

GOVERNMENT OF WEST BENGAL

Panchayats & Rural Development Department, MIS(Computer) Cell- Ph.23406600(Extn.346/345/344)
Joint Administrative Building(6th-9th floor), Block HC-7, Sector-III, Salt Lake, Kolkata-700 106.

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Notice for inviting tender from reputed computer hardware dealers

No. - 2853-RD/MIS (Com) / 5M-2/04 (Pt. II)

Dated-27/4/2018

Panchayats & Rural Development Department, Government of West Bengal, Joint Administrative Building, Block-HC 7, Sector-III, Salt Lake, Kolkata-700106 invites Commercial bid for procurement and installation of 03 nos. of LaserJet Multifunction Printer(MFP) and also for procurement of 05 nos. of 16GB Pen Drive (Sandisk/hp/Transcend make). The detail of MFP is given in the enclosed **Annexure – 'A'**.

The interested firm must has the experience in dealing in hardware of similar specifications for which the department asked for procurement. It should be equipped with technical manpower in the field of hardware installation, commissioning and maintenance related issues as well as capable of undertaking appropriate arrangements to keep the systems operative.

Terms & Conditions for the bidders while sending their EOIs can be seen in the enclosed **Annexure – 'B'**.

The tender paper can be downloaded from the Departmental website www.wbprd.nic.in under latest tender. The **last date** of receipt of properly signed and sealed tender for above articles (alongwith the particulars) at this office is **10/5/2018 upto 2:30 pm**. The tender box will be kept at the MIS(Computer) Cell (9th floor, Block-B, Room-9).

The **sealed tender** will be **opened** at the MIS(Computer) Cell (9th floor, Block-B, Room-9) of this department on **10/5/2018) at 3:00 pm**. One representative of each tenderer will be allowed to remain present at the time of opening the sealed tenders. The representative of each tenderer should carry the identity card and letter of authority of the tenderer.

Payment will be made after successful installation/ functioning of the items.

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

Schedule of tender are as incorporated below:-

Date of issue of Tender documents	10/5/2018 from website www.wbprd.nic.in
Cost of Tender Enquiry	Free of cost
Last date & time for submission of Tender	10/5/2018 at 2:30 pm
Date & time for opening of Tender	10/5/2018 at 3:00 pm
Stationing of Tender box & venue of opening of Tender	Computer Cell(9 th floor, Block-B, Room-9)


(N. Dasgupta)
Special Secretary

Annexure- B

(Annexure to the tender notice No.- 2853-RD/MIS(Com)/5M-2/04(Pt.II) , Dated- 27/4/2018)

TERMS & CONDITIONS

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

Panchayats & Rural Development Department Joint Administrative Building (6th to 9th Floor), Sector – III, Block-HC-7, Salt Lake, Kolkata- 700106, Government of West Bengal, invites sealed 'Expression of Interest' for procurement and installation of 03 nos. of LaserJet Multifunction Printer(MFP) and also for procurement of 05 nos. of 16GB Pen Drive (Sandisk/hp/Transcend make) at its address.

- 1) **PAYMENT:-** 100% cost of all the items shall be paid on successful installation and functioning of the items.
- 2) **WARRANTY:-** The Agency should be capable of undertaking proper maintenance support for the entire period **as per OEM** at the site of Installation and have to attend the site within 3-4 hours of intimation.
 - 1) **Submission of EOIs:** The sealed Expression of Interest (EOI) must be dropped in the Tender Box to be kept for this purpose at the Computer Cell of this Office (Room No. 9B, at 9th Floor) by **2:30 P.M. on 10/5/2018**. 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.
- 2) **Opening:** - The Expression of Interest of the Agencies will be opened on **10/5/2018 at 3:00 P.M.** in presence of intending bidders or their authorised representatives.
- 3) 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.**
- 4) **Technical Evaluation:-** Technical evaluation of the bids shall be done on the following parameters: -
 - a. Company's engagement records in 2 to 3 Government Departments/Big organizations is desirable.
 - b. The firm must be registered under GST and must has registration certificate for firms' registered or Trade License as well as latest P. Tax and Income Tax clearance certificate [Xerox copies of all the certificates are to be enclosed alongwith the tender-bid and original certificates have to be produced at the time of opening of tender/ Expression of Interests (EOIs)].
- 5) **The tenderer must also note:-**
 - i) Brand, Model no. & Warranty period for all the hardware has also to be mentioned in the tender bid.
 - ii) No part tendering will be considered as valid.


(N. Dasgupta)
Special Secretary

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SPECIFICATION OF MFP PRINTER

Laser Multifunction Printers (Print, Scan, Copy)	
Speed	Up to 18 ppm or Higher
Technology	Laser
Resolution	Black (best): Up to 600 x 600 dpi OR HIGHER
Print cartridges number	1 (black)
Standard print languages	PCL5c, PCL6, PS, PCL, PDF & others
Standard connectivity	Hi-Speed USB 2.0 port
Memory	8 MB or Higher
Processor speed	400 MHz or higher
Scanner type	Flatbed
Scan file format	JPEG, PDF, PNG
Compatible operating systems	Win 10 Pro(32-bit/64-bit); Windows 8.1 (32-bit/64-bit); Windows 8 (32-bit/64-bit), Windows 7 (32-bit/64-bit), Windows Vista (32-bit/64-bit), Windows XP (32-bit) (SP2 or higher); Driver only installs supported on: Windows Server 2008 (32-bit/64-bit), Windows Server 2003 (32-bit) (SP1 or higher), Windows Server 7/2008 R2 (SP1), Windows Server 2003 R2 (32-bit), Windows Server 2008 R2 (32-bit/64-bit);
Warranty	One-year limited warranty or as per OEM