



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

**NOTICE INVITING QUOTATION**  
**NIO NO. EE/IPDS/32/2017-18**

**Memo No.10-15/1340**

**Dated : 22/12/2017**

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 operational functioning, up keeping and servicing of photocopiers at various offices of 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[for minimum nine (09) photocopiers in a single work order within last three years] in any Government/Government undertaking/Public sector, Zilla Parishad etc only may apply against this quotation and quotationer has to furnish self attested copy of such work order & completion certificate against that work.

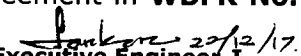
2.The intending quotationer should apply for quotation papers in respective Letter Heads enclosing self attested photocopies of valid Trade License ,PAN card ,P.Tax ,GST registration ,I.Tax etc. as applicable.

**Time schedule of quotation**

- |  |                                    |
|--|------------------------------------|
| 1) Last date & time of receiving application:      | <b>29.12.2017 up to 2:00 p.m.</b>  |
| 2) Last date & time of collecting quotation paper: | <b>03.01.2018 up to 4:30 p.m.</b>  |
| 3) Last date & time of receiving quotation paper:  | <b>04.01.2018 up to 4:30 p.m.</b>  |
| 4) Date & time of opening quotation:               | <b>05.01.2018 after 12:30 p.m.</b> |

**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)

**Memo No. 10-15/1340/1(8)**

**Dated : 22/12/2017**

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.
- 3-5) The Sub-Divisional officer, I&P Sub -Division No. I / II /III. for wide circulation.
- 6) The Divisional Accounts officer, I&P Division (South).
- 7) The Estimating branch, I&P Division (South)
- 8) Notice Board of I.&P [South] Division Office.

  
**Executive Engineer-I**  
**Investigation & Planning Division (South)**