

Government of Tripura
District Mission Management Unit
Tripura Rural Livelihood Mission
Rural Development Department
South Tripura, Belonia

Dated, Belonia-~~30th~~^{30th} Oct/2025

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) 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 District Mission Manager(DM & Collector , District Mission Management Unit, TRLM, South Tripura, Belonia who will arrange mandated activities within geographical boundaries of South 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 District Mission Manager (DM & Collector), DMMU, TRLM on **17/11/2025** up to 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 Term & Conditions:

1. An earnest money amounting to Rs.10,000/- (Rupees ten thousand) only in the form of Deposit as D-call or Demand Draft in favour of "District Mission Manager, South Tripura" payable at any Nationalized Bank/ Tripura Garmin Bank shall be submitted along with the sealed quotation and also up-to-date Tax Clearance Certificate, photocopy of PAN/ TAN card should be submitted by the tenderers, failing which the tender shall be treated as invalid and rejected. 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. As per letter vide No.2(20)-RD(TRLM)/Non-farm/2019/10398-404,19319 issued by CEO, TRLM, the preference should be given to the willing SHG members for supplying food at the time of organizing program at different level. Thus, SHGs who are graded as category "A" SHG based on their internal lending, maintained 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 of concern Blocks.

6. All the raw materials should be fresh and without pest, no stale food, 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.
8. The cooked food items must be served on the dining table/ self-serve system/ packing in silver foil/ laminated paper 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 arrange 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 South Tripura only.

(Muhammad Sajad P., IAS)

District Mission Manager

(DM & Collector)

District Mission Management Unit

Tripura Rural Livelihood Mission

South Tripura, Belonia

Copy to:

1. The Addl. DMM (ADM & Collector), DMMU, TRLM, South Tripura for information.
2. The Director, Directorate of Information & Technology with a request to arrange display the notice on the website of Tripura State Portal (tripura.gov.in)
3. 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.
4. The BMM (BDO), BMMU, TRLM, Jolaibari, Satchand, Hrishyamukh, Poanbari, Rupaichari, Bokafa, R D Block for information and instructed to display in the notice board of your office.
5. 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).
6. The Nazir , DMMU, South Tripura for information and instructed to display in the Notice Board of this office.

Signed by Muhammad Sajad
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Date: 30-10-2025 17:40:31

ANNEXURE-I

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 DMMU South Tripura, TRLM (In ₹)	The rates for remaining areas outside of 10 KM radius from DMMU South Tripura, 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 piece		

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: Fresh Green Salad, green chili and Pickle must be provided along with every lunch and Dinner.