



GOVERNMENT OF WEST BENGAL
OFFICE OF THE DISTRICT MAGISTRATE, BIRBHUM
PLANNING SECTION
PRASASANIK BHAVAN, SURI, BIRBHUM, PIN – 731101
Tele – Fax: (03462) 255536, Email: dplobirbhum@gmail.com

NIQ. No. 958 /Dev.

Dated, Suri, the – 21.11.2019

NOTICE INVITING QUOTATION

Sealed quotation is hereby invited from the bonafide / reputed agencies for quoting the rate for supplying of Computer and peripherals and others for strengthening the District Planning Section as per specification noted below.

Supply & installation of Computer, Printer/Scanner with allied accessories for strengthening of District Planning Offices, Birbhum.			
SL. NO.	PRODUCT DESCRIPTION	BRAND NAME	RATE SHOULD BE QUOTED INCLUDING ALL CHARGES
1	One Desktop Computer along with CPU, and Monitor with the configuration of - Processor i3, RAM- 4GB, 1TB Hard Disc and original Windows-10 Operating System.	HP/Dell/Compaq/Lenovo	1 (One) each
2	One Scanner-Cum-Leaser Printer along with duplex.	HP LaserJet Pro	1 (One)

Terms and Conditions

1. Financial rate quotations will have to be submitted separately in single sealed envelope.
2. In case of technical specification is met as per the quoted specification then only the financial bid will be opened.
3. Bidders shall have to deliver the items at the receiving point at their own cost.
4. Rate should be offered by the bidders including all taxes and all other charges.
5. The rate offered by the bidders will be valid one year from the date of acceptance.
6. The quotations accompanied with necessary papers viz. (i) **Current income Tax clearance certificate** (ii) **P. tax(Current clearance certificate)** (iii) **GST(Certificate of Registration)** (iv) **PAN (card)** within **3:00 pm on 27 November 2019** in the Tender box kept at planning section, Birbhum and the same will be opened on the **same day at 3 p.m.** All the intending bidders or authorized representative @ one for each bidder may remain present during the time of opening the Tenders.
7. Tender submitted after prescribed date and hours and found to be incomplete in any respect, will not be accepted.
8. Supplying of the items should be completed within 10(ten) days from the date of issuance of work order falling of which work order will be treated as canceled without any intimation to the bidder and in that case earnest money if so would be deposited will be forfeited and next lowest bidder will get preference to supply the same.
9. Items sent through Courier service will not be entertained.
10. Payment will be made on submission on bill in duplicate along with work order in original after completion of full supply of items. Deduction of Tax etc. will be made as per exiting norms.
11. The undersigned reserves the right to accept or reject any quotations or all quotations without assigning any reason thereof. The undersigned also does not bind himself to accept the lowest rate offered by the quotations and shall use discretion in accepting higher rate considering the standard and quality etc of items.

Meghina
District Planning Officer,
Suri, Birbhum
21.11.19

Memo. No. 958/1(s)/Dev.

Dated, Suri, the -

Copy forwarded for information and necessary action for wide publication;

1. D.I.O, NIC Birbhum with a request to publish the notice through his web site.
2. The N.D.C, Birbhum Collectorate.
- 3-5. C.A to D.M / C.A to A.D.M. (Gen.) / C.A to A.D.M. (Dev.).

Meghina
District Planning Officer,
Birbhum
21.11.19