



Notice Inviting Expression of Interest (NIT)

No. **6/Comp** of 2008-09

Dated: 21-8-2008.

Bids are hereby invited in sealed cover for the procurement and installation of the items, description and quantity/ volume of which have been given in the Table below under the terms and conditions shown in Annexure – I to this Notice.

Tender Paper will be available from the Computer Cell of the Zilla Parishad. It may also be downloaded from www.wbprd.nic.in or www.s24pgs.gov.in/zpweb/s24pgs.htm and used free of cost. However, a Bank Draft of Rs. 200/- drawn on Kolkata Branch of any Nationalised Bank in favour of: Additional Executive Officer, South 24 Parganas Zilla Parishad, will be required with each tender as Processing Fee.

Tenders along with required documents/ instruments in a sealed cover with the inscription of the NIT No. & date and addressed to the undersigned will be received during working hours either in person or by Messenger/ Post by the Secretary of the Zilla Parishad till 2:00 PM on 8-9-08 and will be opened in his chamber on same day at 3:00 PM. One representative of each bidder may be allowed to remain present with proper identity and letter of authority from the concerned bidder.

The undersigned reserves the right to accept or reject any tender received from any firm without showing any reason or any correspondence whatsoever.

Table

Sl. No.	Description of Items	Make	Qty	UOM
1.	Server (items under DGS&D rate contract preferable)	HP / Compaq	1 no.	
2.	HP Laser Color Printer with Scanner & Copier Facility (MFP). (items under DGS&D rate contract preferable)	HP / Compaq	1 no.	

Visit us at: www.s24pgs.gov.in/zpweb/s24pgs.htm

3.	Windows 2003 Server with 10 Clients (items under DGS&D rate contract preferable)	Microsoft	1 no.	
4.	Oracle 9i with 30 User Paper License (items under DGS&D rate contract preferable)	Oracle	1 no.	
5.	16 Port Switch 10/100/1000	Preferably D- Link or Other best quality.	2 nos.	
6.	LAN connection between three Client computers with IO box	Best quality Cat-5 Cable	length approx. 50 metres	

**Addl. District Magistrate and
Addl. Executive Officer
South 24 Parganas Zilla Parishad.**

Memo No. 1550(7)/ZP/Comp/08

Dated: 21-8-2008.

Copy forwarded to:

1. The Joint Secretary, P&RD Department, Govt. of West Bengal, with request to publish the NIT along with its Annexure and Tender Paper sent by e-mail to tenderzp@gmail.com
2. The DIO, NIC, South 24 Parganas, with request to upload to the ZP web page the NIT along with its Annexure and Tender Paper, soft version of which is sent.
3. The District Information and Cultural Officer, South 24 Parganas, for wide publicity and also to release an advertisement, text of which is enclosed, in any 2 suitable newspaper published from the District.
4. The Secretary, South 24 Parganas Zilla parishad.
5. The DE/ DS/ ADS/ OS/ DIA of this Zilla parishad.
6. The CA to the Sabhadhipati/ District Magistrate.
7. The Office Notice Board.

**Addl. District Magistrate and
Addl. Executive Officer
South 24 Parganas Zilla Parishad.**

ANNEXURE – I TO NIT NO. _____/2008-09, DATED _____.

TERMS & CONDITIONS

1. The bidder must be a reputed Firm dealing with sales, distribution, installation and maintenance of branded Computers, Computer hardware, Computer accessories and Software including LAN hardware and software and have its registered office in Kolkata.
2. The Firm should be well equipped with qualified professionals as well as with sufficient stock of items of procurement including spare parts compatible with existing computers operative in the Zilla Parishad.
3. The Firm should be capable of undertaking proper maintenance work at the site of installation within 24 hours of intimation free of cost within warranty period which should be not less than one year of the date of installation and against the charges mutually settled and payable by the Zilla Parishad beyond the warranty period.
4. Earnest Money Deposit along with the Tender will be of Rs. 5000 (Rupees five thousand only) in the form of Bank Draft drawn in favour of “Additional Executive Officer, South 24 Parganas Zilla Parishad” payable in Kolkata of a nationalized Bank.
5. Record of similar nature of work executed with Govt. Departments/ Offices along with value of work per year during last 3 years should be furnished with the Tender.
6. Sales Tax/VAT Registration and latest ST/PT Clearance Certificates should be enclosed.
7. Particulars with contact details of professional personnel at the disposal of the Firm should be provided. Such personnel should have required qualification to provide services for Windows XP/Linux based network.
8. On-site warranty for materials supplied and its smooth function would be of at least 12 months.
9. UTP cable laying through PVC casing and installation of I/O & Faceplate and termination of CAT6 at 10 and Jack Panel would be required for LAN. Bid should include such incidental costs.
10. The Bidder has to undertake that all of the aforesaid terms and conditions will be duly complied with and an agreement to this effect together with maintenance of quality and quantity of items to be supplied and installed would be executed before the formal offer is awarded. Breach of agreement even partially will attract penalty as may be imposed by the Zilla Parishad.

(Please ensure that Annexure – I is duly signed by the authorized signatory of the Firm quoting Bids and his seal is affixed, and it is accompanied with the Tender.)

Expression of Interests

To
The Additional District magistrate &
Addl. Executive Officer,
South 24 Parganas Zilla parishad,
New Administrative Building, 2nd Floor,
Alipore, Kolkata – 700 027.

Sir,

With reference to your NIT No. _____ of _____, dated
_____, I/we hereby submit the Tender along with Financial Bid.

I/we also furnish other particulars as required and undertake compliance of
terms and conditions as contained in Annexure-I to the NIT.

1. Name of the Firm with full address and telephone/ FAX Nos and e-mail
address:

Name & Address in full in Block letter	Telephone	FAX	E-mail address

2. Name of the person quoting Bid under his/her signature (with full address
and telephone / FAX Nos and e-mail address):

Name & Address in full in Block letter	Telephone	FAX	E-mail address

3. Status/ designation of the signatory in the Firm:

4. Particulars of Processing Fees and Earnest Money deposited:

Particulars	Amount		Bank	Payable at
	In fig.	In word		
Processing Fee				
Earnest Money				

5. List of documents and number of pages enclosed with the Tender with reference to the terms and conditions.

a)	
b)	
c)	
d)	
e)	
f)	
g)	

6. **Financial Bid** (Format, may be used in the letterhead of the Firm and furnished):

Sl. No.	Description of Items	Make	Qty	Price	
				In figure	In words

Date:

Office Seal:

Signature in full of authorized signatory