

SHORT NOTICE INVITING QUOTATION

Dated, Agartala, the 6<sup>th</sup> February, 2020

Sealed quotations are hereby invited on behalf of the Governor of Tripura from reputed and experienced resourceful firms/ agencies/ Societies/ Organisations/ NGOs/ PSUs for setting up & running a Souvenir Shop, which should include traditional textiles, handicraft & handloom items, various artistic & cultural items, books on Tripura & the Northeast India, etc. at the Tripura State Museum, Ujjayanta Palace, Agartala. The space available for the proposed Souvenir Shop is 37 ft x 8 ft (approx), which will be provided to the **highest bidder** as decided by the Department, **on yearly contract basis**.

The sealed Quotations in plain white paper along with all necessary & relevant documents should reach to the office of the Tripura State Museum, Ujjayanta Palace, Agartala during the office hours (11:00 a.m. to 6:30 p.m.) of the **working days** on or before **23/02/2020** positively along with all relevant documents as sought for in the Quotation. The sealed quotations would be opened at the office of the undersigned preferably within 3(three) days of the last date of receiving of the Quotations in presence of the bidders, unless decided otherwise.

The specifications as well as terms & conditions may be seen in the Departmental website ([www.highereducation.tripura.gov.in](http://www.highereducation.tripura.gov.in)).

  
(P. B. Bhattacharjee)

Archivist cum Head of Office & DDO  
Tripura State Museum

**TERMS & CONDITIONS FOR SHORT NOTICE INVITING QUOTATION  
FOR SETTING UP OF A SOUVENIR SHOP AT  
TRIPURA STATE MUSEUM, UJJAYANTA PALACE, AGARTALA**

**Terms & Conditions:**

1. The firms/agencies/Societies/Organisations/NGOs/PSUs should preferably submit past work orders issued by the Govt. Departments (or, Undertakings) for similar work. Experience Certificate should accompany the Quotation documents.
2. The sealed Quotations in plain white paper should contain all necessary & relevant documents like Trade License, Registration Certificate, PAN no., I.T. Return for last three years, GST Registration Certificate etc.
3. The rate should be only for the yearly rent offered, and **should not include** the expenditure for developing the infrastructure of the Souvenir Shop in the available blank space of the Palace.
4. The sealed Quotations must be sent through Registered Post / Speed Post only or dropped in the Tender Box placed at the Office Room of the Tripura State Museum, Ujjayanta Palace, Agartala during the **office hours** (11:00 a.m. to 6:30 p.m.) of the **working days** on or before **23/02/2020**. The Quotations sent through Registered Post / Speed Post should reach the Tripura State Museum on or before **23/02/2020** positively, otherwise they would be liable to be disqualified.
5. The authority reserves the right to accept or reject any Quotation and to cancel the bidding process and reject all Quotations at any time prior to the award of contract without assigning any reason there off.

  
(P. B. Bhattacharjee)  
Archivist cum Head of Office & DDO  
Tripura State Museum