

West Bengal State Rural Development Agency

(An Agency of the Panchayats & Rural Development Department, Government of West Bengal:
Registered under Registration of Societies Act 1961, Registration No.S/IL/17726 of 2003-04)

Strengthening Rural Decentralisation (SRD) Cell

Jessop Building, 63 Netaji Subhash Road, 1st Floor, Kolkata-700001

Telephone : (033) 2231-8335/8729 // Telefax : (033) 2242-8788

No.1425/SRD/I-2(OP-II)/25/2009

Date 02.12.2009

Tender Notice

Sealed tenders are invited from authorised distributors/ dealers/ resellers/ firms/ agencies having good credentials of working with Government departments/Undertakings /agencies for supply of the following softwares and installation at Jessop building, 63, Netaji Subhash Road. Kolkata-700001.

Sl. No.	Description of Item	Total Requirement
1.	SREELIPI [WINDOWS] latest version	02 sets
2.	STM WINDOWS latest version	01 set
3.	FINAL CUT EXPRESS[FCE] latest version for iMAC	04 sets
4.	MS Office latest version for iMAC	02 sets

2) Item wise rate will have to be quoted and the offer will have to be dropped in sealed envelope in the earmarked box kept at the SRD Cell, WBSRDA, Jessop Building, 63 Netaji Subhash Road, 1st Floor, and Kolkata-700001.

3) Last date of submitting offer is 22.12.2009 up to 3.00 PM

4) The tenders will be opened soon thereafter in presence of the tenderers or their authorised representatives willing to remain present during opening of the same.

5) Offer must be submitted under office seal and signature of the authorised representative of the firm. Each offer must accompany earnest money of Rs 3,000/-(Rupees Three Thousand) only in crossed Bank Draft from any scheduled Bank payable in Kolkata favouring 'WBSRDA-SRD Cell'.

6) The unit price quoted against each item must be written or typed neatly. Corrections if any should be properly authenticated.

7) All the participating distributors/ dealers/ resellers/ firms/ agencies must have permanent Income Tax, Sales Tax/VAT numbers/registrations and necessary documentary evidence in support of that will have to be submitted along with the offer. Besides, credentials for accomplishing works of similar nature will have to be submitted with the offer.

8) The tenderers are requested to mention warranty condition & after sales service along with the rate to be offered.

9) The quoted rates should be inclusive of all duties, taxes and other levies and all incidental charges thereto.

10) Incomplete offer will be rejected summarily.

11) Supply of materials and installation will have to be completed positively within 15 days from the date of issue of supply and installation order.

12) Payment will be made after full receipt of the supplied materials in good condition and proper installation of the softwares.

13) This tender procedure may be cancelled at any stage without assigning any reason thereof.

Administrative Officer
SRD CELL