be deposited before issue of supply order by the tenderer whose rate is approved in favour of the Principal Officer (ICA&T), TTAADC, Khumulwng in account payee Draft /Fixed deposit in TGB/TSCB/Commercial/National Bank. After submission of the security money, the earnest money so deposited at the time of submission of tender would be released.
19. If the 1st lowest/communicated tendered fails to execute the work as per supply order and terms & conditions, performance security money would be forfeited.


Principal Officer (ICAT)
TTAADC, Khumulwng.

Copy to:-

1. The PS to the CEO, TTAADC, Khumulwng for kind information of the CEO.
2. The Addl.CEO, TTAADC (**IT CELL IN-CHARGE**) for kind information with request to upload the tender in the TTAADC website www.ttaadc.gov.in
3. The PS to the Dy. CEO-I, TTAADC, Khumulwng for kind information of the Dy.CEO-I.
4. The Addl. Principal Officer (ICA&T), TTAADC, Khumulwng for information.
5. The Office Superintendent of this office for information.
6. Notice Board of this office.


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