



Government of West Bengal

Irrigation & Waterways Directorate
Office of the **EE** / Bidyadhari Drainage Division
Bidyadhari Drainage Division
Taki Road, Barasat, Kolkata 700124

NOTICE INVITING QUOTATION: 02 of EE/BDD.OF 2018-19

Memo no-...843...

Dt:..13.07.18....

Sealed Quotation in plain paper in the company Pad are hereby invited by the Executive Engineer, Bidyadhari Drainage Division from reliable and resourceful manufacturer/Dealers/Suppliers/agency for the following Work:

Name of Work : " Supplying a Photocopier machine of Branded Model and Company which has a specification of copying, printing in Black and white, Scan in colour, Minimum speed of 20 PPM, Networking Facility , Duplex , sorting and printing in A3 and below size along with fitting the same with swan network at Bidyadhari Drainage Division".

- 1) Last date for issuing blank bid sheet:- 20.07.18 upto 14.00 hr
- 2) Last date for receiving quotation:- 23.07.18 upto 14.00 hr
- 3) Date of opening quotation:- 23.07.18 upto 15.00 hr

Terms and Condition:-

- 1) The authority accepting the quotation reserves the right to accept / reject any or all of the quotations without assigning any reasons thereof.
- 2) The Quotationer have to submit their GSTIN along with the Bid sheet.
- 3) The Quotationer have to submit their trade license, Pan Card along with the Bid sheet.
- 4) Executive Engineer, Bidyadhari Drainage Division, Barasat, North 24 Parganas, will issue the supply order to the successful quotationer.
- 5) The quotationer should submit the quotation as in supplied blank bid sheet with and without replacement of Old Canon Photocopier Machine (IR2018N) in a Pad separately.
- 6) The quotation will be treated following the GST Rules.
- 7) The Quotationer have to submit their bid in Company or Dealership Pad.
- 8) The Quotationer have to submit the full specification booklet of the machine taken into account.
- 9) On Being the lowest bidder and after supply of the machine if any fault arises within one month the bidder have to replace the same with a fresh one.
- 10) Agreement should be done through 2908 which will be supplied by the division free of cost.

Executive Engineer
Bidyadhari Drainage Division
Taki Road Barasat

[Signature]
13-03-18

[Signature]
13/07/18