

GOVERNMENT OF TRIPURA
DIRECTORATE OF INFORMATION TECHNOLOGY
ITI Road, Indranagar, Agartala - 799006

No.F.2(108)/DIT/TRN/2025/ 2154

Dated :- 08/05/2025

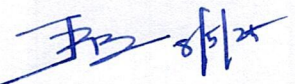
SHORT NOTICE INVITING QUOTATION

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	ID Card Prepare & Print	200 nos		
02	Special Mementos for VIPs	10nos		
03	Pad with printing	200nos		
04	Pen Set with Printing	200nos		
05	Folder with Printing	200 nos		
06	Arrangement of Name plate for VIP dignitaries	7nos		
07	Arrangement of Flower Bouquet, Risha,	7 nos		
08	Miscellaneous	-		
			Total	

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. As there live cooking will not be allowed, 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