

Government of Tripura
State Mission Management Unit
Tripura Rural Livelihood Mission
Rural Development Department
Agartala, Tripura (West)

No. F. 5(30)-RD (TRLM)/2023/ 8552-55

Dated, Agartala-12/09/2024

NOTICE INVITING QUOTATION (NIQ)

Sealed quotations are hereby invited from the Bonafide and resourceful Self Help Group (SHG)/ Village Organization (VO)/ Cluster Level Federations (CLFs) with minimum 1(one) year old, registered under TRLM for supplying and serving of homemade cooked food like Tiffin, Lunch, Dinner and package drinking water to the office of the Chief Executive officer, TRLM, Gurkhabasti, Agartala, who will arrange mandated activities within geographical boundaries of Tripura. The items included in tender documents shall be provided by selected SHG/VO/CLFs for residential/ Non-residential training, meeting, workshop, orientation programmes, briefing, debriefing sessions etc. Quotation will be received in the office of the Chief Executive Officer, SMMU, TRLM till **31st October/2024** upto 3.00 PM and to be opened on the same day in presence of bidders, if possible. A format is enclosed herewith for submitting quotation (**Annexure-I**).

General Terms & Conditions:

1. An earnest money amounting to ₹ 10,000/- (Rupees ten thousand) only in the form of Deposit at call or Draft drawn in favour of **“Tripura Rural Livelihood Mission Society”** 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 and shall be released after the contract period. For others the earnest money would be refunded.
2. SHGs who are graded as category “A” SHG based on their internal lending, maintainance of Books of records etc. shall only be eligible for getting the work defined in this tender documents.
3. The contract will be valid for 1 (one) year initially, which may be extended upto 3 (three) year on the basis of satisfactory completion of the initial work period.
4. Quality and Quantity aspects of all cooked food must be strictly adhered to. If any genuine complaint is received for quality/quantity etc. from any corners, the undersigned reserved the right to take strict action against the concerned bidder
5. The bidders should submit all the below mentioned documents :
 - i) Registration certificate of the SHG issued by Block Mission Manager
 - ii) GST registration may submit after the selection of the SHG/ VO/CLFs.
 - iii) PAN Card
 - iv) If GST, PAN is not available, then the selected SHG, VO, CLF has to submit the same within 2 months after receiving the work order.
 - v) Copy of grading sheet certified by the Block Mission Coordinator.
6. All the raw materials should be fresh and without pest, cooked food must be fresh, hygienic, hot palatable within the rate quoted by the party.
7. Cooked food items must be supplied as per choice of the undersigned and by changing of menu (within the accepted price) basis.

Cont. to page-2

8. The cooked food items must be served on the dining table/ self-serve system/ packing in silver foil box as per the requirement of the concerned official/ undersigned. No additional cost will be sanctioned for this packaging.
9. At every dining hall, caterer should provide at least 3 (three) waiters for serving the food items. No separate charges shall be quoted for the service.
10. Utensils for cooking, serving of food (like Dish/ glass for drinking water/bati/spoon etc.), have to be arranged in sufficient numbers by the contractors at his own cost.
11. The delivery of the food is to be made to the place / Location which will be mentioned in supply order, at their own cost.
12. Request for change the rate of any item during the whole contract period will not be entertained.
13. The SHG who stand L2 & L3 in financial bid will also get the opportunity to deliver food, if they provide the item at L1 bidder rate. In that case, 3 SHG will be empanelled for the delivery of the food item. Food supply order will be issued to SHG as per the requirement of TRLM.
14. Bill may be raised in duplicate to the undersigned for arranging payment after completion of the supply of the items.
15. Competent authority of TRLM reserves the right to accept or reject the lowest or any other quotation without assigning any reason and to distribute the entire supply order to more than one bidder.
16. If the selected party fails to supply and serve Tiffin, Drinking water, Lunch, Dinner as per demand of the undersigned in-time vide Annexure- I, the authority may cancel the agreement and may forfeit the EMD amount fully.
17. Quality and Quantity aspects of all cooked food must be strictly adhered to. If any genuine complaint is received for quality/quantity etc. from any corners, the undersigned may take strict action on the concerned bidder.
18. The undersigned reserves the right to terminate the contract within the period of agreement by giving 15 (fifteen) days prior notice without assigning any reason.
19. No advance will be given to the bidder in this regard.
20. The actual quantity of supply of food items may vary from the tentative quantity. Payment shall be made as per the actual quantity supplied.
21. Rate should be quoted both in digits and words.
22. Applicable tax shall be recovered from the bill.
23. All disputes lie within the jurisdiction of Agartala only.

Signed by

Ajit Sukladas

Date: 11-09-2024 18:36:14

(Ajit Sukladas, TCS, SSG)

Chief Executive Officer

Tripura Rural Livelihood Mission

Copy to:

1. The Director, Directorate of Information & Technology with a request to arrange display the notice in the website of Tripura State Portal (tripura.gov.in)
2. The Director, Department of ICA for information. He is also requested to arrange for publication of the said notice in 3(three) leading local daily newspaper.
3. The PM (MIS) for information and to publish the same in Rural Development Department website (rural.tripura.gov.in) and Tripura Rural Livelihood Mission (trlm.tripura.gov.in).
4. Notice Board, SMMU, TRLM.

Statement showing the details of menu of food & package drinking water to be supply by the contractor/vendor after finalization of tender:

| | | | * to be fill by the bidder | |
|----------------------------------|--------------------------------|---|--|--|
| Sl. No. | Particulars of food | Minimum Qnty. of food to be supply after cook / plate | The rates within 10 KM radius of SMMU, TRLM (In ₹) | The rates for remaining areas outside of 10 KM radius from SMMU, TRLM (In ₹) |
| 1. Chicken (poultry) meal | | | | |
| i) | Fresh hot/warm Rice | Boiled as per required | | |
| ii) | Dal (Musur) | 150 ml | | |
| iii) | Pokora/Beguni/Kumri | 2 pieces. | | |
| iv) | Seasonal vegetable (Mixed Veg) | 150 gm. | | |
| v) | Salad (Minimum 2 items) | 50 gm. | | |
| vi) | Chicken-poultry | 200 gm. | | |
| 2. Fish meal | | | | |
| i) | Fresh hot/warm Rice | Boiled as per required | | |
| ii) | Dal (Musur) | 150 ml. | | |
| iii) | Pokora/Beguni/Kumri | 2 pieces. | | |
| iv) | Seasonal vegetable (Mixed Veg) | 150 gm. | | |
| v) | Salad (Minimum 2 items) | 50 gm. | | |
| vi) | Fish (Local fish Katal/Carp) | 75 gm. | | |
| 3. Veg meal | | | | |
| i) | Fresh hot/warm Rice | Boiled as per required | | |
| ii) | Dal (Musur) | 150 ml. | | |
| iii) | Pokora/Beguni/Kumri | 2 pieces. | | |
| iv) | Seasonal vegetable (Mixed Veg) | 200 gm. | | |
| v) | Salad (Minimum 2 item) | 50 gm. | | |
| 4. Egg meal | | | | |
| i) | Fresh hot/warm Rice | Boiled as per required | | |
| ii) | Dal (Musur) | 150 ml. | | |
| iii) | Pokora/Beguni/Kumri | 2 pieces | | |
| iv) | Seasonal vegetable (Mixed Veg) | 150 gm. | | |
| v) | Salad (Minimum 2 item) | 50 gm. | | |
| vi) | Egg (Boiled) | 1 pieces | | |
| 5. Special Meal | | | | |

| | | | | |
|-------------------------------|--|------------------------|--|--|
| i) | Fresh hot/warm Rice (Laxmi Bhog) | Boiled as per required | | |
| ii) | Dal (Moong/Musur) | 150 ml | | |
| iii) | Pokora/Beguni/Kumri | 2 pieces | | |
| iv) | Seasonal vegetable (Mixed Veg) | 150 gm. | | |
| v) | Papad (Medium size branded) | 1 piece. | | |
| vi) | Salad (Minimum 4 items) | 50 gm. | | |
| vii) | Mutton | 200 gm. | | |
| viii) | Chutney (Mixed fruit with kajubadam) | 150 ml | | |
| ix) | Big Rosgolla | 1 piece | | |
| Special Tiffin | | | | |
| 1. Breakfast | | | | |
| i) | Atta Roti/Puri (50gm each) | 3 Pieces | | |
| ii) | Sabji (Choley/Dam Alu/Mixed veg) | 150 gm. | | |
| iii) | Boiled Egg (Poultry) | 1 Nos. | | |
| iv) | Banana (Sabri) | 2 Nos. | | |
| v) | Tea/Coffee (80 ml) | 1 Cup | | |
| vi) | Biscuits (Digestive/Bakery) | 2 Piece | | |
| 2. Morning Refreshment | | | | |
| i) | Tea/Coffee (80 ml) | 1 Cup | | |
| ii) | Biscuits (Digestive/Bakery) | 2 Pieces | | |
| iii) | Samosa (2 pieces)/ Egg patties (1 piece) | 1 Piece | | |
| 3. Evening snacks | | | | |
| i) | Samosa (2 pieces)/ Egg patties (1 piece) | 1 No. | | |
| ii) | Barfi/Rasgolla | 1 No. | | |
| ii) | Tea/Coffee (80 ml) | 1 Cup | | |
| iii) | Biscuits (Digestive/Bakery) | 2 Nos. | | |
| General Tiffin | | | | |
| 1. Breakfast | | | | |
| i) | Atta Roti/Puri (50gm each) | 3 Pieces | | |
| ii) | Sabji (Choley/Dam Alu/Mixed veg) | 150 gm. | | |
| iii) | Tea/Coffee (80 ml) | 1 Cup | | |
| iv) | Biscuits (Britania/Biskfarm) | 3 Piece | | |
| 2. Morning Refreshment | | | | |
| i) | Tea/Coffee (80 ml) | 1 Cup | | |
| ii) | Biscuits (Britania/Biskfarm) | 3 Pieces | | |
| 3. Evening snacks | | | | |
| i) | Samosa (2 pieces)/ Egg patties (1 piece) | 1 No. | | |
| ii) | Rosgolla | 1 No. | | |
| iii) | Tea/Coffee (80 ml) | 1 Cup | | |
| iv) | Biscuits (Britania/Biskfarm) | 3 Pieces | | |

| Drinking water | | | | |
|-----------------------|---|------------|--|--|
| i) | Packaged Drinking Water with minerals (20 Liters Jar) | Per Jar | | |
| ii) | Packaged Drinking Water with minerals (500 ml Bottle) | Per bottle | | |
| iii) | Packaged Drinking Water with minerals (1 Ltr. Bottle) | Per bottle | | |
| iv) | Packaged Drinking Water with minerals (2 Ltr. Bottle) | Per bottle | | |

Note: i) Fresh Green Salad and Pickle must be provided along with every Lunch and Dinner.

ii) Rate excluded GST & other Taxes.

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