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**GOVERNMENT OF WEST BENGAL**  
**OFFICE OF THE EXECUTIVE ENGINEERS**  
**LOWER DAMODAR CONSTRUCTION DIVISION**  
IRRIGATION AND WATERWAYS DIRECTORATE  
FULESWAR, ULUBERIA, HOWRAH, W.B.- 711316

Memo no.1583

Dated.02/11/2020

**NOTICE INVITING QUOTATION NO:-02/EE-I/LDCD OF 2020-21**

Sealed Quotations are hereby invited from the bonafied agencies for offering rates on prescribed proforma attached with the NIQ for following work and as per following terms and conditions as laid down hereafter:

**Name of Work:-“Annual Maintenance of all Computers/Laptop, Printers & Accessories in the Office of the Executive Engineer-I,LDC Division, Sub-Divisional Officer, Howrah Drainage Sub-Division & Sub-Divisional Officer, , Lower Damodar Construction Sub-Division-IV during the year 2020-21”**

The quotation will be received in the office of the undersigned upto **2:00 pm on 10/11/2020** and will be opened at **4:00 pm** on the same date.

The interested agencies are requested to go through the terms and conditions before quoting their rates.

The maintenance work should be completed within 365 (Three Hundred Sixty Five) Days from the date of issue of Work Order.

**TERMS AND CONDITIONS:-**

- 1) Valid attested Xerox copies of Income Tax,PAN,P.Tax,GST,Trade License issued by the appropriate authority are to be enclosed along with quotation, failing of which the quotation will be liable to be rejected.
- 2) The Department will not be bound to provide the work to the lowest or any other quotationer and any claim in this respect later will not be entertained.
- 3) No conditional /incomplete rate will be accepted under any circumstances.
- 4) The quotationer should quote their rates in figures as well as words including GST & all taxes.

**Sd/- R. Chatterjee**

**Executive Engineer-I**  
**Lower Damodar Construction Division**

Memo No.1583/1(4)

Dated:-02/11/2020

- 1) Superintending Engineer,Western Circle-I,I & W Directorate,Jalasampad Bhawan,Salt Lake City,Kolkata-91
- 2) Executive Engineer-II,Lower Damodar Construction Division,Fuleswar,Uluberia,Howrah.
- 3) SDO/LDC Sub-Division-IV/Howrah Drainage Sub-Division.
- 4) Notice Board of this office.

  
**Executive Engineer-I**  
**Lower Damodar Construction Division**

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02/11/20

**SCHEDULE OF ITEM FOR NOTICE INVITING QUOTATION NO:-02/EE-I/LDCD OF 2020-21**

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Sl No.	Name of the Item to be supplied	Quantity	Rate per Set/Unit	Rate Quoted (In figures & works) Including GST
1	Annual maintenance, formatting, installation of software etc of Desktop computer/Laptop of any make including Monitor,etc. including all spares [Except picture tube,Hard disk,EHT of monitor and consumable items] including cost of technical person as per direction of the E.I.C.(including GST & Cess)	20		
2	Annual maintenance of Printers of any make including cost of technical person as per direction of the E.I.C (without spares) (including GST & Cess).	11		

*02/11/20*  
*02/11/20*  
**Executive Engineer-I**  
**Lower Damodar Construction Division**