

GOVERNMENT OF WEST BENGAL  
IRRIGATION & WATERWAYS DIRECTORATE  
*Office of the Sub-Divisional Officer*  
TEESTA MECHANICAL SUB-DIVISION-I  
TEESTA MECHANICAL YARD  
Fulbari, Jalpaiguri, W.B.-734015  
Email Id- [ae.tmsd1@gmail.com](mailto:ae.tmsd1@gmail.com)

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NOTICE INVITING QUOTATION

NIQ NO. 01 OF 2016-17 OF S.D.O./TMSD –I

**Memo No:-123/N-1**

**Dated :- 27/06/2016**

Sealed quotation is hereby invited by the Assistant Engineer/S.D.O., Teesta Mechanical Sub Division- I, on behalf of the Executive Engineer, Teesta Mechanical Division, from the bonafied and resourceful agencies having sufficient experiences in execution of similar type of works of similar magnitude more or less and will be received by the S.D.O, Teesta Mechanical Sub Division- I, Fulbari, Jalpaiguri-734015.

- a) Name of work:- Annual maintenance & repair of 04 nos Desktop Computers, 03 nos Printers and 01 no Xerox Machines in different section or Sub Division of Teesta Mechanical Division at Fulbari, Jalpaiguri-734015 during the year 2016-17.
- b) Stipulated Period:- one (01) Year
- c) Last date of Application:- 04/07/2016 upto 14.00 Hrs (IST)
- d) Last date of receiving quotation paper:- 07/07/2016 upto 14:00 Hrs (IST)
- e) Date & time of opening quotation paper:- 07/07/2016 at 15:00 Hrs (IST)

**Terms and Conditions**

- 1) The contractor who have been delisted or debarred by any Government Department shall not be eligible in any way.
- 2) The participant must have sufficient knowledge about software and hardware of computers. If it is a firm, it should have salaried technician. Necessary certificates/ documents, regarding knowledge about software and hardware of computers, have to be attached with the quotation.
- 3) The offered rate shall be deemed to cover all incidental charges.
- 4) The intending applicants shall have to produce copy of valid PAN card, VAT Registration certificates, Trade License and credential in support of his past experience which are required to be produced when called for.
- 5) Quotationers does not fulfil any of the condition specified above or incomplete in any respect shall be treated as informal and will be liable to be summarily rejected.
- 6) Payment will be made quarterly by the Executive Engineer, Teesta Mechanical Division, subject to availability of fund.
- 7) No mobilization /secured advance will be allowed.
- 8) The acceptance of the quotation will rest upon the appropriate authority who does not bind himself to accept the lowest quotation & reserve the right to reject any or all the quotations without assigning any reason. The quotation will be open on the specific date and time in presence of the intending Quotationers.

- 9) The rate should be quoted in figure as well as in word and it will be per month basis for the year 2016-17.
- 10) The successful Quotationer must render his/her service or should provide technical person, as the need be, to this department for giving service throughout the year including holidays. The technical person must report to the undersigned or to concerned Sub Assistant Engineer, as and when required and/or at least once in a month during office hours.
- 11) Price escalation clause will not be admissible.
- 12) Any kind of software oriented works will be covered under this contract.
- 13) The successful quotationers will have to deposit earnest money @ 2% of the estimated amount at the time of executing formal agreement as per Govt. rules. Anybody desirous of exemption from depositing Earnest Money is to furnish, self attested copy of document exempting him from depositing Earnest Money before executing formal agreement. (if applicable).
- 14) The agreement may be terminated from either side prior one month notice.

Sd/-  
(Manisha Kundu)  
Assistant Engineer/S.D.O.  
Teesta Mechanical Sub Division- I  
Fulbari, Jalpaiguri.

**Memo No:-**

**Dated :- 27/06/16**

Copy submitted for information and wide circulation to:-

1. Superintending Engineer, North Bengal Mechanical & Electrical Circle, Tinbatti, Siliguri.
2. Executive Engineer, Teesta Mechanical Division, Fulbari, Jalpaiguri.
3. Executive Engineer, DVC Study Cell, Jalasampad Bhawan, Salt Lake, Kolkata-91, with request to publish this NIQ in departmental website.
4. Sub-Divisional Officer, Teesta Mechanical Sub Division-II, Fulbari, Jalpaiguri.
5. Sub-Divisional Officer, Teesta Mechanical Sub Division-III, Fulbari, Jalpaiguri.
6. Divisional Accounts Officer, Teesta Mechanical Division.
7. Estimating Section. Teesta Mechanical Division. Fulbari Jalpaiguri.
8. Notice Board.

Sd/-  
(Manisha Kundu)  
Assistant Engineer/S.D.O.  
Teesta Mechanical Sub Division- I  
Fulbari, Jalpaiguri.