

NOTICE INVITING QUOTATION

NIQ No2/2016-17(3rd call)

Date 26.09.2016

On behalf of the West Bengal Comprehensive Area Development Corporation, sealed quotations are invited by the Administrative Secretary, WBCADC from the manufacturer/ authorized distributor/ authorized dealers/ bonafide Suppliers for supply of materials as detailed below.

- 1a) Name of the materials to be supplied: - **Supply of Digital SLR Camera**
- b) Location of delivery: - **WBCADC (HQ), 6-A, Raja Subodh Mallick Square, Kol-13.**
- c) Time of completion of supply: - **7 (Seven) days from the date of Supply Order**
- d) Last date & time limit for submission: - **04.10. 2016 upto 2-00 P.M.**
of quotation paper
- e) Date & time for opening of the quotations: - **04.10. 2016 at 2-30 P.M**
(in presence of willing agents)
2. The intending quotationers may visit the location of supply before submission of their offers.
3. The intending quotationers will have to provide documentary evidence to prove their past experience for such supply (or of similar nature) without which offer submitted will be rejected.
4. Quotation documents shall consist of: -
 - a) This notice inviting quotation hereinafter will be referred to as the quotation notice.
 - b) Schedule of supply (Section –A).
5. A quotationer is to quote rates in figures as well as in words in the enclosed schedule of supply and quotationer should consider all charges, duties etc. upto the location of supply while quoting their rates.
6. The quotation shall clearly and legibly be written and the whole writing must be by the hand of the person signing quotation and with the same pen & ink. Failure to do so makes the tender invalid. Erasing or overwriting shall not be allowed. Corrections in the quotation should be avoided and if this becomes unavoidable, the entire quotation (and not a portion only) shall be scored out and signed (not simply initialed) by the quotationer in token of such cancellation. A fresh quotation one of the specified manner shall than be written correctly.
7. Complete quotation along with documents as per sl no 3 are to be placed in a cover duly signed in all pages and sealed with the name of the supply and address of the quotationers super scribed on the cover. The sealed cover containing the quotation documents is to be submitted within the specified date and time at 6-A, Raja Subodh Mallick Square(9th floor), Kol- 13. The offer will subsequently be opened at the same venue.
8. Complete quotation documents for submission of offer as well as subsequent use will be available in website
www.wbprd.gov.in and intending quotationers will have to download such documents directly from the said website. No hard copy in this regards will be provided to any quotationers under any circumstances.

9. If the day on which the quotation is due has been or is declared a closed holiday of Government offices under the Govt. of West Bengal, the offer shall remain open for acceptance till the same hour of the next working day.
10. No quotation will be deemed to be fit for consideration unless documents are fully and completely filled in. All information that may be asked from a quotationer must be unequivocally furnished. Any quotation which is incomplete or does not comply with the prescribed conditions or stipulations or containing vague and indefinite expression will be liable to rejection at the time of opening of quotations or during subsequent scrutiny.
11. Canvassing in connection with the quotation is strictly prohibited and the quotationers who resorts to this will render his tender liable to rejection.
12. A quotation once submitted shall not be withdrawn within a period of one month from the date of opening of quotation till the non acceptance of his offer is communicated to him by the authority.
13. The acceptance of the quotation will rest with the undersigned who does not bind himself to accept the lowest quotation and reserves to himself the authority to reject any or all the quotations received without assigning any reason thereof.
14. The supplier will have to keep himself in readiness to complete the supply within the target date as directed by the authority. In case the supplier fails to complete the supply within the specified time of 7 (seven) days from the date of issue of supply order, authority has the right to terminate his quotation and cancel the supply order.
- 15. The intending quotationers should submit their complete offer mentioning all relevant terms and condition clearly.**
- 16. The Camera along with its accessories should be brand new, unused, non-refurbished and original and conform to the description given in the schedule of supply.**
- 17. Payment will be made after successful supply of the article.**

Sd/-
ADMINISTRATIVE SECRETARY
WBCADC

Memo No.:100/003/24/02/ NIQ /302/1(7)

Dated. 22.09.2016

Copy to :-

- | | |
|--|---|
| 1) In-charge, Estab. Section,CADC(HQ). | (|
| 2) In-charge, Engg.Section.CADC(HQ) |) |
| 3-7)OIC—Bagnan/Boinchee/Gaighata/ | (|
| Deganga & Haringhata CADC Project. |)--- with a request to display the N.I.Q. on office
Notice Board for wide circulation. |

Sd/-
ADMINISTRATIVE SECRETARY
WBCADC

Section-A

Schedule for for supply of 1 (one) no Digital SLR Camera

Sl no	Description of Item	Quantity	Rate to be quoted(Rs)	Unit	Total Amount(Rs) to be quoted
1.	Supply of Digital SLR Camera 18.0 to 22.4 MP CMOS Sensor, 3 fps,9 to 11 point AF system, ISO Range-100 to 6400<12800 equivalent>, 3 image processor, Full HD video recording, 7.6 cm dot LCD screen with 8 to 16 GB SD card, carry case and Standard accessories. Make:- Nikon/ Canon/ Sony etc.	1(one) no		Each	

Rupees in Words:-

Name of the Quotationer

Sign. of the Quotationer

Address

with seal