

GOVERNMENT OF WEST BENGAL  
IRRIGATION & WATERWAYS DIRECTORATE  
*Office of the Sub-Divisional Officer*  
TEESTA MECHANICAL SUB-DIVISION-I  
TEESTA MECHANICAL YARD  
Fulbari, Jalpaiguri, W.B.-734015  
Email Id- [ae.tmsd1@gmail.com](mailto:ae.tmsd1@gmail.com)

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NOTICE INVITING QUOTATION

NIQ NO. 02 OF 2018-19 OF S.D.O./TMSD –I

**Memo No:-120/N-1**

**Dated :- 31/08/18**

Sealed quotation is here by invited by the Assistant Engineer/S.D.O., Teesta Mechanical Sub Division- I, on behalf of the Governor of the State of West Bengal from the bonafied and resourceful agencies having sufficient experiences in execution of similar type of works of similar magnitude more or less and will be received by the S.D.O, Teesta Mechanical Sub Division- I, Fulbari, Jalpaiguri-734015.

**Name of work:-** Annual maintenance & repair of Desktop Computers with allied accessories, Printers, scanner, Xerox Machines and fax machine in the offices of NBMEC, TMD and its three Sub Divisions etc.

- a) Last date of application: 10.09.2018 upto 16.00 PM
- b) Last date of issue of schedule : 12.09.2018 upto 15.00PM
- c) Last date and time of receiving quotation in sealed cover in the office of the undersigned: Up to 14:00 hr. on 14.09.2018.
- d) Date and time of opening of quotation: At 15:00 hr. on 14.09.2018. in presence of quotationers at the office of the undersigned

Details of required: - As per enclosed schedule of work.

**Terms and Conditions**

- 1) The participant must have sufficient knowledge about software and hardware of computers. If it is a firm, it should have salaried technician. Necessary certificates/ documents, regarding knowledge about software and hardware of computers, have to be attached with the quotation.
- 2) The contractor must have his valid PAN Card details, GST Registration certificates Trade License and credential in support of his past experience which are required to be produced when called for. Failure of the above may be treated as informal/ cancellation of the quotation without further reference in the matter.
- 3) Quotationers does not fulfil any of the condition specified above or incomplete in any respect shall be treated as informal and will be liable to be summarily rejected.
- 4) Payment will be made quarterly by the Executive Engineer, Teesta Mechanical Division, subject to availability of fund.
- 5) No mobilization /secured advance will be allowed.
- 6) The acceptance of the quotation will rest upon the appropriate authority who does not bind himself to accept the lowest quotation & reserve the right to reject any or all the quotations without assigning any reason. The quotation will be open on the specific date and time in presence of the intending Quotationers.
- 7) The rate should be quoted in figure as well as in word and it will be per month basis.
- 8) The successful Quotationer must render his/her service or should provide technical person, as the need be, to this department for giving service throughout the year including holidays. The technical

person must report to the undersigned or to concerned Junior Engineer, as and when required and/or at least once in a month during office hours.

- 9) Price escalation clause will not be admissible.
- 10) If for any unavoidable reasons the quotation cannot be opened on the fixed date and hours mentioned in this NIQ, revised date and time of opening of the quotation will be notified and hung up in office notice board of the undersigned.
- 11) Any kind of software oriented works will be covered under this contract.
- 12) The successful quotationer shall have to be executed formal agreement in West Bengal Form No- 2911 which will be applicable after depositing earnest money @ 2.00% (Two percent) over quoted amount in the shape of Pay order/ Bank Draft etc. as per rule duly pledged in favour of the Executive Engineer, Teesta Mechanical Division, Irrigation and Waterways Directorate, Fulbari, Jalpaiguri within 7 (Seven) days from the date of issue of work order failing which the accepted quotation is liable to be treated as cancelled. .
- 13) The agreement may be terminated from either side prior one month notice.
- 14) The contractor who have been delisted or debarred by any Government Department shall not be eligible in any way.

Sd/-  
Assistant Engineer/S.D.O.  
Teesta Mechanical Sub Division- I  
Fulbari, Jalpaiguri.

**Memo No:-**

**Dated :-**

Copy submitted for information and wide circulation to:-

1. Superintending Engineer, North Bengal Mechanical & Electrical Circle, Tinbatti, Siliguri.
2. Executive Engineer, Teesta Mechanical Division, Fulbari, Jalpaiguri.
3. Executive Engineer, DVC Study Cell, Jalasampad Bhawan, Salt Lake, Kolkata-91, with request to publish this NIQ in departmental website.
4. Sub-Divisional Officer, Teesta Mechanical Sub Division-II, Fulbari, Jalpaiguri.
5. Sub-Divisional Officer, Teesta Mechanical Sub Division-III, Fulbari, Jalpaiguri.
6. Divisional Accounts Officer, Teesta Mechanical Division.
7. Estimating Section. Teesta Mechanical Division. Fulbari Jalpaiguri.
8. Notice Board.

Sd/-  
Assistant Engineer/S.D.O.  
Teesta Mechanical Sub Division- I  
Fulbari, Jalpaiguri.