

GOVT. OF WEST BENGAL
IRRIGATION & WATERWAYS DIRECTORATE
OFFICE OF THE SUB-DIVISIONAL OFFICER,
KAMAKHYAGURI (I) SUB-DIVISION, ALIPURDUAR

Memo no- 120

Date: - 22/05/2023

Notice inviting Quotation No-01/SDO-KMG of 2023-24

Sealed quotation in prescribed proforma are hereby invited from willing bonafide agencies / outsiders for the work “**Supply and installation of CPU, Keyboard, mouse etc. in subordinate offices under the office of the Executive Engineer, Alipurduar(I) Division inclusive of all individual charges, taxes etc., complete.**”

The quotation will be received to the office of the undersigned up to 14.00 Hrs on 30/05/2023 which will be opened on the same day after 14.30 Hrs in presence of the quotationers or their authorized representative who are available at that time. The rate should be quoted in quotation both in figures and words.

Accepting authority does not bind himself to accept the lowest or any other quotation and reserve to himself the right to reject any or all the quotations without assigning any reason.

Time allowed for completion of work 01 (one) month.

The successful quotationer will have to complete the entire work within the stipulated time from the date of commencement. Submission of quotation by Post is not allowed.

The successful quotationers whose quotation will be accepted, will have to execute formal agreement as per rule by submitting the earnest money @ 2% (two percent) of the total value of quotation in the form no. 2911. Necessary documents such as Pan card, Income Tax, Trade license etc are to be produced at the time of application.

Before offering quotations, the intending quotationer should thoroughly verified himself with the proposed work by local inspection and all other relevant factors should be taken into consideration and also, it's mandatory that Service Engineer/ Technician must be visit within 02 (Two) hours of any working day after complaining.

All other normal terms and conditions of standard N.I.Q. will also be applicable. Payment will be made as per availability of fund.

The dates of quotation and items of works as follows: -

Last Date & Time of receiving application:	30/05/2023 up to 14.00 Hrs.
Last Date & Time of issuing quotation paper:	30/05/2023 up to 16.00 Hrs.
Last Date & Time of receiving quotation:	31/05/2023 up to 14.00 Hrs.,
Date & Time of opening quotation:	On & after 14.30 Hrs of 31/05/2023.

Place of dropping of quotation Documents: Office of the Sub-Divisional Officer, Kamakhyaguri Irrigation Sub-Division, Alipurduar

Quotation Accepting Authority: **Superintending Engineer, North-East Irrigation Circle -I, Debibari, Cooch Behar.**

Sl No	Description of item	Quantity	Unit	Rate (inclusive of all taxes)	Amount
1	Supply of TFT Monitor (HP/ASUS/LENEVO/SAMSUNG), 20" including cost of installation and fixing.	01	Each		
2	Supply, installation of CPU (HP/ASUS/LENEVO/SAMSUNG) core-i3 12 th Gen (8 GB DDR4/512 GB SSD/ Windows 11 Home.	02	Each		
3	Supply, installation and activation of antivirus software Quick heal Or other latest brand including necessary license papers valid for at least one year for each computer	06	Each		
4	Supply of Key Board and optical Scroll mouse combo set (HP/Dell/Logitech/Frontech/ Zebronics)	01	Each		
5	Supply of line interactive UPS of APC make (Frontech/Zebronics/Microtek)	02	Each		
6	Supply of Pen drive 64 GB or higher	02	Each		
				Total = Rs	

Sd/-

Sub-Divisional Officer
Kamakhyaguri Irrigation Sub-Division
Kamakhyaguri

Memo No. 120 /1(6)

Date . 22/05/2023

Copy for information to:-

- 1) The Superintending Engineer, North-East Irrigation Circle -I, Debibari, Cooch Behar.
- 2) The Executive Engineer, Alipurduar Irrigation Division, (I & W, Dte.) Alipurduar,
- 3)The S.D.O. Alipurduar(I) Sub-Division/Alipurduar Investigation Sub-Division.
- 4) The Divisional Accountant Officer, Alipurduar Irrigation Division.
- 5) Notice Board.

Sd/-

Sub-Divisional Officer
Kamakhyaguri Irrigation Sub-Division
Kamakhyaguri

Issued to:-

To

**Sub-Divisional Officer
Kamakhyaguri (I) Sub-Division
Kamakhyaguri.**

Name of the work: “Supply and installation of CPU, Keyboard, mouse etc. in subordinate offices under the office of the Executive Engineer, Alipurduar(I) Division inclusive of all individual charges, taxes etc., complete.”

Ref: - Your Notice Inviting Quotation No-01/ SDO-KMG of 2023-24

Sir,

In response to you mentioned quotation notice, I/we like to submit my rate quotation as furnished below. :-

Sl No	Description of item	Quantity	Unit	Rate (inclusive of all taxes)	Amount
1	Supply of TFT Monitor (HP/ASUS/LENEVO/SAMSUNG), 20" including cost of installation and fixing.	01	Each		
2	Supply, installation of CPU (HP/ASUS/LENEVO/SAMSUNG) core-i3 12 th Gen (8 GB DDR4/512 GB SSD/ Windows 11 Home.	02	Each		
3	Supply, installation and activation of antivirus software Quick heal Or other latest brand including necessary license papers valid for at least one year for each computer	06	Each		
4	Supply of Key Board and optical Scroll mouse combo set (HP/Dell/Logitech/Frontech/ Zebronics)	01	Each		
5	Supply of line interactive UPS of APC make (Frontech/Zebronics/Microtek)	02	Each		
6	Supply of Pen drive 64 GB or higher	02	Each		
				Total = Rs	

Yours faithfully,

Signature of the Quotationer