



**GOVT. OF WEST BENGAL
IRRIGATION & WATERWAYS DIRECTORATE
OFFICE OF THE
EXECUTIVE ENGINEER
Ganga Anti Erosion Division No II
Berhampore, Murshidabad**

NOTICE INVITING QUOTATION

N.I.Q.No.02/EE/GAED-II OF 2018-19 Dated- 27.08.2018

Sealed quotation is invited by the undersigned from reputed agencies/ owners/suppliers for the work: - **"Supplying and installation of 1 (one) no. Laser jet printer of Brand Cannon (Model: 2204 N) including connection of the same in network for the office of the Executive Engineer, Ganga Anti Erosion Division No II, Berhampore, Murshidabad."**

Terms and Conditions

- 1) The quotation subscribing the name of work on the top of sealed cover will be received upto 2.00 P.M. on 05.09.18 in the office of the Executive Engineer, Ganga Anti Erosion Division No-II, Berhampore, Murshidabad as per specification enclosed and which will be opened on the same date at 3.00 P.M. and onwards.
- 2) The specifications of the supply are given against the item. The other terms and conditions are given below.
Quotation duly accompanied with the (i) Sale Tax clearance certificate, (ii) Professional Tax clearance certificate, (iii) GST registration certificate, (iv) PAN Card & (v) Trade Licence will be received by the undersigned in the above mentioned office along with the application.
The intending Quotationers or his authorized representatives may remain present at the time of opening of the Quotation.
- 3) The rate should be quoted in each unit rate and total amount put in the amount column in words and figures including of all the Taxes in attached prescribed proforma. No Tax will be borne by the department separately.
- 4) Payment terms: No advance payment would be made. Only those suppliers are requested to send their quotations which are willing to abide by the payments terms indicated earlier. Payment will be made as per availability of fund.
- 5) Delivery: Only those suppliers which have ready stock and in a position to delivery within 7 (seven) days of the issue of the supply order, are requested to submit their quotation. The materials as per specification are to be delivered at **Ganga Anti Erosion Division No II, Berhampore, Murshidabad, West Bengal.**
- 6) The items should be of standard quality and approved make as mentioned herein and should conform to the relevant specification.
- 7) The items which are not supplied as per requirement/specification will be rejected and no payment will be made for the reason.
- 8) The nos./ Quantities of items indicated are liable to be changed and no claim thereof will be accepted.
- 9) The acceptance of quotation will be rest upon the Superintending Engineer, North Irrigation Circle-II, Berhampore, Murshidabad, who does not bind himself to accept the lowest Quotation and reserve the right of accepting or rejecting any quotation or all quotations without assigning any reason to exercise his power will be favourable to the Govt. without assigning any reasons.
 - a) In case of any dispute the decision of Superintending Engineer, North Irrigation Circle-II, Berhampore, Murshidabad will be final and binding upon the supplier.
 - b) Canvassing in any form is strictly prohibited any quotation submitted by the supplier who resort the

canvassing will be liable to rejection.

- 10) The supply items should be supported with a delivery challan referring which the follow up action will be taken.
- 11) If the date of dropping and opening of quotation falls holiday / Bandh etc., the quotation will be dropped / opened on the next working day.
- 12) The undersigned will not be responsible for any loss or theft during the carrying period of materials (i.e. from receiving of the required materials to the office of the undersigned during office hours).

Sd/-

Executive Engineer
Ganga Anti Erosion Division No II
Berhampore, Murshidabad

Memo No. 677/1(4)

Dated: 27.08.2018

Copy forwarded for information and further circulation to the:-

- i) Superintending Engineer, North Irrigation Circle-II, Berhampore, Murshidabad.
- ii) S.D.O.Ganga Anti Erosion Sub-Division No-V, Berhampore, Murshidabad.
- iii) Account Section /Estimating Section, Ganga Anti Erosion Division No-II, Berhampore, Murshidabad.
- iv) Notice Board of this Division.

Sd/-

Executive Engineer
Ganga Anti Erosion Division No II
Berhampore, Murshidabad

PRESCRIBED PROFORMA

Name of work:- Supplying and installation of 1 (one) no. Laser jet printer of Brand Cannon (Model: 2204 N) including connection of the same in network for the office of the Executive Engineer, Ganga Anti Erosion Division No II, Berhampore, Murshidaba

NIQ No- 02 of EE/GAED-II of 2018-19

Sl. No.	Description of items	Quantity	Unit	Rate (To be quoted by the quotationer including all taxes)	Amount (To be quoted by the quotationer)
1	"Supply of 1 (One)no. Xerox machine (Canon)." Specification: Device - image RUNNER 2204N, Model 2204N, Type A4 Monochrome Multifunctional Device (Reader/Printer Desktop, Copy/Print Speed A4:22ppm, A3:11ppm, Warm-up Time 13 seconds, Recovery from Sleep mode 4.3 seconds, Memory 512MB, Dimension (WxDxH) 622mmx605mmx607mm, Weight 35.5kg, Power Supply 220-240V AC, 50/60Hz, 2.7A, Max Power Consumption 1.5kWh, Toner Yield (A4,6% coverage 10200 sheets, Drum Yield 61700sheetS, Print Resolution 600x600dpi, Paper Handling Paper sizes Cassette 1 A3, B4,A4, India- LGL, FOOLSCAP, Cassette 2 A3, B4, A4				
	(Rupees.....) only	Total			

Sd/-
Executive Engineer
Ganga Anti Erosion Division No II
Berhampore, Murshidabad