

Invitation for Bid

Date: 24th June 2026

1. On behalf of the Competent Authority, Director, Higher & Technical Education (H&TE) Department, Govt. of Mizoram hereby invites bids from Govt. approved/registered Carpentry/relevant firm for supply of Examination table as per the specification provided herewith.
2. Only quotation from Govt. approved/registered Carpentry/relevant firm shall be entertained.
3. To obtain further information and inspect the /bidding document, interested firm may contact the Office of the Joint Director (Technical), Higher & Technical Education Department, Chaltlang Lily Veng, Aizawl, Mizoram during office hours.

Email: dhthemizoram@gmail.com

Website: dhte.mizoram.gov.in

4. Interested firm may download and inspect Bid Document from the office website; however, for participation in the bidding process, it is mandatory to purchase the hard copy of Bidding Document by paying Rs 500/- to the office of Joint Director (Technical), Higher & Technical Education Department. In case of any discrepancy between the Bid Document up loaded at the website and the hard copy of the Bid Document purchased, provision of the hard copy of the Bid Document shall prevail.

5. **Earnest Money Deposit:**

All Bidders should deposit 'Earnest Money' amounting to Rs 10,000/- (Rupees ten thousand) in the form of Bank Guarantee /Call Deposit from any Nationalized Bank in Mizoram in favor of Joint Director (Technical), Higher & Technical Education Department with a validity of not less than 90 days.

Earnest Money Deposit may be forfeited:

- i. if a Bidder withdraws its bid during the period of bid validity.
- ii. if the successful Bidder fails to:
 - *sign the Contract*
 - *furnish a performance security*
 - *accept arithmetical corrections*

6. **Bid Validity:**

Bid shall be valid for a minimum period of 70 days.

7. **Technical Bid:**

Bidder should submit the following documents as a Technical Bid. Non-submission of the complete Technical Bid stated below shall be the cause for rejection of Bid.

- i. Original Earnest Money Deposit.
- ii. Attested copy of Certificate of Caste (SC/ST).

- iii. Attested copy of valid GST registration Certificate under the state of Mizoram. If the bidder has not obtained GST registration as applicable, then he/she shall submit the following undertaking along with the bid document:

“If the work (Supply of Examination Table) is awarded to me, I shall obtain GST registration certificate as applicable within one month from the date of award letter of before release of any payment by Higher & Technical Education (H&TE) Department, Govt. of Mizoram, whichever is earlier, failing which I shall be responsible for any delay in payment which will be due towards me on account of the work executed and/or for any action taken by Higher & Technical Education (H&TE) Department, Govt. of Mizoram”

The Technical Bid cited above shall be enclosed in a sealed Envelope marking **“Technical Bid”**

On demand, Bidder should produce Original of the attested copy of documents cited above.

8. **Financial Bid:**

Bidder should submit the Financial/ Price Bid using the **FORMAT FOR FINANCIAL BID** enclosed herewith in a separate sealed Envelope marking **“Financial Bid”**

Only the Financial Bid of those Bidders that are technically qualified, as per Technical Bid stated at clause No. 7 above, shall be opened and evaluate. Financial Bids of those Bidders that are technically unqualified shall be returned unopened.

9. The Envelope containing **Technical Bid** (Clause No. 7) and the Envelope containing **Financial Bid** (Clause No. 8) should be enclosed in a sealed Outer Envelope marking **“QUOTATION FOR EXAMINATION TABLE”** and submitted.
10. The Outer Envelope should bear “To Joint Director (Technical), Higher & Technical Education Department, Chaltlang Lily Veng, Aizawl, Mizoram”. All Envelope should bear Name and Address of the Bidder.
11. The last date for submission of bid shall be 17th July 2026 at 1:30 Pm. Technical Bid shall be opened on 17th July 2026 at 2:00 Pm
12. Adjustment of arithmetical errors the Price Bid:
In evaluating the price bids, the Department will adjust for any arithmetical errors in the Price Bids as follows:
 - (a) where there is a discrepancy between the unit rate and the line-item total resulting from multiplying the unit rate by the quantity, the unit rate as quoted will govern; and
 - (b) if a Bidder refuses to accept the correction, his quotation will be rejected.
13. **Security Deposit:**
The selected Firm should make and submit ‘Security Deposit’ Money’ @ 5% of the contract amount in the form of Bank Guarantee in any Nationalized Bank in Mizoram with a validity not less than 120 days in favor of Joint Director (Technical), Higher &

Technical Education Department. If the task/work of supply of Examination table is not completed during the validity of Security Deposit, the selected firm should extend the validity or replace by new security of equal amount to cover the supply/contract obligation.

14. Penalty:

If the selected Firm fails to supply Examination Table within the stipulated period / extended period if any or if it fails to execute the provision of contract at any time during the term of the contract period, the Security Deposit made by the Firm shall be forfeited to the Government as revenue and such Firm may be declared as 'Defaulter' for a minimum period of 90 days that may cause ineligibility to enter into any agreement with the Government for the suspension period.

15. Agreement:

A deed of agreement in a non-judicial stamp worth not less than Rs.50/- (Rupees fifty) shall be signed between the Department on the first part and the successful Bidder on the second part.

16. Release of 'Earnest Money Deposit' and 'Security Deposit':

- (a) The Earnest Money deposited by the unsuccessful Bidders may be released after the Department decide/confirm/select successful bidder. The Earnest Money deposited by the successful Bidder may be released after successful/selected Bidder deposit Security Deposit and also sign an agreement with the Department.
- (b) The Security Deposit made by the selected Firm may be released after satisfactory completion of the contract including rectification of defects if any.

17. The Examination Table: The examination table put to tender is a fixed type table to be fixed at the Examination Hall/Room of Higher & Technical Education Department, Technical Wing at Chaltlang Lily Veng, Aizawl, Mizoram.

18. Technical Specifications: Specifications of each table shall be as below:

S/No.	Item	Specification
1	Table Portion	
i	Material	Laminated Duratuff Plywood of 17 mm thick
ii	Length	30 inches
iii	Width	20 inches
iv	Height from Floor to Top	28 inches
v	Width of legs of Table (it has 2 legs)	16 inches
vi	Width of CPU Rag	10 inches
vii	Width of Rag for Examination Materials	8 inches
viii	Height of Rag for Examination Materials from CPU Rag	17 inches
2	Barricade Portion	

i	Material	Laminated Duratuff Plywood of 12 mm thick
ii	Height	18 inches

(Bidder must examine the sample Examination Table kept at the Office of Technical Wing, H&TE)

Note: In case of any discrepancy between the specifications cited above and the Sample, provision of the Sample Examination Table shall prevail.

19. **The quantity/capacity of Examination Table:**

The quantity/capacity of Examination Table put to tender is 60 capacity/nos. However, at the time of issue of Supply Order / award of Contract, H&TE department reserves the right to increase or decrease the quantity/capacity by 20% without any change in the unit prices or other terms and conditions of the tender document.

FORM OF CONTRACT AGREEMENT

THIS AGREEMENT number _____ made on _____, ____ 2026, between Higher & Technical Education Department (Technical Wing) (hereinafter called "the Purchaser") on the one part and _____ (hereinafter called "the Supplier") on the other part.

WHEREAS the Purchaser has requested bid for Supply of Examination Table, as per the specification provided herewith and the sample kept at the office of Joint Director, Higher & Technical Education Department (Technical Wing) to be supplied by Supplier (hereinafter called "Contract") and has accepted the Bid by the Supplier for supply of Examination Table under Contract at the sum of _____ (Rupees _____) hereinafter called "the Contract Price".

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. The following documents shall be deemed to form and be read and construed as part of this agreement, viz:
 - a) Technical and Financial bids; Terms and Conditions of Supply, Technical Specifications;
 - b) Addendum (if applicable);
2. Taking into account payments to be made by the Purchaser to the Supplier as hereinafter mentioned, the Supplier hereby concludes an Agreement with the Purchaser to execute and complete the supply of Examination Table under the Contract and remedy any defects therein in conformity with the provisions of the Contract.
3. The Purchaser hereby covenants to pay, in consideration of the acceptance of Contract, supply and delivery of the Examination Table and remedying of defects therein, the Contract Price in accordance with Payment Conditions prescribed by the Contract.

IN WITNESS whereof the parties hereto have executed the Contract under the laws of India on the date indicated above.

Signature and seal of the Purchaser:

For and on behalf of

Name of Authorized Representative

Signature and seal of the Supplier:

For and on behalf of

Name of Authorized Representative

TERMS AND CONDITIONS OF SUPPLY

1. Schedules for Supply

Sl. No.	Description	Delivery/completion Schedule	Place of delivery/ Consignee destination.
1	Examination Table (Specifications cited below)	3 (three) months from the date of order / signing of Contract	Office of the Joint Director (Technical), Higher & Technical Education Department, Chaltlang Lily Veng, Aizawl, Mizoram

2. Fixed Price: The prices indicated in the Contract are firm and fixed and not subject to any adjustment during contract performance. It includes all prices, including taxes, the Supplier has to pay in supplying the Examination Table
3. Delivery / Completion Schedule: The Supplier should delivery and complete all works under the contract within 3 (three) months of issue of order/ signing of Contract as per above schedule.
4. Applicable Law: The Contract shall be interpreted in accordance with the laws of India.
5. Resolution of Disputes: The Purchaser and the Supplier shall make every effort to resolve amicably by direct informal negotiation any disagreement or dispute between them under or in connection with the Contract. In the case of a dispute between the Purchaser and the Supplier, the dispute shall be settled in accordance with the provisions of the law of India.
6. Payment: Payment of the contract price shall be made in the following manner:

100% Payment shall be made on delivery to the consignee destination and received in good condition as certify by concern official of the Purchaser.
7. Defects: All defects will be corrected by the Supplier without any cost to the Purchaser within 15 days from the date of notice by Purchaser. If the Supplier fails to correct the defect within the stipulated time, the Security Deposit shall be forfeited and the same shall be utilized for correction of the same.
8. Required Technical Specifications of each table: (Bidder should examine the sample Examination Table kept at the Office of Technical Wing, H&TE)

S/No.	Item	Specification
1	Table Portion	
i	Material	Laminated Duratuff Plywood of 17 mm thick

ii	Length	30 inches
iii	Width	20 inches
iv	Height from Floor to Top	28 inches
v	Width of legs of Table (it has 2 legs)	16 inches
vi	Width of CPU Rag	10 inches
vii	Width of Rag for Examination Materials	8 inches
viii	Height of Rag for Examination Materials from CPU Rag	17 inches
2	Barricade Portion	
i	Material	Laminated Duratuff Plywood of 12 mm thick
ii	Height	18 inches

Note: Sample Examination Table is kept at the Office of the Joint Detector (Tech.), Higher & Technical Education (H&TE) Department, Govt. of Mizoram and in case of any discrepancy between the specifications cited above and the Sample, provision of the Sample Examination Table shall prevail.

Supplier confirms compliance with above specifications.

9. **Failure to Perform:** The Purchaser may cancel the Agreement if the Supplier fails to deliver the Goods, in accordance with the above terms and conditions without incurring any liability to the Supplier. Under such circumstances the Security Deposit made by the Firm shall be forfeited to the Government as revenue and such Firm may be declared as 'Defaulter' for a minimum period of 90 days that may cause ineligibility to enter into any agreement with the Government for the suspension period.

Sd/-
(LALTANPUIA)
Director
Higher & Technical Education Deptt

FORMAT FOR FINANCIAL BID

To

The Joint Director (Tech.)
Higher & Technical Education Department
Chaltlang, Lily Veng, Aizawl

I offer to supply and deliver the following items at the rate, quantity and amount mentioned below to the Office of the Joint Director (Tech.), Higher & Technical Education Department, Chaltlang, Lily Veng, Aizawl:

S/ No.	Item	Quantity	Rate	Amount
1	Examination Table (Specifications as indicated in the Invitation for Bid)	60 nos.		
	GST (if any)			
	Total			

(Rupees _____) only.

The above quoted price includes all cost including tax/GST for Supply and Delivery of the stated Examination Table

Signature: _____

Name: _____

Name of Firm: _____

Address: _____

