



Government of Tripura
Forest Department

Project Management Unit, Tripura JICA Project

(Project for Sustainable Catchment Forest Management in Tripura)

Prakriti Bhawan, Gandhigram, West Tripura 799012

Phone: +91-3812397022, e-mail: tripurajica@gmail.com, Website: www.scatform.com

SPOT QUOTATION

Sealed quotations are hereby invited by the undersigned from willing organization/NGO of Indian Nationality for organizing 2days program on *National Convention on Rejuvenation of Forest Rivers of Tripura State*, which will be held on 21/12/2022 to 22/12/2022(tentative) at Pragna Bhawan, Agartala. Quotations will be received at PMU up to 2.00 PM of 19/12/2022 and will be opened on the same date if possible. The lowest bidder will be issued work order for organizing the program as per dates mentioned above. The Rate and Amount column of the below mentioned table shall be quoted in the column No. 4 and 5

SL.N O	ITEMS OF WORK	Unit	Rate (including all taxes)	Amount (including all taxes)
1	2	3	4	5
01	Rent Charges of Pragna Bhawan for 2 days	1 Unit		
02	Accommodation charges for 7 no Resource Persons at Gitanjali Tourism Guest House for 3 days (Suite room-1no, Twin AC room- 3no,)	12 unit		
03	Vehicle Charges for Resource Persons/ Guest	03 no		
04	Accommodation (fooding, lodging, etc) for 50 no participants at Shaheed Bhagat Singh Youth Hostel, Agartala for 3 days.	LS		
05	Lunch for all participants including Guest during Program at Pragna Bhawan for 2days	LS		
06	Charges for organizing field visit at Hataikotor – Baramura at Howrah River Catchment Areas (travelling etc)	LS		
07	Other Charges for organizing the program (Kit distribution, flex, banners, announcement, misc, etc)	LS		
Total				
Amount in Word:-				

Terms & Conditions:-

1. The sealed tender along with organization details (such as-address, copy of registration, etc) should be addressed to the CEO & PD, Tripura JICA Project, SCATFORM and reach by

registered post/ by hand to PMU, Hatipara, Gandhigram, 799012 on or before 2.00 PM of 19/12/2022. For any postal delay the office will not be responsible.

2. Bids/offers received after the scheduled date and time will not be accepted.
3. The lowest bidder shall have to complete the work which should be free from any defects.
4. Rates should be quoted as per item as mentioned above and should be inclusive of all applicable taxes.
5. The bidder should submit Government registration certificate /trade license certificate along with the quotation.
6. Work should be completed as per schedule date mentioned earlier.
7. Payment will be made only after completion of the program.
8. The undersigned reserves the right to accept or reject any tender including the lowest one without assigning any specific reasons thereof.

Sd/-
[Dr. Avinash M. Kanfode, IFS]
Chief Executive Officer & Project Director

No.F.8-1(11)/JICA/SCATFORM/Gen/2019/Part-II/15745-750

Date 12/12/2022

Copy to:-

1. P.S to CEO & PD, Tripura JICA Project (SCATFORM), for favor of kind information of CEO & PD.
2. AD(M&E)/DDO, Tripura JICA Project(SCATFORM) for information.
3. Accounts Section, Tripura JICA Project (SCATFORM) for information.
4. Cashier, Tripura JICA Project (SCATFORM) for information.
5. PM(M&E)/CO, Tripura JICA Project(SCATFORM) for information and necessary action.
6. Office Notice Board, PMU, Tripura JICA Project(SCATFORM).


[Prasada Rao Vaddarapu, IFS]
Director[Administrative & Finance]