



**OFFICE OF THE SUB-DIVISIONAL OFFICER**  
**IRRIGATION & WATERWAYS DEPARTMENT**  
**JALPAIGURI IRRIGATION SUB-DIVISION**  
**CLUB ROAD, JALPAIGURI**  
PH No 03561-230382  
E-mail: [jisdsdo@gmail.com](mailto:jisdsdo@gmail.com)  
**NOTICE INVITING QUOTATION**

**NOTICE INVITING Quotation NO: - WBIW/SDO/JISD/NIQ-01(m)/22-23**

1. Sealed Quotations are hereby invited by the Sub-Divisional Officer, Jalpaiguri Irrigation Sub- Division on behalf of the Governor of West Bengal from the Bonafied contractor and resourceful Firm for the work mentioned below as per Proforma given and will be received by the Sub-Divisional Officer, Jalpaiguri Irrigation Sub- Division, Club Road, Jalpaiguri

**2. Details of Work**

Comprehensive annual maintenance contract for computer, printer, scanner, fax, copier and office network under office of the Chief Engineer/North East, Superintending Engineer/North East Irrigation Circle-II, Executive Engineer/Jalpaiguri Division, Jalpaiguri Irrigation Sub-Division, Jalpaiguri Investigation Sub-Division, Maynaguri Irrigation Sub-Division, Banarhat Irrigation Sub Division and Malbazar Irrigation Sub-Division for the year of 2022-23.

SL NO	OFFICE NAME	DESKTOP	PRINTER, SCANNER, FAX	COPIER
1	Chief Engineer Office	7	7	1
2	Superintending Engineer Office	6	6	1
3	Executive Engineer Office	8	9	1
4	Jalpaiguri Irrigation Sub-Division Office	3	4	1
5	Jalpaiguri Investigation Sub-Division Office	2	2	----
6	Maynaguri Irrigation Sub-Division Office	2	2	----
7	Banarhat Irrigation Sub Division Office	2	2	1
8	Malbazar Irrigation Sub-Division Office	1	1	-----

**3. Time Schedule of Quotation procedure: -**

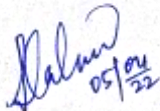
iii)	Last Date & Time for dropping Quotation paper at the Office of the under signed.	19-05-2022	Up to 16.00 hrs.
iv)	Date & Time of opening of Quotation in the office of the undersigned	20-05-2022	After 16.30 hrs.

**Terms and Conditions**

- 1) The offered rate shall be deemed to the replacement of damage or faulty accessories
- 2) The offered rate shall be deemed to cover all printer ink refiling. [Max 3 (three) times after that have to replace with new one]
- 3) The offered rate shall be deemed to cover all incidental charges including GST carriage etc.
- 4) The intending applicants shall have to produce up to valid professional tax Payment certificate, GST certificate, Trade License, Pan Card etc.
- 5) Quotations does not fulfill any of the condition specified above or incomplete in any respect shall be treated as informal and will be liable to be summarily rejected.
- 6) The acceptance of the quotations lies with the Superintending Engineer, I&WD, North-East Irrigation Circle-II, Jalpaiguri who receive the right to accept or to reject any quotations without anything any reasons thereof. 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 words. (Annexure-I)
- 8) The successful Quotationer/ Quotationers must render his service as and when required by the undersigned.

Contd.

- 9) The lowest Quotationers will have to execute an agreement with the Executive Engineer / Jalpaiguri Irrigation Division, Jalpaiguri in the West Bengal form no. 2911 (i), (ii), (iii) for which he has to deposit an amount 2.0% of his offer rate in the form of D.C.R. in favour of the Executive Engineer / Jalpaiguri Irrigation Division, Jalpaiguri at the time of execution of the agreement. Work order will be issued after the execution of the contract. The same amount will be released after the offer-warranty/offer-guarantee period. It may be noted that the articles required to be supplied to and installed as mentioned in the name of work within 365 (Three Hundred & Sixty-Five) days as and when required from the date of received of work-order.

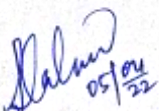
  
Sub-Divisional Officer  
Jalpaiguri Irrigation Sub-Division  
Club road, Jalpaiguri

**Memo no: -225**

**Dated – 05-04-2022**

Copy Forwarded for favour of information and wide circulation by display through his Office Notice Board to the: -

1. Superintending Engineer, North East Irrigation Circle-II Club Road, Jalpaiguri
2. Executive Engineer, Jalpaiguri Irrigation Division, Jalpaiguri
3. Sub –Divisional Officer, Jalpaiguri Investigation / Maynaguri/Malbazar/Banarhat Sub-Dvn.
4. Divisional Accountant of this office.
5. Divisional Estimating Branch of this office.
6. Office Notice Board
7. Departmental Website

  
**Sub-Divisional Officer**  
**Jalpaiguri Irrigation Sub-Division**  
**Club Road, Jalpaiguri**

**REF.: - N.I.Q. No. WBIW/SDO/JISD/NIQ-01(M)/22-23**

**ANNEXURE – I**

<b>Sl No</b>	<b>OFFICE NAME</b>	<b>DESKTOP</b>	<b>PRINTER, SCANNER, FAX</b>	<b>COPIER</b>	<b>Rate in Rs. (Including tax)</b>	<b>Total Amount in Rs.</b>	<b>Amount in Figure</b>
1	Chief Engineer Office	7	7	1			
2	Superintending Engineer Office	6	6	1			
3	Executive Engineer Office	8	9	1			
4	Jalpaiguri Irrigation Sub-Division Office	3	4	1			
5	Jalpaiguri Investigation Sub-Division Office	2	2	-----			
6	Maynaguri Irrigation Sub-Division Office	2	2	-----			
7	Banarhat Irrigation Sub Division Office	2	2	1			
8	Malbazar Irrigation Sub-Division Office	1	1	-----			
<b>Grand Total</b>							
<b>Grand Total in figure</b>							