

GOVERNMENT OF TRIPURA
DIRECTORATE OF INFORMATION TECHNOLOGY

ITI Road, Indranagar, Agartala - 799006

No.F.2(108)/DIT/TRN/2025/ **2155**

Dated :- **08**/05/2025

SHORT NOTICE INVITING QUOTATION

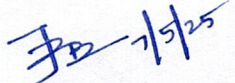
Sealed quotations are hereby invited by The Directorate of Information Technology, Govt of Tripura, IT Bhavan, ITI Road regarding **Workshop on 16th May, 2025 at Hall No. 1 at Pragna Bhavan** required **Items / specifications** are listed below: -

SLNo	Particular	Quantity/Size	Rate	Amount
01	Arrangement of Anchor	1nos		
02	Welcome Flex-Infront of Hall with fitting charge	1nos,Size(12X10)		
03	Steel standee 1. Standee6X3=18sqftX18nos 2. Small Standee in front of reception desk 3X2=6sqftX 2 nos	324 sqft 12sqft		
04	Stage flower decoration	all		
05	VIP & Food Area Direction	all		
06	2nosReception&podiumDeskflowerdecoration	all		
07	Seating Lounge at Pragna Bhawan	all		
08	Direction Board(instand) 1. Press 2. Sec & HODs	All (12)nos		
09	Dease Decoration with new white towel Table pot etc.	7 nos		
10	Camera(Still & Video) full program covered (6nos Camera)	all		
11	Stage LED (20 x 10)ft 2 days	1		
12	Stage wings LED (4 x 10) ft 2 days	2		
13	LED basement Making (28 x 4) ft	1		
14	Misc	-		

Terms & Conditions

1. Interested vendor/ caterers may submit their rate quotations specifying taxes etc.
2. Bidders should submit GSTN registration no./ PAN Card.
3. Bidder must have registered for this trade for not less than 3 years as per food license issued by appropriate authority.
4. Bidder must submit at least 1 (One) previous order of doing such events.
5. Bidder must have adequate utensils for preservation and keeping the food hot and fresh.

6. Bidders must have proper and clean utensils for serving food.
7. Bidders must have adequate number of people for serving food.
8. Proper hygiene should be maintained while cooking and serving foods.
9. Plastic/ non bio degradable materials should not be used. Paper cups/ glasses may be used.
10. DIT reserves the right to accept or reject, in full or in part, any or all the offers without assigning any reason whatsoever. DIT does not bind itself to accept the lowest or any bid and reserves the right to reject all or any bid or cancel the NIQ without assigning any reason whatsoever. DIT also has the right to re-issue the NIQ without the vendor having the right to object to such re-issue.
11. Last date of submission of bid is on or before 13/01/2025 up to 2:00 PM


(Jeya Ragul Geshan. B, IFS)
Director, IT