



**GOVERNMENT OF TRIPURA
DIRECTORATE OF KOKBOROK & OTHER MINORITY LANGUAGES
SHIKSHA BHAVAN, OFFICE LANE, AGARTALA.**

Detailed Notice Inviting Open-Tender (DNIT) from the reputed and registered vendor for Repairing Work of Washroom cum toilet of the Director of the Directorate of Kokborok & OML.

The tender details is available from page no – 2 to 7.

Director
Kokborok & Other Minority Languages
Government of Tripura
Email Id: dkmltripura@gmail.com
Contact No: 0381-2323



GOVERNMENT OF TRIPURA
DIRECTORATE OF KOKBOROK & OTHER MINORITY LANGUAGES
SHIKSHA BHAVAN, OFFICE LANE, AGARTALA

DETAILED NOTICE INVITING TENDER

Directorate of **Kokborok & Other Minority Languages**, Government of Tripura invites Open Tenders from the Bonafide vendors for **Repairing Work of Washroom cum toilet of the Director** of the Directorate of Kokborok & Other Minority Languages. The interested bidders are requested to quote their rate for supply of the above mentioned as per details below:-

<u>Notice Inviting Tender</u>				
Directorate of Kokborok & Other Minority Languages , Government of Tripura invites Open Tenders from the Bonafide vendors for Repairing Work of Washroom cum toilet of the Director . The interested bidders are requested to quote their rate as per details below:				
Scope of work in brief	EMD	Contract Period	Period of Collecting Bidding Documents	Date of Submission of Tender
Repairing & Renovation of Washroom cum toilet	Rs. 5,000/- (refundable)	15 days from the date of Award of Contract (AoC)	(*from the office of the Directorate of Kokborok & OML, Shiksha Bhavan, Office Lane) Time: 11:00 AM to 3:00 PM on all working days from 19-03-25 to 24-03-25 (on all working days)	(*at the office of the Directorate of Kokborok & OML, Shiksha Bhavan, Office Lane) From 19-03-25 11:00 AM (*on all working days) To 24-03-25 at 3:30 PM

Detailed tender notice, schedules and tender documents can be obtained from the office of The Directorate of Kokborok & Other Minority Languages, Shiksha Bhavan, Office Lane, Agartala from **19-03-25 to 24-03-25 at 11:00 AM to 3:30 PM** on all working days. The details tender notice will be available at the Directorate's Website <https://kokborokoml.tripura.gov.in/>

The interested bidders are requested to go through the instructions/terms & conditions/critical dates/eligibility criteria noted in the DNIT minutely.

Eligible bidders shall participate in bidding by following the due process as mentioned in the DNIT.

All future Addendum/Corrigendum pertaining to this tender, if issued, shall be made available in the Directorate of Kokborok & OML office's Notice Board & also in the Directorate's Website <https://kokborokoml.tripura.gov.in/>

Director
 Kokborok & Other Minority Languages
 Government of Tripura.
 Education Deptt. (School)

CRITICAL DATES IN CONNECTION WITH BID FOR THE WORK

1	Tender Inviting Authority	Director, Kokborok & Other Minority Languages
2	Scope of work	Repairing & Renovation of Washroom cum toilet
3	Tender Reference ID	NO.F.2(32)- KBK&OML/2016(Part-3) Dated the _____ 2025
4	Period of Collecting of Bidding Documents	19-03-25 to 24-03-25 at 11:00 AM to 3:30 PM (*on all working days)
5	Seek clarification start date	19.03.2025 at 12.00 Noon
6	Seek clarification end date	21.03.2025 at 12.00 Noon
7	Clarification/Corrigendum to be published	21.3.2025 1:30 PM onwards
8	Last Date of submission of Tender (both technical & financial)	24.03.2025 at 3:30 PM
9	Estimated Value	Quoted value should not be more than Rs. 1,69,000/-
10	Tender Fee	Rs.500/-
11	Earnest Money Deposit (EMD)	Rs.5,000/-
12	Time and Date of Opening of Technical Bid(s)	24.03.2025 at 4.00 PM
13	Time and Date of Opening of Financial Bid(s)	24.03.2025 at 5.00 PM
14	Place of Opening of Technical and Financial Proposal	Directorate of Kokborok & Other Minority Languages, Shiksha Bhavan, Office Lane, Agartala, Pin- 799001
15	Contract Period	i. For the Financial Year 2024-25. ii. 15 days from the date of Award of Contract (AoC) / Work Order

- NB: The dates stipulated in the bid notice are firm and under any circumstances, they will not be relaxed unless officially extended.
- The estimated value is as per technical sanction prepared by the **Government Registered Engineer Grade -II, AMC Building, Agartala.**

TECHNICAL SPECIFICATION

A. Specification of the item (to be printed):

1. Item: - Repairing & Renovation of Washroom cum toilet

2. Specification of Work:

1. Other Necessary Specifications:

- i. Estimated Cost - Quoted value should not be more than **Rs.1,69,000/-**
- i. Tender Fee - **Rs.500/-**
- ii. Earnest Money Deposit (EMD) - **Rs.5,000/-**

Providing and fixing white vitreous china extended wall mounting water closet of size 780x370 x690 mm of approved shape including providing & fixing white vitreous china cistern with dual flush fitting, of flushing capacity 3 litre (adjustable to 4 litre/ 8 litres), including seat cover and cistern fittings, nuts bolts and gasket etc complete.
Providing and fixing mirror of superior glass (of approved quality) and of required shape and size with plastic moulded frame of approved make and shade with 6mm thick hard board rectangular shape 453x357 mm
Providing and fixing P.V.C. waste pipe for sink or wash basin including P.V.C. waste fittings complete. 40 mm dia
Providing and fixing 1 st quality ceramic glazed wall tiles conforming to IS:15622(thickness to be specified by the manufacturer) of approved make in all colours, shades of any size as approved by Engineer-in-charge in skirting, risers of steps and dados over 12 mm thick bed of cement mortar 1: 3 (1 cement: 3 fine sand) joined with ordinary cement slurry including pointing with White cement mixed with pigment of matching shade complete.
Providing and applying plaster of paris putty of 2 mm thickness over plastered surface to prepare the surface even and smooth complete.
Wall painting with plastic emulsion paint (two or more coats) of required colour of approved brand and manufacture on new work to give an even shade.

TERMS & CONDITIONS:

1. The bidder shall possess a registered office in India. (Copy of valid Certificate of Registration to be submitted)
2. The bidder must have done such kind supply works. (Copies of Work Order to be enclosed)
3. Should not hold any sanction/black- listing by any PSU/State or Central Government organization persisting on the last due date of receipt of tender. Self-declaration Certificate. Any wrong declaration in this regard which comes to notice at a later date will disqualify them and the bids so received will be rejected.
4. Bidder should have a valid PAN card. (Copy of PAN Card to be submitted).
5. Bidder should have a valid GSTN (Copy of GST Registration letter/certificate).
6. Bidder should accept all the terms and conditions as per DNIT. Signed copy of DNIT
7. The bidder must have filed its Income Tax Returns for the last 2(two) Financial Years. Copy of Income Tax Returns for the last 2(two) Financial Years to be submitted.
8. The bidder must have the following Eligibility Criteria and enclose the mentioned documentary proof in Technical Bid, failing which the bid shall not be considered for evaluation and will be summarily rejected.
9. Once the bidder / supplier has submitted the Tender, it will be presumed that the bidder has read, understood & excepted all the terms & conditions stated in the short notice inviting quotation & agrees to comply with the same.

10. Once the bidder / supplier shall be liable to comply with all the statutory requirements / norms issued by the Directorate of Kokborok & OML from time to time.
11. Quoted rate shall be inclusive of all charges / taxes / levies / transportation charges etc. including GST or other government taxes which if applicable will be paid as per prevailing rates. No extra charges shall be paid under any circumstances apart from the quoted rates.
12. The filled Tender must be submitted to this office by the time and date specified in the tender from outlined in the tender schedule. Any tender received after the scheduled date & time will be automatically rejected.
13. The Tender incomplete in any form will be rejected outrightly.
14. Any form of canvassing by the Bidder with any officials shall render the tender liable to be rejected.
15. The contract is non-transferrable in fully or partially to any third party or parties.
16. Failing to completion of the tasks in due date & time will lead to termination of the whole contract.

PENALTY: After selection of the bidder / supplier the supplier shall have to honor / comply the supply order within the stipulated date & time period. In case of non-compliance of the order, either in quality or in quantity or shape & size, a proportionate amount shall be deducted as penalty from the bills or from the security deposit.

• **METHODOLOGY:**

Repairing & Renovation of Washroom cum toilet

SCHEDULE FOR COMPLETION OF THE WORK:

The bidder should deliver the materials to this Directorate in their own cost. Supply of sub-standard materials, which do not satisfy the undersigned shall be rejected forth with and the bidder concerned shall have to replace such materials within a specified period positively.

• **DELIVERY ADDRESS:**

The successful bidder have to deliver the materials to the office of the Directorate of Kokborok & Other Minority Languages, Shiksha Bhavan, Office Lane, Agartala - 799001.

• **AVAILABILITY OF TENDER DOCUMENTS:**

o Tender can be obtained from the office of The Directorate of Kokborok & Other Minority Languages, Shiksha Bhavan, Office Lane, Agartala from 11:00 AM to 3:30 PM on all working days from **19-03-2025 to 24-03-2025**.

o All future Addendum/Corrigendum pertaining to this tender, if issued, shall be made available in the Directorate of Kokborok & OML office's Notice Board & also in the Directorate's Website <https://kokborokoml.tripura.gov.in/> .

o The interested bidders are requested to go through the instructions/terms & conditions/critical dates/eligibility criteria noted in the DNIT minutely. DNIT has to be submitted after signing (ink sign) each page of the document as a part of technical bid and as a proof of acceptance of all terms condition in the DNIT.

• **TERMS OF PAYMENT:**

- o The payment will be made only after submitting the final Bill in triplicate along with original receipt duly signed by the recipient of the concerned Directorate indicating the specification of the product supplied.
- o No claim for interest in case of delayed payment will be entertained by the Directorate of The Director, Kokborok & Other Minority Languages, Education Department (School), Government of Tripura.
- o No advance payment shall be made including payments of handling charges/service charges/GST charges etc. under any circumstances to the bidder.
- o All remittance charges will be borne by the bidder.
- o In case the bidder fails to execute the contract, Directorate of Kokborok & Other Minority Languages, Education Department (School), Government of Tripura, shall have liberty to get it done through any other agency with full cost recoverable from the bidder in addition to damages and penalty.
- o Amount payable to the Service Provider as stated in the Contract shall remain non- negotiable and fixed during the tenure of the Contract. The prices quoted shall not be conditional /optional.
- o The bill in triplicate may be sent to Directorate of Kokborok & Other Minority Languages, Education Department (School), Government of Tripura, for settlement after submitting the final bill.

- **TAX DEDUCTION AT SOURCE:**
 - All Central/State Govt. /Local Body Levies as applicable from time to time shall be deducted at source from the payment to the Supplier/ Bidder as per the respective law in force at the time of execution of contract. Directorate of Kokborok & Other Minority Languages, Education Department (School), Government of Tripura, shall deduct at source taxes/duties under any other law/statute as may be applicable at the time of making payments. The supplier shall furnish to the purchaser registration No. under works tax and PAN card (for TDS), as applicable.
 - If any rates of Tax are increased or decreased, a new Tax is introduced, an existing Tax is abolished, or any change in interpretation or application of any Tax occurs in the course of the performance of Contract, which was or will be assessed on the Bidder or its employees in connection with performance of the Contract, an adjustment as per the terms of this DNIT shall be applicable and Contract Price shall be made to take into account any such change in such manner as prescribed herein the DNIT.
- **RATES/ PRICES:**
 - The rates quoted shall remain firm during the period of contract.
 - The rates shall be quoted by the bidder entirely in Indian Rupees.
 - The prices quoted should be inclusive of all taxes (as per prevailing tax rates).
- **BID LANGUAGE:**

Bid and all accompanying documents to be submitted by the bidder shall be in English
- **SUBMISSION OF BID:**
 - Bidders are allowed to bid during the above-mentioned period & until the time of Bid Closing.
 - Directorate of Kokborok & Other Minority Languages, Government of Tripura reserves the right to extend the date and time of receipt of Bids by issuing Corrigendum in which case all rights and obligation of the Directorate of Kokborok & Other Minority Languages Department, Government of Tripura and Bidders will remain same as previously.
- **COST OF BIDDING:**

The bidder shall bear all costs associated with the preparation and submission of the bid.
- **CONTRACT PERIOD:**
 - During the Financial Year 2024-25
 - The contract is to commence from the date of Award of Contract / Work Order to the Supplier and shall continue for 15 (fifteen) days from the date of Award of Contract / Work Order, unless it is curtailed or terminated by Directorate of Kokborok & Other Minority Languages Department, Government of Tripura.
- **TENDER FEE AND EARNEST MONEY DEPOSIT (EMD):**
 - The Tender Fee and EMD are to be paid to through **DEMAND DRAFT** to the office of the Directorate of Kokborok & OML. The Tender fee and EMD is to be paid to the following account of the Directorate- **“THE DDO, DIRECTORATE OF KOKBOROK & OML”**
 - EMD shall be forfeited if the bidder withdraws his bid during the period of tender validity.
 - The EMD should remain valid for a period of 45 days beyond the final bid validity period.
 - EMD of the bidders will be returned to them at the earliest.
 - No interest will be paid to the bidders on EMD submitted.
- **RATES/ PRICES:**
 - The rates quoted shall remain firm during the period of contract.
 - The rates shall be quoted by the bidder entirely in Indian Rupees.
 - The prices quoted should be inclusive of all taxes (as per prevailing tax rates).
- **CONFLICT OF INTEREST:**

A bidder shall not have conflict of interest with other bidders. The bidder found to have a conflict of interest shall be disqualified.
- **DOCUMENTS TO BE SUBMITTED:**

Tenders are to be submitted in two separate Envelopes, one in ‘Technical Proposal (Cover-I)’ & the other is ‘Financial Proposal (Cover-II)’ before the prescribed date & time. Both Technical Proposal and Financial Proposal will be submitted concurrently.
- **FOLLOWING DOCUMENTS TO BE SUBMITTED IN THE ‘TECHNICAL PROPOSAL (COVER-I) IN A SEALED ENVELOPE:**
 - Incorporation / Registration Certificate / authorized letter issued by the Head of the Organization and copy of valid empanelment certificate from Agency.

- Copy of work Completion Certificates / Sanction Orders of the Government Departments/Government Organizations.
- Signed and Stamped Copy of this DNIT as token of acceptance of all the terms & condition of the entire tender document.
- Copy of PAN Card and GST registration letter and copies of Income Tax Return of last three years in a single file.
- Self-declaration Certificate on not holding any sanction/black- listing by any PSU/State or Central Government organization persisting on the last due date of receipt of tender. Any wrong declaration in this regard which comes to notice at a later date will disqualify them and the bids so received will be rejected.

- **'FINANCIAL PROPOSAL (COVER-II)' SHOULD BE SUBMITTED AS PER THE FOLLOWING FORMAT IN A SEALED ENVELOPE:**

Tender Inviting Authority: Directorate of Kokborok & Other Minority Languages		
Repairing and Renovation Work of Washroom of the Director		
NO.F2(32)- KBK&OML/2016 (Part-3)	Dated, the	2025

Name of the Bidder/ Bidding Firm/ Company			
<u>Bidders should Bid in the Following Format only:</u>			
Sl. No.	Item Description	Quantity	Unit
1.	Repairing and Renovation Work of Washroom of the Director	01	Nos.
Total in Figure			
Quoted Rate in words			
Sign & stamp of the Bidder			

17. **Bid Opening Details:**

Time and Date of Opening of Technical Bid(s)	24.03.2025 at 4.00 PM
Time and Date of Opening of Financial Bid(s)	24.03.2025 at 5.00 PM
Place of Opening of Technical and Financial Proposal	Directorate of Kokborok & Other Minority Languages, Shiksha Bhavan, Office Lane, Agartala, Pin- 799001