

**GOVERNMENT OF WEST BENGAL
IRRIGATION & WATERWAYS DIRECTORATE
OFFICE OF THE DIRECTOR
RIVER RESEARCH INSTITUTE, WEST BENGAL.
HARINGHATA CENTRAL LABORATORY
MOHONPUR, NADIA-741246
Ph. (033)2252-3723/3738**

NOTICE INVITING QUOTATION

N.I.Q. No. 10 of 2016-17 of S.D.O.-I

Memo No.:- 889

Date:- 06.03.2017

Sealed quotations are invited by the SDO-I, RRI, HCL as verbal order of the higher authority from reliable resourceful Bonafide agencies having experience in similar nature of job.

Name of the work: “Supply and Installation of 2 (two) nos. digital photocopy machine, latest model with all in one, for River Research Institute, Haringhata Central Laboratory, Mohanpur Nadia, for the year 2016-17.”

Quotationers should declare detailed specification of the machine and it possess acceptance test facilities at the place of inspection. The maintenance should be carried out by the quotationer upto 1(one) year from delivery at his own cost. Intending quotationers may have prescribed forms, notice & other particulars for the above works from the office of the undersigned as per the following schedule.

Sl. No.	Particulars	Date	Time
1.	Last date & time for submission of prayer for issue of quotation paper	14.03.2017	Up to 16.00 Hrs.
2.	Date of issue of quotation papers	15.03.2017	Up to 16.00 Hrs.
3.	Last date of receiving quotation papers	16.03.2017	Up to 15.00 Hrs.
4.	Date and time for opening quotation	16.03.2017	At 15:30 Hrs.

Note: Preferable brands for procurement are Xerox, Canon, Sharp, Samsung etc. Company.

Terms and Conditions:

1. All quotationers will submit their quotations in printed schedule attached.
2. The intending quotationer must quote the rate clearly both in words & figures.
3. The rate should be inclusive all taxes & also delivery charges including fitting & fixing proper position wherever applicable.
4. The quotationers are requested to submit all the requisite documents such as , latest p-Tax Clearance, VAT Clearance, Trade License, Valid IT PAN etc. at time of submission of the application , without which it will be treated informal.
5. Intending quotationers should apply for quotation papers in their respective letter heads enclosing self attested copies of the documents.
6. No conditional Offer/Proposal shall be accepted and deemed as informal.
7. Any material not up to standard quality & satisfaction shall be replaced.
8. The work will be completed within the 10 working days from the date of the issue of work order.
9. The quotationer may remain present at the time of the opening of the quotation.
10. The lowest quotation shall have to execute a formal agreement within 7 working days from the date receipt of work order.
11. Lowest quotationer shall have to deposit requisite amount of earnest money at the time of execution of formal agreement.
12. The Quotation Inviting Authority reserves the right to reject any quotation & or cancel the quotation without citing any whatsoever.

*Sub-Divisional Officer-I
River Research Institute,
HCL, Mohanpur, Nadia
Govt. of West Bengal*

Copy for information to the:

1. The Superintending Engineer, Investigation & Planning Circle-II, I & W Dte., Jalsampad Bhawan, Bidhannagar, Kolkata-700091.
2. The Director, River Research Institute, Haringhata Central Laboratory, Mohonpur, Nadia-741246.
3. The Executive Engineer (S.D.P.), R.R.I., H.C.L., Mohonpur,
4. The Executive Engineer & Nodal Officer, e-governance, I&W Dept. (DVC Study Cell), for uploading the Notice in our dept. Website.
5. S.D.O.-II, R.R.I., H.C.L., Mohonpur, Nadia
6. Divisional Accountant, R.R.I., H.C.L., Mohonpur, Nadia.
7. Divisional Estimator, R.R.I., H.C.L., Mohonpur, Nadia.
8. Notice Board, R.R.I., HCL.
9. Cashier, R.R.I., W.B., Kolkata.

*Sub-Divisional Officer-I
River Research Institute,
HCL, Mohanpur, Nadia
Govt. of West Bengal*

GOVERNMENT OF WEST BENGAL
IRRIGATION & WATERWAYS DIRECTORATE
OFFICE OF THE DIRECTOR
RIVER RESEARCH INSTITUTE, WEST BENGAL.
HARINGHATA CENTRAL LABORATORY
MOHANPUR, NADIA-741246
Ph. (033)2587-2233/2222

N.I.Q. No. 10 of 2016-17 of S.D.O.-I

Schedule Of Items

(To be filled in by the quotationer)

1. (a) Name of the quotationer/ owner/ firm. :

(b) Full Postal Address with Phone No. :

ITEM NO.	DESCRIPTION OF ITEM	UNIT	QTY.	RATE (Rs.)	TOTAL AMOUNT (Rs.)
1.	<p><u>Colour Laser Multifunctional Device (Reader / Printer Desktop)</u></p> <p>1. Maximum Original Size – A3 2. Scan resolution- 600x600dpi 3. Copy resolution- 600x600dpi 4. Print resolution- 1200x1200dpi 5. Copy/Print Speed- 20/20ppm(A4) - 15/15ppm (A3) 6. Multiples Copies/Prints- 1 to 999 7. CPU- 1.66GHz 8. Memory- 2GB RAM 9. Hard Disk Drive- 250 GB 10. Interface- Ethernet 10Base-T / 100Base-TX / 1000Base-T (RJ-45) 11. Toner Yield(A4, 5% coverage)- Black: 36,000 Yellow / Magenta / Cyan: 19,000 12. Drum Yield- Black:- 69,000 Colour - Y,M,C:- 54,000 13. <u>Print Specification:</u> Resolution--1200 x 1200dpi Network Protocol-- TCP/IP (LPD / Raw / IPP / IPPS / FTP /WSD / SMB), IPv6, AppleTalk File Format-- TIFF, JPEG, PDF, XPS, Compact PDF/XPS, PDF/A-1b, Optimize PDF for Web Supported OS-- Windows XP, Windows Vista, Windows 7, Windows 8, Windows 8.1 & others.</p>	No.	1		

2	<u>B / W Laser Multifunctional (Reader / Printer Console)</u> 1.Maximum Original Size –A3 2.Scan resolution- 300x300dpi 3.Copy resolution- 600x600dpi 4.Print resolution- 600x600dpi 5.Scan Features- TWAIN, WIA compatible 6.Copy speed - 20ppm(A4) 15ppm (A3) 7.Memory- 128MB 8.Processor speed- 400MHZ 9.Interface- Ethernet 100BASE-TX / 10BASE-T 10.Network Protocol-- TCP/IP v4/v6 11.File Format-- TIFF, JPEG, PDF, XPS, Compact PDF/XPS, PDF/A-1b, Optimize PDF for Web 12. OS compatibility -- Windows 8.1 / 8 / 7 / Vista / XP / 2000 & others.	No.	1		
---	---	-----	---	--	--

Note: Preferable brands for procurement are Xerox, Canon, Sharp, Samsung etc. Company.

I/ We do hereby agree to execute the work amounting to Rs.....
(Rupees.....)

Signature of the Quotationer with seal