



Government of Tripura
Office of the Block Mission Manager
Block Mission Management Unit
Tripura Rural Livelihood Mission
Mandwi R.D. Block, West Tripura

No. F. 35(24)/BMMU/MDI/TRLM/TENDER/2025-26/386-96

Dated: 18/07/2025

Short Notice Inviting Quotation

Invites sealed rate Quotation in the plain paper from the interested registered merchant/Co-operative societies/Lamps/Agency/Govt Supplier for supply of the followings fixed assets (Furniture & Electronics) for official uses under BMMU-Mandwi R.D. Block, TRLM. The Sealed Quotation should reach to the office undersigned latest by 28/07/2025 @3.00pm. The required specification is mentioned below:


Sl No.	Article Name	Brand	Description	Rate Per Unit (Including All Taxes & Other Charges)
1.	Half Secretariat/ Office Table with Storage (i.e T8 etc.)	popular brand or equivalent	Material : wooden & Mild Steel, Table top material partial board Dimension W x H x D 119.9x75x59cm (approx. or bigger) 3 drawers of the storage unit	
2.	Low back Executive Revolving chair		Mesh chair with PP arms, Gas Lift (adjustable seat height), Push back revolving with mesh back, cushion seat. Black colour (preference). Weight capacity 105kg *Warranty minimum 12 months	
3.	Visitor Chair		Motion Chair comes with EasyFlex Sled Based visitor Chair Contoured Backrest, capacity 105kg Thick Foam Ergonomic Seat with Armrest	
4.	Plastic Chair		Material: Plastic Product Dimensions: 15D x 10W x 5H Cm Back Style: Solid Back Shape : L, Capacity Standard Armless	
5.	Plain Steel Almirah		Material : Steel, rectangular shape, 2 no. of doors cabinet, minimum 4 shelving unit. No mirror, Colour grey, High precision key lock, Height above 6ft. (or approx.) Dimension W x H x D 916x1981x486mm (or approx.) Load capacity 200kg, free standing, pre-assembled. *Warranty minimum 12 months	
6.	Plastic Dining Table		Material : Plastic with smooth polished finish color Seating Capacity : 4 Dimension W x H x D 115x73x74cm (or approx.) Load capacity 150kg, free standing, *Warranty minimum 12 months	
7.	Steel Rack (Book Shelf)		Material : Steel 6ft. (or approx.) with 5 shelves Load capacity per shelf 50kg, free standing, pre-assembled. *Warranty minimum 12 months	

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8.	Computer Scanner	Function : Scan (Document, PDF, Photo) (Color and B/W) Supports paper Size : A4 & Legal Scanning resolution min. 2400dpi O/S support windows 10 or more Connectivity : Wired *Warranty minimum 12 months	
9.	Laserjet Multifunction Printer	Function: Print scan and copy Paper trays: Min 2, Print Speed: upto 35cpm Connectivity: Wireless (Wi-Fi, Bluetooth) Ethernet, USB Duplex Printing: Automatic (default) Maximum copies at a time: upto 999 copies Memory: Min 512 MB Maximum sheets input capacity: upto 999 (with optional tray) *Warranty minimum 12 months	

Terms and condition:

1. The quality of articles should be in good condition. The quotation shall submit their Govt. Registration related papers of their organizations, GST registration and some latest return copies, and earlier supplies experience certificate if any.
2. An earnest money (EMD) amounting to **Rs.2,000/- (Rupees Two Thousand)** only in the form of Deposit at call or Draft drawn in Cavour of "BDO Mandwi RD Block" payable at Mandwi from any Nationalized Bank/Tripura Gramin Bank/Tripura State Cooperative Bank/Private Bank shall be submitted along with the sealed quotation. The said earnest money will be converted to security money for successful bidders who would be offered the work and will be refunded only after successful execution of the Supply. For others earnest money shall be refunded.
3. The admission GST and IT etc. as per Tripura Govt. rules will be deducted by this bill statement.
4. The quotation should duly sign in the quotation paper, any over writing or erasing in the quotation paper will be treated as cancelled.
5. The undersigned reserved the right to accept or reject any quotation fully or partially including the lower one without assigning any reason.
6. The Articles should be delivered to the O/o the BMM(BDO), BMMU-Mandwi, TRLM in good condition with Triplicate challan and if any disputes is found during supply, the supplier need to replace immediately.
7. The undersigned will not entertain any request to change the rate of any item during the FY. 2025-26.
8. No advance will be given to the bidder in this regard.
9. Bill may be raised to the undersigned for arranging payment after completion of satisfactory supply.
10. Above NIT may be cancelled any time with or without giving prior notice by the undersigned.
11. Supply Order May be placed as per the availability of fund as norm of TRLM.
12. The supplier should arrange installation and fitting & fixing of the finished articles.
13. The Rate should include supply of articles as per specifications including transportation cost, service charge and taxes etc. for supply of articles to Block HQ.
14. The Quotation will be dropped from 21/07/2025 to 28/07/2025 (time 10.00am to 3.00pm) and opened on 28/07/2025 @3.00pm in presence of all the bidder who are present during opening of tender box.


Block Mission Manager (BDO)
 Block Mission Management Unit, TRLM
 Mandwi R.D Block
 West Tripura


Copy to:

1. The CEO, TRLM, R.D. Department, Govt. of Tripura for kind information.

2. The DMM (DM&C), DMMU-West Tripura for kind information.
3. The director I.C.A Dept. Gandhighat, Agartala, Tripura for kind information with request to kindly arrange to publish it in three local daily newspaper.
4. The Superintendent of Agriculture, Mandwi, West Tripura for information.
5. The Superintendent of PWD (DWS), Mandwi, West Tripura for information.
6. The Junior Engineer (JE)/TA, Mandwi R.D Block, for information.
7. The DIO, O/o the DM & Collector, West Tripura District request to upload in official website of West Tripura District.
8. The PM MIS, TRLM request to upload in official website of TRLM and RD Department, Govt. of Tripura the same Short Notice Inviting Quotation.
9. The In-Charge BMC, BMMU-Mandwi, TRLM, West Tripura for information.
10. The Notice Board O/o the BDO, Mandwi R.D. Block.

Copy also forwarded to:

1. The BAC Chairman, Mandwi R.D. Block for kind information.


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