



MEMO NO: 2811

DATED :09/11/2023

**NOTICE INVITING QUOTATION NO : 01 /DPIU-HOWRAH/WBMIFMP OF 2023 – 2024**  
**FOR EXPRESSION OF INTEREST**

Sealed quotation are hereby invited from the agencies / companies / bonafied outsiders in their letter headed Pad to the Executive Engineer, Howrah Irrigation Division having experience and ability in similar nature of work for the work specified below;

**Name of work : “Annual Maintenance & Repair of all Computers, Printers & Copier Machine including peripherals installed at the office of the Executive Engineer, Howrah Irrigation Division, Onkarmal Jetia Road, PO- Botanical Garden, Howrah-711103 & Office of the Sub Divisional Officer, Lower Damodar Sub Division No-I, Mahisrekha & Office of the Sub Divisional Officer, Lower Damodar Construction Sub Division No.-III, Amta & Office of the Sub Divisional Officer, Trans Damodar Drainage Sub Division, Amta.”**

1. Date & time of dropping quotation paper with requisite documents : 30.11.2023 up to 2.30 PM
2. Place of receiving application : O/O the Executive Engineer, Howrah Irrigation Division
3. Date & time of opening quotation : 30.11.2023 at 3.00 PM
4. Quotation accepting authority : The Additional Project Director-IV , DPMU-II , Irrigation & Waterways Directorate

**Terms & Conditions :**

- 1) The rates shall be quoted in prescribed format both in figure & in word & shall be inclusive of all taxes and no extra rate will be entertained.
- 2) The quotation will be addressed to in favour of the the Executive Engineer, Howrah Irrigation Division, DPIU- Howrah, WBMIFMP.
- 3) This NIQ for EOI is invited for obtaining budget quotes for preparation of estimates. No conditional/incomplete rate will be accepted under any circumstances.
- 4) The Additional Project Director-IV , DPMU-II, I & W.Dte. reserves the right to accept or cancel any quotation without assigning reason what so ever.

Executive Engineer  
Howrah Irrigation Division  
DPIU-Howrah , WBMIFMP

**Memo No:2811/1**

Copy submitted for kind information to The Additional Project Director-IV, DPMU-II ,WBMIFMP, 9<sup>th</sup> Floor, Jalsampad Bhawan, Salt Lake City, Kolkata – 700 091.

**Date:09/11/2023**

Executive Engineer  
Howrah Irrigation Division  
DPIU-Howrah , WBMIFMP

**Memo No:2811/1/1(4)**

Copy forwarded for information to:-

1. The Sub Divisional Officer, Lower Damodar Sub Division-I, Uluberia, Howrah.
2. The Sub Divisional Officer, Trans Damodar Drainage Sub Division, Amta, Howrah.
3. The Sub Divisional Officer, Lower Damodar Construction Sub Division No-III, Ulughata, Howrah.
4. The Project Manager, Project Management Consultant, Tractebel Engineering Private Ltd., 9th Floor, Jalsampad Bhawan, Salt Lake, Kolkata-700091.

**Date:09/11/2023**

Executive Engineer  
Howrah Irrigation Division  
DPIU-Howrah , WBMIFMP

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Circulated vide memo No. 2811

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Sl. No.	Description of Items	Unit	Unit Rate(Incl of GST,Cess and all Taxes)	Unit Rate in Word:
1	Supply on site experienced software cum hardware technician during office hours on all working days for maintenance , formatting, installation of software, networking & internet connectivity (wired & wireless) etc of Dektop computer/Laptop of any make including monitor, printer , copier machine etc as per direction of EIC at Division office situated at onkarmal Jetia Road,Howrah, Lower Damodar Sub Division No-I, situated at Mahisrekha , Lower Damodar Construction Sub Division No.-III, situated at Amta & Trans Damodar Drainage Sub Division, situated at Amta.	One no		
2	Refilling of printer ink cartridge/ribbon /Toner cartridge including cost of spares, installation & testing as per direction of E.I.C. (Including G.S.T. & Cess) For Existing Printer	One no		

(All rates inclusive of GST , CESS & All Taxes )



Executive Engineer  
Howrah Irrigation Division  
DPIU-Howrah , WBMIFMP