

GOVERNMENT OF WEST BENGAL
 OFFICE OF THE DISTRICT MAGISTRATE & COLLECTOR
 NORTH 24-PARGANAS, LAND ACQUISITION DEPARTMENT
 Administrative Building, 3rd Floor, Barasat, Kolkata-700124
 ☎ +91 (33) 2584 6325 ❖ ✉ materialcell.n24pgs@gmail.com

Memo. No. 014 / M.Cell / N-24Pgs / WBLA-2021

Dated : 01/02/2021

Notice Inviting Tender

Name of Items :- Hiring of Desktop, Laptop, Printer, Video Camera with manpower, LED TV, LED Projector with Screen etc. i.c.w. General Election to the West Bengal Legislative Assembly-2021.

Sealed Tenders are invited by the undersigned for hiring of Desktop, Laptop, Printer, Video Camera with manpower, LED TV, LED Projector with Screen etc. i.c.w. General Election to West Bengal Legislative Assembly-2021 from the bonafide, reputed and experienced Company / Agency / Suppliers. The details of the NIT are given in the following:-

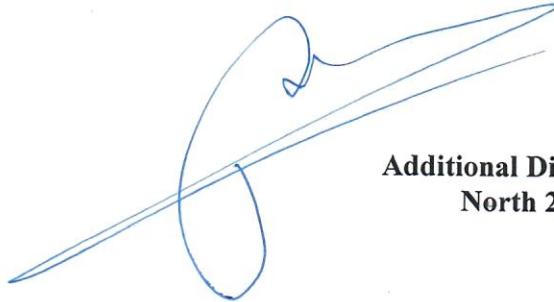
- 1) The rates of different hiring charge of Computer, Printer, etc. are to be quoted as per specification, terms & conditions mentioned in **Annexure-'A'**.
- 2) The tenderers are requested to quote their rate in both figures and words.
- 3) All rates quoted shall be inclusive all cost of transportation to this office, different SDO Offices, BDO Offices and DCRC Venues as the case may be.
- 4) Photocopies of latest Valid Trade License, GST Registration Certificate, PAN Card & Credential of Completion Certificate of similar nature of works during 5 years prior to the date of issue of the tender notice have to be attached along with the application.
- 5) Tenders other than Wholesale Consumers Co-operative Suppliers have to deposit an earnest money of Rs. 10,000/- (Rupees Ten Thousand) only in favour of the District Magistrate, North 24-Parganas, Barasat by way of Account Payee Bank Draft on any Nationalised Bank payable at State Bank of India, Barasat Branch in favour of District Magistrate, North 24-Parganas, Barasat. Earnest money will be converted into security money in respect of successful tenders. In addition, 10% of bill amount will deducted as security money, which will be released after Election process is over and satisfactory supply by concerned supplier(s). However, authority may relax the condition, if payment is made after the election process.
- 6) The tender should be submitted in sealed envelope super scribed with **"Tender for supply of different Hiring Charges of Desktop, Laptop & Printer etc. in connection with General Election to West Bengal Legislative Assembly-2021 for North 24-Parganas District"** and should be addressed to the **District Magistrate & District Election Officer, North 24-Parganas** and shall be dropped in drop box kept in the Office Chamber of the **Special Land Acquisition Officer, Barasat, 3rd Floor of the Collectorate Building, North 24-Parganas.**
- 7) The entire work will be executed under the supervision of the District Magistrate & District Election Officer, North 24-Parganas or, any officer authorised on his behalf.

Terms & Condition:-

- 1) The rate should be tendered for each item as per specification mentioned against each in the Annexure both in figure & words simultaneously.
- 2) Rates tendered other than in the schedule will not be accepted. The Quoted Rate should be inclusive of all taxes and cost of transportation and Fittings.
- 3) The earnest money deposited will be forfeited to the Government in case of the following:

Contd

- a) The tenderer withdraws tender after opening or acceptances.
 - b) The selected tenderer fails to accept or refuse either wholly or partly the offer that would be made by the undersigned.
 - c) The selected tenderer fails to supply of Computer, Printer, etc as hire as per specification and within specified periods.
- 4) The earnest money deposited by the successful tenderers will be refunded on the after completion of the fulfilment of said terms & conditions.
 - 5) Any other information will be available from the office of the undersigned.
 - 6) Agency must have the capacity to supply of Computer, Printer, etc on hire as per specification within 3 (three) days from the issue of supply order.
 - 7) The successful tenderers shall have to supply the required number of Supply of Computer, Printer, etc on hire as per specification with the prescribed time from the date of issue of work order to the concerned office premises.
 - 8) Any supply of Computer, etc as hire as per specification which is not in conformity with the samples will be summarily rejected and no payment will be made for such supply.
 - 9) Rate should be offered inclusive of all cost.
 - 10) I.T. will be deducted at source.
 - 11) Considering emergency, the work order may be distributed to more than one tenderer at the lowest rate, item-wise.
 - 12) This is Election Urgent. Failure of any part of compliance of the order will attract panel measures as per election rules.
 - 13) The tenders will supply all materials as work order at their own cost.
 - 14) The undersigned shall have the right & discretion to terminate the contract and forfeit the earnest money deposited in the even of any sort of breach of contract.
 - 15) The successful tenders will have to make an agreement with the undersigned on a Non-Judicial Stamp Paper worth of Rs. 10.00 (Rupees Ten) only. The security money / earnest money is refundable subject to the satisfactory completion of work and timely delivery of the same.
 - 16) The undersigned reserves the right to accept or reject any tender or all tenders without assigning any reason whatsoever.
 - 17) The undersigned also does not bind himself to accept the lowest rate and shall use discretion in accepting hired than the lowest with a view to ensuring standard quality of articles. It shall be open to the district authority to impose penalty & take other punitive steps, as deemed fit, for violation of above terms & condition.
- Tender Document is to be collected from the office of the **Special Land Acquisition Officer, Barasat, 3rd Floor of the Collectorate Building, North 24-Parganas on and from 01/02/2021 to 05/02/2021 (Upto 5 P.M.)**. Last date of submission of tender has been fixed on 09/02/2021 (Tuesday) **within 2:30 P.M. sharp** and tender will be opened at 3 P.M. on the same date in presence of the agencies for their authorized representatives at the Office Chamber of Special Land Acquisition Office, North 24-Parganas, Barasat.



**Additional District Magistrate (L & LR)
North 24-Parganas, Barasat**

Contd

Memo. No. 014 / 1 (15) / M.Cell / N-24Pgs / WBLA-2021

Dated : 01/02/2021

Copy forwarded for information and wide publicity to:

- 1) The Sub-Divisional Officer, Barrackpore/ Barasat /Bidhannagar/Bongaon/Basirhat, North 24-Parganas.
- 2) The Officer-in-Charge, Election, North 24-Parganas.
- 3) The N.D.C, North 24-Parganas.
- 4) The Block Development Officer _____ All.
- 5) The D.I.C.O, North 24-Parganas.
- 6) The D.I.O, N.I.C, North 24-Parganas with a request to upload the Notice in District website.
- 7) The Post Master, Barasat, North 24-Parganas.
- 8) The D.I.A, North 24-Parganas Zilla Parishad with a request to upload the Notice in Zilla Parishad Website.
- 9) CA to the District Magistrate & District Election Officer, North 24-Parganas for his kind information.
- 10-13) CA to the ADM (L&LR) / ADM (G) / ADM (T) / ADM (Dev.), North 24-Parganas for his kind information
- 14) Notice Board for display.
- 15) Office Copy.



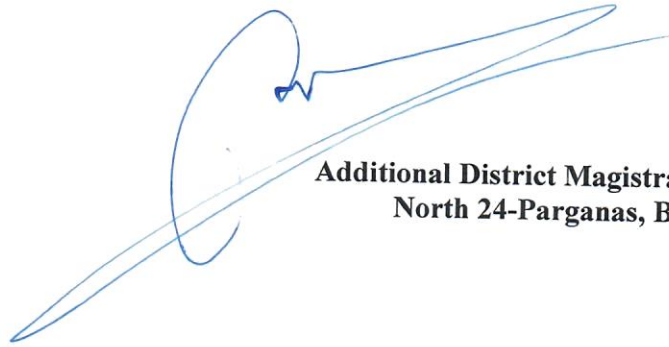
Additional District Magistrate (L & LR)
North 24-Parganas, Barasat

Contd

ANNEXURE - A

Particles of Items with Specification		Quoted Rate (including GST & all Cost of Transportation & Fittings)
1) Hiring charges of Desktop Computer with all accessories including installation charge. Specification :- Operating System – Windows 10, Processor Type- Core i5-650, Processor Speed- 3.20 GHz, RAM- 4 GB DDR-3, Hard Disk – 1 TB.	Per Desktop/day	
	Per Desktop/month	
2) Hiring charges of Laptop Computer with all accessories including installation charge. Specification :- Operating System – Windows 10, Processor Type- Core i5-650, Processor Speed- 3.20 GHz, RAM- 4 GB DDR-3, Hard Disk – 1 TB.	Per Laptop/day	
	Per Laptop/month	
3) Hiring charges of Laser printer with Cartridge for Computer including installation.	Per Printer/day	
	Per Printer/month	
4) Hiring charges of Laser printer without Cartridge for Computer including installation.	Per Printer/day	
	Per Printer/month	
5) Hiring charges of Video Camera with manpower.	Upto 12 hours in a day.	
	Beyond 12 hours in a day.	
6) Offline recording of Video & Audio / CCTV of the proceeding of Polling and Counting at Polling Station / Counting Halls in the North 24 Parganas District.	Per Camera/day	
7) Continuous surveillance at Strong Room Covering tentative 16 nos. Cameras and Display Monitor of 32"	Per Venue / Day	
8) Hiring charges of Fax Machine with Fax Roll	Per day	
	Per month	
9) Hiring charges of Digital Xerox machine with cartridge, tonner & ink	Per Xerox Machine/day	
	Per Xerox Machine /month	
10) Hiring charges of LED projector with screen	Per LED Projector with Screen/day	
	Per LED Projector with Screen/month	
11) Hiring charges of Scanner Machine (Legal Size)	Per Scanner Machine/day	
	Per Scanner Machine/month	

Particles of Items with Specification		Quoted Rate (including GST & all Cost of Transportation & Fittings)
12) 55" LED TV	Per TV/Day	
	Per TV/Month	
13) 43" LED TV	Per TV/Day	
	Per TV/Month	
14) 32" LED TV	Per TV/Day	
	Per TV/Month	
15) Dongle with 2GB/Day Connection, non-Wifi	Per Dongle/Day	
	Per Dongle/Month	
16) Wifi Dongle with 2GB/Day Connection	Per Dongle/Day	
	Per Dongle/Month	
17) Web Camera attachable to Computer / Laptop	Per Camera/Day	
	Per Camera/Month	
18) Speaker & Microphone attachable to Computer / Laptop	Per Day	
	Per Month	



Additional District Magistrate (L & LR)
North 24-Parganas, Barasat