

Government of West Bengal
Panchayats & Rural Development Department
63, N. S. Road, Kolkata-700001

Notice for inviting quotation from reputed Hardware maintenance firms.

No: 1153 - RD/COM/5M-3/2007

Dated:20/02/2012

Panchayats & Rural Development Department 63, N. S. Road, Kolkata-700001, Government of West Bengal, invites Commercial bid for procurement of branded Laptop, Scanner and Ext.HDD at Jessop Building, 63,N.S. Road, Kolkata - 700001. The details of Laptop, Scanner and Ext.HDD are given in the enclosed Annexure – I.

The interested firm must have the following credentials / Criteria:-

- 1 . They must have the experience of maintaining computers, UPSs, Printers & Laptops of similar brands for which the department asked for procurement.
2. Firm is preferably ISO **certified** company.

The tender paper will be available from the Computer Cell of this office on any working day during working hours from 20/02/2012 to 09/03/2012 till 2:00 P.M. or it can be *downloaded from website www.wbprd.nic.in under latest tender*. The last date of receipt of sealed quotation for above article (along with the particulars) at this office is 12/03/2012 up to 3:00 P.M.

The sealed quotation will be opened in the Computer Cell (**Room No.-43**) of this department on **12/03/2012 at 4:00 P.M.** One representative of each quotationer will be allowed to remain present at the time of opening the sealed quotations. The representative of each quotationer should carry the identity card and letter of authority of the quotationer.

This Department reserves the right to accept or reject any quotation received from any firm without showing reason or any correspondence whatsoever.



(OSD & Ex-Officio Joint Secretary)

TERMS & CONDITIONS

[Note: Bidders should read these conditions carefully and comply strictly while sending their EOIs.]

Panchayats & Rural Development Department 63, N. S. Road, Kolkata-700001, Government of West Bengal, invites sealed 'Expression of Interest' for procurement of branded Laptop, Scanner and Ext.HDD at Jessop Building, 63,N.S. Road, Kolkata- 700001.

1. The Agency should be equipped with stock of required items.

2. PAYMENT

Payment will be made after successful installation of the above items.

3. Submission of EOIs : The sealed Expression of Interest must be dropped in the Tender Box to be kept for this purpose at the Computer Cell of this Office (Room No. 43) by 3:00 P.M. on 12/3/2012. No EOI will be accepted after the said date & time. The EOIs submitted by *post/ courier/ telex / telegrams / fax / e-mail will not be considered*. Department will not be responsible for any delay in submission of the EOI.

4. Opening: The Expression of Interest of the Agencies will be opened on **12/3/2012 at 4:00 P.M.** in presence of intending bidders or their authorized representatives.

5. The Authority of Department of Panchayats & Rural Development, Government of West Bengal *reserves the right to accept or reject any or all the bids without assigning any reason thereof.*

6. Technical Evaluation: Technical evaluation of the bids shall be done on the following parameters:

- a. Sales Tax/VAT Registration and Latest Sales Tax & P. Tax Clearance Certificate.
- b. Copy of the registration certificate for firms registered or Trade License.
- c. One representative of each vendor will be allowed to remain present at the time of opening the sealed quotations. The representative of each vendor should carry the identity card and letter of authority of the vendor.
- d. Copy of the ISO certificate (optional.)

7. *The list of the Hardware items are given in the Annexure-I.*

The participating vendor should carefully note that the given form has to be filled up properly and submit along with the price bid. All the tender papers have to be signed and sealed properly.

ANNEXURE -I

(Annexure to the Tender/quotation notice No.- -RD/MIS(Com)/5M-3/07 Dated- / /2012)

SL. NO.	ITEM	Make	Specification	Quantity required	Price (Rs.)	Remarks
1.	Laptop & Computer-E	VAIO™	Intel® Core™ i5-560M Processor 2.66 GHz with Turbo Boost up to 3.20 GHz Genuine Windows® 7 Professional 64-bit 15.5 (39.37 cms) wide (WXGA: 1366x768) VAIO Display Intel® HD Graphics Instant web browsing: Quick Web Access button Isolation keyboard with 19mm full key pitch and numeric keypad	One		
2.	Scanner	H.P.	HP Scanjet-G4010	One		
3.	External Hard Disk	Seagate	2.5Inch 500GB External Hard Disk	One		
Total						