

**GOVERNMENT OF TRIPURA
OFFICE OF THE MISSION DIRECTOR
TRIPURA URBAN LIVELIHOODS MISSION(TULM)
NEAR BHOLAGIRI ASHRAM: AGARTALA : TRIPURA(W)**

No.F.20(1)NULM/TULM/TENDER/2022/3329-3332

Dt:30/08/2022.

PRESS NOTICE INVITING QUOTATIONS

Sealed quotations are hereby invited from interested Suppliers for 'Supply of Printing & Binding of 250 nos. of Registers (as per format) , 100 Ball Pens and 100 Notepad Dairies' Items for the Office of TULM. Quotations will be received in the SMMU, TULM.

The prescribed formats (Annexure A & E and detailed 'Terms & Conditions') for submission of the quotation can be obtained from the Tender-Cell , office of TULM / can be downloaded from <https://tulum.tripura.gov.in> after the publication of this Advertisement (Press Notice).

Quotation submission start date from **1st September 2022 - 12th September 2022** at 10: 00 am to 05:30pm on all working days. Sealed Quotation can be dropped in Tender Box in the Office of TULM .

Quotation received after said date & time will be rejected without any explanation. Decision of the authority in TULM, Urban Development Department will be final in any set of circumstances related to the said work.

**Sd/
(Dr. Vishal Kumar ,IAS).
State Mission Director ,DAY-NULM(TULM)**

Government of Tripura
State Mission Management Unit
Tripura Urban Livelihoods Mission
Urban Development Department

F. No. 20(1)-NULM/TULM/TENDER/2022/3329-3332 Dated, Agartala 30.1.22

Notice Inviting Quotation

Sealed quotations are hereby invited from interested Suppliers for 'Supply of Printing & Binding of 250 nos. of Registers (as per format) , 100 Ball Pens and 100 Notepad Dairies' Items for the Office of TULM. Quotations will be received in the SMMU, TULM from 01/09/22 to 12/09/22 in the office of the Tripura Urban Livelihoods Mission (TULM), Gurkhabosti, Agartala and to be opened on 13/09/22 at 11:30am in presence of bidders, if possible.

Terms & conditions are given below:

1. An earnest money amounting to ₹5,000/- (Rupees Five thousand) only in the form of Deposit at call or Draft drawn in favour of "Tripura Urban Livelihoods Mission" payable at Agartala from any Nationalized Bank/Tripura Gramin Bank/ Tripura State Co-operative bank shall be submitted along with the sealed quotation. The said earnest money will be converted to security money for successful bidder who would be offered the work. For others the earnest money would be refunded after issuing of Supply Order to the seletec(L1) bidder .
2. The Registers, Pens and Dairies items supplied by the selected Supplier should be in good quality & of branded company.
3. The rate quoted by the selected Supplier for the Registers, Pen and Dairy items are valid upto 24 months since the date of issue. However, period of validity of the rate and the work order may be extended further with consent from both the parties, provided the service during the period of work order is satisfactory.
4. No additional claim will be accepted.
5. If the Registers, Pens and Dairies items are not found satisfactory, service will be discontinued accordingly.
6. Payment will be made on bill submission & satisfactory certificate.
7. In case of withdrawal of the service, 1 (one) month notice is to be given from either.
11. Applicable taxes shall be recovered from the bill.
12. Rate should be quoted both in digits and words without any Over Writing .
13. No quotation would be entertained if it does not reach this office within the stipulated date and time.
14. The undersigned reserves the right to accept or reject any quotation including the lowest one without assigning any reason therefore.
15. All disputes lie within the jurisdiction of Agartala only.

Requirements of valid documents.

- i) GST Certificate of Supplier/ Firm/Organization.
- ii) Trade License of the Supplier/ Firm/Organization
- iii) PAN Card of Supplier.
- iv) Experience details of last two financial years for working in Government Department /Offices (copy of work order are to be enclosed).

V. s L D
30/8/22
(Dr. Vishal Kumar, IAS)
Mission Director

Tripura Urban Livelihoods Mission

Copy to:

1. The Addl. Mission Director, TULM for information please.
2. The Director, Directorate of Information & Technology with a request to arrange display the notice in the website of Tripura State Portal (tripura.gov.in) and Tripura Urban Livelihoods Mission (tulm.tripura.gov.in).
3. The Director, Department of ICA for information. He is requested to arrange for publication of the said notice in 3(three) leading local daily newspaper.
4. Notice Board, SMMU. TULM, Agartala.

TECHNICAL BID

To,
The Mission Director
Tripura Urban Livelihoods Mission (TULM)
Gurkhabosti, Agartala

Subject :- 'Supply of Printing & Binding of 250 nos. of Registers (as per format) , 100 Pens and 100 Notepad Dairies' for the Office of the SMMU. Tripura Urban Livelihoods Mission (TULM)-calling of quotations.

Sir,

I/we intend to submit the quotation on the subject captioned above and hereby consent to agree/accept all the terms and conditions stipulated in the SMMU, TULM tender No....., dated the, we hereby offer the following rates for the item mentioned in the above mentioned tender of your Department.

Sl. No	information sought	To be filled by Supplier/ Firm/Organization
01	Name of the firm	
02	Registered address of the firm	
03	Email id of the firm if any	
04	Name of contact person of the firm and his mobile number	
05	EMD Details (Amount, Name of Bank & Branch, DD date and No.)	
06	Experience details of last two financial years for working in Government Department /Offices (copy of work order are to be enclosed).	
07	The details of registration(s): (i) Service Tax/(GST) (ii) PAN (iii) Trade License	

2. I/we hereby undertake that documents and genuine/authentic and nothing material has been concealed and that I/we are not blacklisted/debarred by any Government organization and competent to contract. I/we understand that the contract (if awarded to us) is liable to be cancelled, if found to be having obtained, through fraudulent means/concealment of information.

(Signature of Authorized Signatory)
Name of the Bidder:
Complete Address:
Contact Nos.:

FINANCIAL BID

To,
The Mission Director
Tripura Urban Livelihoods Mission (TULM)
Gurkhabosti, Agartala

Subject 'Supply of Printing & Binding of 250 nos. of Registers (as per format) , 100 Pens and 100 Notepad Dairies' for the Office of the SMMU, Tripura Urban Livelihoods Mission (TULM)-calling of quotations.

Sir,

I/we intend to submit the quotation on the subject captioned above and hereby consent to agree/accept all the terms and conditions stipulated in the SMMU, TULM tender No....., dated the, we hereby offer the following rates for the item mentioned in the above mentioned tender of your Department.

Sl. No	Description of items	Register Format	Quantity	Pages	Rate (In Rs.) (In words & figures)
01	Movement Register (Rexine Binding)	Annexure- A	50	400 pages	
02	Daily task performance register (Rexine Binding)	Annexure- B	50	400 pages	
03	Monthly reporting format (Rexine Binding)	Annexure-C	50	400 pages	
04	Insurance register (Rexine Binding)	Annexure-D	50	400 pages	
05	FLC register (Rexine Binding)	Annexure-E	50	400 pages	
06	Notepad Diary Note Book		100	200 pages	
07	Montex /Goldex /Cello Ball Pen (Blue)		100		

2. I/we hereby undertake that documents and genuine/authentic and nothing material has been concealed and that I/we are not debarred by any Government organization and competent to contract. I/we understand that the contract is liable to be cancelled, if found to be having obtained, through fraudulent means/concealment of information.

(Signature of Authorized Signatory)

Name of the Bidder:

Complete Address:

Contact Nos.:

Movement Register of the CRP(Bank Sakhi)

Name of CRP (Bank Sakhi):-

Name of the ALF:-

Name of the ULB:-

Name of Bank with Branch names:-

For the month of:-

Date	Time of Journey	Returning Time	Place Visit	Purpose of Visit	*Authenticated by

*President/ Secretary of the ALF will authenticate the CRP(Bank Sakhi) attendance with signature and seal.

Daily task performance registers

(To be maintained day wise)

Name of CRP (Bank Sakhi):-

Name of the ALF:-

Name of the ULB:-

Name of Bank with Branch names:-

Date	Details of Task performed

Authenticate by President/Secretary
(ALF)

Verified By Branch Manager

Monthly Reporting Format/Register

Name of CRP(Bank Sakhi):-

Name of the ALF:-

Name of the ULB:-

Name of Bank with Branch names:-

For the month of:-

SL. No.	Particular of Task	Target	Achievement	Achievement (%)	Remarks
1	SHG individual member Bank Account Opening under PMJDY				
2	Sanction & Disbursement of SHG Loan				
3	Process for Interest Subvention				
4	On Timely repayment (Closure) of Loan				
5	Organizing Banker Meeting with SHG/ALF/CLF				
6	Individual Insurance & Pension (PMJJBY/PMSBY/APY/Health Insurance Etc.) of linkage of SHG members and their family members				
7	Organizing Financial Literacy Camps with SHG/ALF/CLF				
8	Change in Signatory authority of SHG/ALF/CLF				
9	Claim Settlement for the Insurance of SHG members and their family members under (PMJJBY/PMSBY)				
10	Travelling Allowance (Field level work)				

Signature of CRP(Bank Sakhi)

Approved by Branch Manager

Insurance Register
(To be maintained SHG wise)

Name of SHG:-

Name of ALF:-

Name of ULB with ward no:-

Name of Bank:-

Name of Branch:-

Account no:-

Name of the Members	Date for enrolment of PMJJBY	Date for enrolment of PMSBY	Date for enrolment of Health/Medical Insurance	Date for enrolment of APY	Date for enrolment of NPS	Auto renewal(Y/N)	Any Claim

Signature of CRP(Bank Sakhi)

Verified By Branch Manager

FLC Register

No. of Ward:-

Name of ULBs:-

Date of FLC:-

Name and signature of Participants

<u>Name</u>	<u>Signature</u>	<u>Registered for PMJJBY, PMSBY, PMAPY, Health Insurance , Loan, Individual Bank AC</u>

Signature of CRP(Bank Sakhi)

Verified By Branch Manager