## **Terms & Conditions:-**

- 1. The rate should be inclusive of all design works, fitting, fixing, making of flex etc.
- 2. Defective or incomplete quotation in any respect shall not be considered.
- 3. Security money will have to submitted at the shape of Demand draft on any Nationalised Bank @ Rs.10,000/- (ten thousand) only for this quotation at the time of submission of quotation in favour of Director, Information & Cultural Affairs, Govt. of Tripura. Security money will be released to all unsuccessful quotationers after arriving a decision on the matter.
- 4. Necessary contents and photographs will be supplied from ICA Department. Selected agencies will prepare designs for each hoarding after approval of designs and contents by the ICA Department said agencies will print each hoarding etc.
- 5. Sales Tax, Professional Tax clearance Certificates and copies of Trade License and PAN Card should be enclosed alongwith the quotation.
- 6. Maintenance cost etc. will be borne by the agencies during the period if required. The flex matter (approved by the ICA Department) will be changed by the agencies after three months alternatively.
- 7. The Advertising Agencies should have permanent structure for fitting and fixing of hoarding in suitable Areas/Locations. ICA Department shall not liable for providing space for permanent structure etc.
- 8. Quotation will be received on or before 12/08 .2016 only in the office of the undersigned and quotation will be opened on the same day if possible. The quotations received after 12/08 .2016 shall not be entertained. The quotationers may attend at the time of opening of the quotations.
- 9. Analysis of rate (quoted by the party) may be sought for and it will be mandatory for the party to give analysis of the rate.
- 10. Quotation should be submitted in sealed cover and must be write these words i.e. "TENDER FOR DISPLAY OF HORDING" over the envelop.
- 11. The aforesaid work shall have to be completed within 15(fifteen) days after issuing the work order. Display of sub-standard hoarding, which do not satisfy the undersigned shall be rejected forthwith and the Agency concerned shall have to be replaced the such rejected printed articles within a specified period positively.
- 12. The undersigned reserves the right to accept or reject any quotation partly or wholly including the lowest one without assigning any reason.

Information & Cultural Affairs Department,
Government of Tripura,
Agartala,