



GOVERNMENT OF TRIPURA  
HEALTH AND FAMILY WELFARE DEPARTMENT  
OFFICE OF THE MEDICAL SUPERINTENDENT & HEAD OF DEPARTMENT  
A.G.M.C & G.B.P. HOSPITAL AGARTALA

No. F. 2(492)-MED/GEN/RGC (NPHCE)/2017/(Sub-D)/30709-13

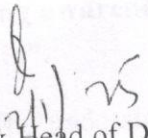
Dated, Agartala, the ..... 06/01/25 .....

**Short Notice Inviting Quotation**

Short Notice Inviting Quotation in plain paper is hereby invited for **“Procurement of General items of IEC Materials for creating awareness under the Department of Geriatric Medicine, AGMC & GBP Hospital, Agartala”**. Subject to certain terms & conditions vide file no. F. 2(492)-MED/GEN/RGC (NPHCE)/2017/ (Sub-D).

Last date of submission of offer to the Medical Superintendent & Head of Department, Agartala Government Medical College & G.B. P. Hospital, Agartala on or before 4.00 pm of 21/01/2025 by **Speed post /courier/registered post only**.

The Terms & conditions for the same may be collected free of cost from office of the Nodal Officer, RGC, A.G.M.C. Agartala prior to the last date of submission of the SNIQ.

  
Medical Superintendent & Head of Department  
A.G.M.C & G.B.P. Hospital





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No. F. 2(492)-MED/GEN/RGC (NPHCE)/2017/ (Sub-D)/ 30709-13

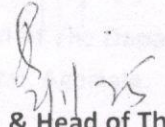
Dated, Agartala, the ..... 06/01/25 .....

**Short Notice Inviting Quotation**

Quotation in sealed cover are hereby invited by the Medical Superintendent and Head of Department, A.G.M.C & G.B.P. Hospital, Agartala, Government of Tripura, on behalf of the Government of Tripura from Reputed Firm / Authorized Distributor /Agent / Supplier /Dealer for “ **Procurement of General items of I.E.C. Materials for creating awareness under the Department of Geriatric Medicine, AGMC & GBPH, Agartala**”.

**Terms and Conditions**

1. Sealed quotations in **two cover** system, i.e. (i). **Technical bid** and (ii). **Financial bid** should reach the Office of the Medical Superintendent & Head of Department, AGMC & GBP Hospital, Agartala on or before 4:00 pm of 21/01/2025 by **Speed post /courier/ registered post only**.
2. The scaled envelope should be addressed to “**The Medical Superintendent and Head of Department, A.G.M.C & G.B.P. Hospital, Agartala, P.O: Kunjaban, Agartala, Tripura West, 799006**”. And on top of the sealed envelope it should be super-scribed as “**Procurement of General items of I.E.C. Materials for creating awareness under the Department of Geriatric Medicine, AGMC & GBPH, Agartala**”.
3. Tender received after the due date and time shall be rejected. The undersigned shall not be responsible for any postal delay, etc.
4. The bidders should provide the name of the firm, contact address, telephone numbers with STD codes, Mobile contact, FAX no and e-mail id inside the sealed envelope. The tender are likely to be opened on the next working day, in the Office of the Medical Superintendent and Head of Department, A.G.M.C & G.B.P. Hospital, Agartala. Bidders or their authorized representatives should remain present during the opening of the quotations.

  
Medical Superintendent & Head of The Department  
A.G.M.C & G.B.P. Hospital, Agartala.



5. If any item supplied is found to be not of standard quality, the quantity of "not of standard quality items" supplied should be taken back and replaced by fresh stock at own cost of bidder.

6. Extension of rate for supply may be considered for 2<sup>nd</sup> year to the approved bidder on the basis of satisfactory performance and execution of work order in time and in terms of quality.

i. Rate should be inclusive of all taxes (including GST) and for F.O.R door delivery basis.

7. The bids should be submitted in two separated sealed envelopes inside a sealed cover envelope. The contents of the bids should be as:

**A. Technical bid:**

- i. Income Tax clearance (ITR).
- ii. Photocopy of PAN Card.
- iii. Photocopy of GST Registration.

**B. Financial bid:**

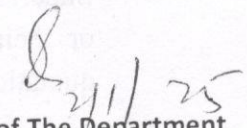
- i. Rate of item along with specification.

8. Payment of Bill will be made after successful completion of Supply.

9. Income tax/GST will be deducted from the bill at the time of payment as per Govt. rule.

10. The rate which will be approval through this SNIQ will remain valid for 2 (two) years from the date of issue of approval.

11. **The supply order must be executed within 30 (thirty) days from the date issuance of the purchase / supply order. A penalty @1% on the total value shall be charged for every week or part of week of delay beyond stipulated date of supply up to 10 (ten) weeks. Failure to supply by 10 (ten) weeks in addition to 30 (thirty) days, the supply order shall be treated as cancelled. If the concern bidder cannot supply the required item within the stipulated time, necessary action will be taken against the bidder by the competent authority. However, relaxation will be entertained only in special circumstances (Natural calamities, war or any other situation beyond human control.**

  
21/1/25  
Medical Superintendent & Head of The Department  
A.G.M.C & G.B.P. Hospital, Agartala.



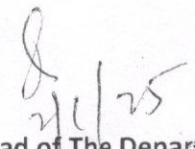
12. The Security money will be released after successful completion of the validity period of the approved list.
13. The quantity mentioned in SNIQ may increase or decrease in numbers at any time.
14. The SNIQ can be cancelled at any point of time by the authority without any prior notice.
15. The SNIQ may be collected from office of the Nodal Officer, RGC, AGMC, Agartala as on before 21/01/2025

16. **Details of work is as follows:**

S. N.	Name of the Item	Quantity Required	Specification	Basic rate Per No. (Excluding GST)	GST Amount in Rs. Per No.	Total rate Per No. (Including of GST / Taxes)
1	Hoarding Posters	1	12 Ft. Length & 6 Ft. Width			
2	Folders	100	A4 Size (2 folds)			
3	Pamphlets	100	A4 Size (3 folds)			

Copy to:

1. The Principal, AGMC, Agartala, Tripura West for display in Notice Board.
2. The Medical Superintendents IGM Hospital, Agartala for Display in Notice Board.
3. The Medical Superintendent, Cancer Hospital, Agartala of Display in Notice Board.
- ✓ 4. The Nodal Officer, IT Section, AGMC & GBPH, Agartala for publication in the AGMC College website.
5. The Received & Dispatch Section, Office of the Medical Superintendent & Head of Department, AGMC & GBP Hospital, Agartala.

  
 Medical Superintendent & Head of The Department  
 A.G.M.C & G.B.P. Hospital, Agartala.