



GOVERNMENT OF WEST BENGAL
IRRIGATION & WATERWAYS DIRECTORATE
INVESTIGATION & PLANNING DIVISION (SOUTH)
3RD Floor, Jalasampad Bhawan, Salt Lake, Kolkata-91

NOTICE INVITING QUOTATION
NIQ NO. EE/IPDS/22/2017-18

Memo No.10-15/1114

Dated : 03/11/2017

Sealed quotation is hereby invited by the Executive Engineer-I, Investigation & Planning Division(South), Irrigation & Waterways Directorate, Jalasampad Bhawan, Salt-Lake City, Kolkata-91 from the bonafide reliable and resourceful agency for "Comprehensive annual maintenance contract for desktop computers, printers and scanners installed at different offices of the I.&W.Deptt. &I.&W.Dte at Jalasampad Bhawan ,Salt Lake,Kolkata-91." as per specification mentioned in attached schedule of items. Intending quotationers are required to apply for quotation paper to the undersigned enclosing all papers satisfying the eligibility criteria as given below :

Eligibility criteria :

- 1.The quotationer having experience of dealing with similar type of work in any Government/Government undertaking/Public sector, Zilla Parishad etc [Agency has to furnish self attested copy of such supply order/completion certificate etc] will be preferable.
- 2.The intending quotationer should apply for quotation papers in respective Letter Heads enclosing self attested photocopies of valid Trade License , PAN , valid PT, GST registration , IT etc. as applicable.

Time schedule of quotation

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|--|------------------------------------|
| 1) Last date & time of receiving application: | 13.11.2017 up to 2:00 p.m. |
| 2) Last date & time of collecting quotation paper: | 14.11.2017 up to 4:30 p.m. |
| 3) Last date & time of receiving quotation paper: | 16.11.2017 up to 4:30 p.m. |
| 4) Date & time of opening quotation: | 17.11.2017 after 12:30 p.m. |

Terms and Conditions :

- 1) The schedule of item and other documents are to be collected by the eligible quotationer free of cost from the office of the Executive Engineer-I, Investigation & Planning Division(South) at Jalasampad Bhawan, Salt-Lake City, Kolkata-91
- 2) The eligible quotationers should quote their rate both in figures and in words. Any correction in the rates must be duly signed by the quotationers and each page of the schedule of items are to be signed by the quotationer along with his seal.
- 3) No quotation paper will be submitted by post / e-mail / fax
- 4)No quotation paper will be issued after expiry of date and time mentioned above.
- 5)Duly filled up sealed quotation as supplied from this office is to be submitted with a forwarding letter to the office of the undersigned.
- 6)Accepting Authority i.e. The Superintending Engineer, Investigation & Planning Circle-I, I.&W. Directorate, reserves the right to accept or reject any or all quotations without assigning any reasons whatsoever.
- 7) Informal / conditional quotation is liable to summarily rejected.
- 8)Any letter or other instrument submitted separately in modification of sealed quotation may not be entertained.
- 9)The successful quotationer will have to execute a formal agreement in **WBFR No. 2911** with this office.


Executive Engineer-I
Investigation & Planning Division (South)

Copy forwarded for favour of information and necessary action to:

- 1) The Superintending Engineer I.&P. Circle-I, Irrigation & Waterways Directorate.
- 2) The Executive Engineer, DVC Study Cell & Nodal officer e-Governance, I & W Dte. requested to upload the NIQ in the Departmental website at the earliest.
- 3) The Sub-Divisional officer, I&P Sub -Division No. I / II /III. For wide circulation.
- 4) The Divisional Accounts officer, I&P Division (South).
- 5) The Estimating branch, I&P Division (South)
- 6) Notice Board of Division Office.

[Handwritten Signature]
03/11/17

Executive Engineer-I
Investigation & Planning Division (South)