

No.F.6(1-44)-AGMC/P&P/College Program/2021-2022
GOVERNMENT OF TRIPURA
OFFICE OF THE MEDICAL SUPERINTENDENT & HEAD OF DEPARTMENT
A.G.M.C. & G.B.P. HOSPITAL, AGARTALA.


Dated, Agartala, the 27/08/2021.

Short Notice Inviting Quotation

Short Notice Inviting Quotation in plain paper is hereby invited for "*Short Notice Inviting Quotation for Empanelment of Event Management Program at Agartala Government Medical College, Agartala*" subject to certain terms & conditions vide file No.F.6(1-44)-AGMC/P&P/College Program/2021-2022.

Last date of submission of offer to the Principal, Agartala Government Medical College & G.B.P. Hospital, Agartala on or before 12:00 pm of 3rd September, 2021 by **Speed post/courier/registered post only.**

The Terms & conditions for the same may be collected free of cost from www.agmc.nic.in, A.G.M.C. Agartala. prior to the last date of submission of the SNIQ.


27/8/21
Medical Superintendent & Head of Department
A.G.M.C. & G.B.P. Hospital, Agartala.

GOVERNMENT OF TRIPURA
OFFICE OF THE MEDICAL SUPERINTENDENT & HEAD OF DEPARTMENT
A.G.M.C. & G.B.P. HOSPITAL, AGARTALA.

No.F.6(1-44)-AGMC/P&P/College Program/2021-2022


Dated, Agartala, the 27/8 2021.

Short Notice Inviting Quotation

Quotations 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 Governor of Tripura from Reputed Firm/Authorized Distributor/Agent/Supplier/Dealer for "Short Notice Inviting Quotation for Empanelment of Event Management Program at Agartala Government Medical College, 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 Principal, A.G.M.C., Agartala on or before 12:00 noon of 3rd September, 2021 by Speed post/courier/registered post only.
2. The sealed quotation should be addressed to "The Principal, Agartala Government Medical College, P.O.-Kunjaban, Agartala, Tripura West, 799006." And on top of the sealed envelope it should be super-scribed as "Short Notice Inviting Quotation for Empanelment of Event Management Program at Agartala Government Medical College, Agartala."
3. Quotations 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 quotations are likely to be opened on the next working day, in the Office of the Principal, AGMC, Agartala. Bidders or their authorized representatives should remain present during the opening of the quotations.
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 supplier.
6. Extension of rate for supply may be considered for 2nd year to the approved supplier on the basis of satisfactory performance and execution of supply order in time and in terms of quality.
7. The bids should be submitted in two separate sealed envelopes inside a sealed cover envelope. The contents of the bids should be as:
 - A. **Technical bid:**
 - i. Photocopy of Relevant trade license
 - ii. Photocopy of PAN Card
 - iii. Photo copy of GST Registration
 - B. **Financial bid:**
 - i. Rate of each item along with specification
 - ii. Rate should be inclusive of all taxes (including GST) and for F.O.R door delivery basis.
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 approved through this quotation will remain valid for 1 (One) year from the date of issue of approval.
11. Supply will be completed within 30 days from date of issue of supply order.


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12. Quotation Collection may be www.agmc.nic.in as on before 3rd September, 2021.
13. The bidders may discuss with Event management Committee before submitting the bid during office hour before the last date of submission regarding any query.
14. Details of items required to be supplied is as follows:

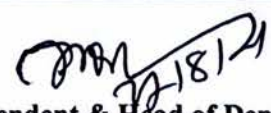
Requirements	Specification	Quantity	Rate (Including GST)
Invitation	01 page card (both side) post card size with Envelop	250 nos.	
Total Rate (Including GST)			
Requirements	Specification	Quantity	Rate (Including GST)
Decoration (Auditorium)	Block design in stage background	On Physical verification	
	Flower decoration for front stage borders		
	Carpeting		
	Flex for stage side banners	04 nos. On Physical verification	
	Natural plants pots	60 nos.	
	VIP chairs	15 nos.	
	VIP center tables with covers	08 nos.	
	Square tables with covers	08	
	Plastic chairs (with covers)	20	
	Pradip arrangement (Ceremonial lamp)	01 no.	
	Water bottles (500 ml)	50 bottles	
	File cover with pad and pen	20 nos.	
	Water glass with lid	20 nos.	
	Name tags for stage	15 nos.	
	Hand sanitizer (500 ml)	03 nos.	
	Hand sanitizer (100 ml)	10 nos.	
	Sanitizer foot stand	01 nos.	
	Masks (Triple layer)	200 pieces	
	Ballons & Ribbons for hall decoration	On Physical verification	
Total Rate (Including GST)			
Requirements	Specification	Quantity	Rate (Including GST)
Sound (PA system)	Cordless Microphone	04 pieces	
	Vocal Microphone	08 Pieces	
	Instrumental Microphone	04 pieces	
	Instrument cables	04 cables	
	Co-ordinator Microphone	05 pieces	
Total Rate (Including GST)			
Requirements	Specification	Quantity	Rate (Including GST)
Musicians	Musicians with 01 Guitar, 01 Keyboard, 01 Bass, 01 Octapad		
Total Rate (Including GST)			
Requirements	Specification	Quantity	Rate (Including GST)
Lighting and Stage LED	LED Screen (20 ft x 10 ft)	01	
	Lighting for stage	On Physical verification	
	PAR Lights		
	Focus lights		
	Sharpy lights		
	Middle lights		
Total Rate (Including GST)			

Requirements	Specification	Quantity	Rate (Including GST)
Photography & Videography	Day of program (Start to end)	On Physical verification	
Total Rate (Including GST)			
Requirements	Specification	Quantity	Rate (Including GST)
Decoration (campus)	Hall entrance gate with flex, ballons & ribbons	On Physical verification	
	Decorative lighting for the auditorium premises		
	Programme banners at all entrances (8 ft x 4 ft)	15 pieces	
Total Rate (Including GST)			
Requirements	Specification	Quantity	Rate (Including GST)
Flower Bouquet & Reception	Flower bouquet (Hand)	20 pieces	
	Shawl	20 pieces	
Total Rate (Including GST)			
Requirements	Specification	Quantity	Rate (Including GST)
Prize UG Excellence Awards (2019-2020, 2020-2021)	University Rank holder of all professional exams + subject toppers (12 inch, golden colour)	65 prizes	
	PG Excellence awards (2019-2020, 2020-2021) + subject toppers (12 inch, golden colour)	50 prizes	
	Excellence awards for departments with framed certificates & prizes (18 inch trophy)	05 prizes	
	Hostel Excellence award (15 inch trophy)	05 prizes	
	Section Excellence award (20 inch trophy)	01 prize	
	Teachers day gift from students (Dept. / Section)	50 nos.	
	Total Rate (Including GST)		
Requirements	Specification	Quantity	Rate (Including GST)
Certificates	A4 size	125 pieces	
Total Rate (Including GST)			
Requirements	Specification	Quantity	Rate (Including GST)
Refreshment for Special Guests (VIP)	Packet containing sweet and snacks	60 nos.	
	Water bottle (500 ml), Tea / coffee	80 nos.	
Total Rate (Including GST)			
Requirements	Specification	Quantity	Rate (Including GST)
Transportation	Maruti Ecco (CNG)	03 nos.	
Total Rate (Including GST)			

Requirements	Specification	Quantity	Rate (Including GST)
Official cleanliness drive (Swachha Bharat Abhiyaan) and plantation	Printed Caps with AGMC logo and programme name	100 pieces	
	Saplins for plantation	30 pieces	
	Breakfast (Tea + boiled egg + banana + bread)	150 packets	
	Cleaning Mops	10	
Total Rate (Including GST)			
Requirements	Specification	Quantity	Rate (Including GST)
Lunch / Dinner	Fried rice		
	Dal fry		
	Potato chips with nuts		

	Mixed Veg	Veg – 150 pkts. Non Veg- 650 pkts.	
	Matar Paneer (only for Veg pkts)		
	Egg curry		
	Chicken Kosha		
	Salad		
	Tissue paper		
	Water bottle (500 ml)		
	Coffee machine with plastic cups and biscuits	500 nos.	

Total Rate (Including GST)			
Requirements	Specification	Quantity	Rate (Including GST)
Documentary	Video & photo editing	On Physical verification	
Total Rate (Including GST)			
Requirements	Specification	Quantity	Rate (Including GST)
Miscellaneous items	Cleanliness and jungle cutting	On Physical verification	
Total Rate (Including GST)			


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

Copy to:-

1. The Principal, A.G.M.C., Agartala, Tripura west. For Display in Notice Board.
2. The Medical Superintendent, I.G.M Hospital, Agartala, for Display in Notice Board.
3. The Medical Superintendent, Cancer Hospital, Agartala for Display in Notice Board.
4. The Special Officer, IT Section, AGMC, Agartala for publication in the AGMC College website.
5. The Received & Dispatch Section, AGMC, Agartala.


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AGMC & GBP Hospital, Agartala.