



Government of West Bengal
Irrigation and Waterways Directorate
Office of the Sub-Divisional Officer
Mahananda Embankment Sub- Division-III
Green Park, Malda

Memo:2 3 8

Dated: 27.08.2024

NOTICE INVITING QUOTATION
[For Budgetary Purposes]

NOTICE INVITING QUOTATION NO: WBIW/SDO/MED-III/NIQ-01 of 2024-25

Quotation for obtaining competitive budgetary quotes at competitive market prices is being invited by the Sub Divisional Officer, Mahananda Embankment Sub Division No-III from eligible bonafide suppliers/Agencies having credential of execution of similar nature of work in connection with determination of estimated cost of the work-

Name of work: "Supplying and commissioning of LED computer Monitor, Printer, Key Board & Mouse for the office of the Superintending Engineer, North Irrigation Circle-I, Green Park, Malda."

Issue of Quotation Documents: ,

The N.I.Q documents can be downloaded from the Departmental website www.wbiwd.gov.in as well as obtained from the office of the Sub Divisional Officer, Mahananda Embankment Sub Division No-III, Green Park, Malda - 733101 during office hours on all working days upto 12.09.2024.

Submission of Quotation Documents:

The intending agencies should submit their most competitive budgetary quotes as per the current market price in the prescribed B.O.Q format Annexure to the notice in a sealed envelope super scribing on the top: "N.I.Q. for "Supplying and commissioning of LED computer Monitor, Printer, Key Board & Mouse for the office of the Superintending Engineer, North Irrigation Circle-I, Green Park, Malda." " in the tender box to be available at the office of the Sub Divisional Officer, Mahananda Embankment Sub Division No-III, Green Park, Malda - 733101

The intending quotationer should submit their Quotation papers as per list of items enclosed herewith. Rates and amounts should be filled up properly. The quoted rates should be inclusive of all taxes (GST) and duties all complete.

Agencies (or their authorized representatives) participating in the N.I.Q may remain present while opening the sealed covers quoting N.I.Q. . Selection of appropriate quotationer entirely rests upon the Superintending Engineer, North Irrigation Circle-I, I&W Dte. The authority reserves the right to accept or reject any or all Quotations without assign any reason thereof.

As the notice inviting Quotation is made for estimation purposes, no work order will be issued, and no payment will be made whatever should be borne by I & W department for submission of Quotation.

SCHEDULE OF DATES FOR N.I.Q.

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|----------------------------------|-----------------------------|
| 1. Publishing date: | 27.08.2024. |
| 2. NIQ submission date and time: | 13.09.2024 up to 15:00 hrs. |
| 3. Date & Time of Opening N.I.Q: | 13.09.2024 at 15:30 hrs. |

Pre-Qualification/ Credential:

Suitable document for determining the financial strength of the bidder, The intending agencies/suppliers should submit the following with the Quotation paper.

- PAN,
- GST
- IT last three years.
- Trade license.
- Credential of similar nature of works in the last five years in any Govt. Sector.

Sd/-
Sub Divisional Officer
Mahananda Embankment Sub Division No-III,
Green Park, Malda

Memo No-238/1 (6)

Dated:27/08/2024

Copy Submitted for favour of information and wide circulation to:-

- 1) The Superintending Engineer, North Irrigation Circle-I, Green Park, Malda.
- 2) Executive Engineer, Mahananda Embankment Division, Green Park, Malda.
- 3) The Sub-Divisional Officer, M.E Sub-Division-I, Bhaluka, Malda.
- 4) The Sub-Divisional Officer, M.E Sub-Division-II, Harishchandrapur, Malda.
- 5) The Divisional Accounts Officer, Mahananda Embankment Division, Green Park, Malda.
- 6) Notice Board of this Office

Sub Divisional Officer
Mahananda Embankment Sub Division No-III,
Green Park, Malda

Schedule of Work

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Name of work: " Supplying and commissioning of LED computer Monitor, Printer, Key Board & Mouse for the office of the Superintending Engineer, North Irrigation Circle-I, Green Park, Malda."

(Intending bidder to quote rate and amount item-wise as per given format below)

Sl No	Description of Items	Unit	Rate (to be quoted both in numerical and words)
1	PRINTER, Brand- HP/Canon/Brother, Single function colour printer, Connectivity- USB 2.0/WiFi, Duplex , Warranty-3 years	Each	
2	MONITOR FOR PC, Display type- LED, Size- 24 inch, Brand- LG/DELL/ACER/Lenovo/HP, Warranty-3 years	Each	
3	USB Wired key board, Brand- HP/Acer/Lenovo/Dell, Warranty-3 years	Each	
4	USB Wired Optical Mouse, Brand- HP//Dell/Logitech/Lenovo, Warranty-3 years	Each	

(Signature of Agency with date)

Sd/-
Sub Divisional Officer
Mahannada Embankment Sub Division No-III,
Green Park, Malda