

GOVERNMENT OF WEST BENGAL
Office of the District Magistrate & Collector
North 24 Parganas, Barasat
(District Kanyashree Cell)

Memo No. 386/Kanya/N24P

Dated: 26.08.2016

NOTICE FOR INVITING TENDER

Sealed Tenders are hereby invited by the District Magistrate, North 24 Parganas on urgent basis for supply of item as mentioned below for smooth continuation of day to day work at DPMU, Kanyashree Prakalpa, North 24 Parganas from reputed Agencies / Firms / Co-op. Society. The description of items and preparatory work is enclosed herewith as Annexure – I.

A. Schedule of the tender :

1. Date and time of application for Tender Documents : From 29/08/2016 to 31/08/2016 upto 04.00 p.m.
2. Date & time for issue of Tender Paper : 01/09/2016 from 12 p.m to 4.00 p.m
3. Last and time of receipt of tender : 06/09/2016 upto 2 p.m
4. Date and time for opening of tender : 06/09/2016 at 3.00 p.m.

All Agencies Offering Rates (AOR) should submit the following documents (duly self-attested) with a covering letter on their letter head pad in the name of the Agency:


- 1) **Current Trade License.**
- 2) **Value Added Tax (VAT) Registration Certificate.**
- 3) **Current Income Tax Return**
- 4) **Permanent Account Number (PAN) Card.**
- 5) **Professional Tax Registration Certificate.**
- 6) **Professional Tax Challan with current validity.**
- 7) **Earnest Money Deposit of Rs.10, 000(Rupees ten thousand) only in the form of Demand Draft.**

The AOR should quote rates inclusive of all taxes for any volume, also must include cost of delivery charges, taxes, installation charges & incidental charges (if any). Offers are to be submitted in the Tender Box retained with the chamber of Additional District Magistrate (Try), North 24 Parganas.

In this case, the AOR must submit the Technical Bid & Financial Bid in two different sealed envelopes & the said two envelopes must again be inserted into another sealed envelope.

The "Intending AOR" if selected as a supplier, must comply exactly with the same rate quoted for all articles, for supply of any volume upto 31st March 2017.

The District Magistrate, North 24 Parganas reserves the right to reject any or all of the offers without assigning any reasons whatsoever.


Additional District Magistrate (T)
North 24 Parganas

GOVERNMENT OF WEST BENGAL
Office of the District Magistrate & Collector
North 24 Parganas, Barasat
(District Kanyashree Cell)

LIST OF ARTICLES IN CONNECTION WITH NIT No. -

DATED:

FOR SUPPLY OF ELECTRONIC (COMPUTER RELATED) MATERIALS

Annexure – I

Sl No.	Name of Item	Configuration
1	HP Computer-Desktop	Intel CORE i3 Processor with HDD 500GB, RAM 4 GB, LCD Monitor 18.5 Inch, DVD Writer, Key Board, Mouse with 3(three) years on site warranty
2	HP Laptop	Intel CORE i5 Processor with HDD 500GB, RAM 4 GB, Operating system Windows 8.1 Professional
3	Projector (Sony)	Multimedia projector 5000 ANSI Lumen resolution 1024X768 XGA

By 26.8.16
Additional District Magistrate (T)
North 24 Parganas

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Additional District Magistrate (T)
North 24 Parganas

Technical Bid

NOTICE INVITING TENDER NUMBER -

DATED:

FOR SUPPLY OF ELECTRONIC (COMPUTER RELATED) MATERIALS

Name of the Firm :.....

Address :.....

Name of Contact Person :.....

Contact Number :.....

Attached alongwith this paper Attested photocopy of following documents

(Declare in Yes / No where applicable):

- 1) Trade License for 2015– 2016 :
- 2) Value Added Tax (VAT) Registration Certificate :
- 3) Income Tax Return for the Assessment Year 2016-17 :
- 4) Permanent Account Number (PAN) Card :
- 5) Professional Tax Registration Certificate :
- 6) Professional Tax Challan with current validity :
- 7) Earnest Money Deposit of Rs.10, 000(Rupees ten thousand):
only in the form of Demand Draft

Date:

Place:

**Signature of the
Authorised Representative
With Seal**

Financial Bid

NOTICE INVITING TENDER NUMBER -

DATED:

FOR SUPPLY OF ELECTRONIC (COMPUTER RELATED) MATERIALS

SI No.	Name of Item	Configuration	Rate in Rs./Unit
1	HP Computer-Desktop	Intel CORE i3 Processor with HDD 500GB, RAM 4 GB, LCD Monitor 18.5 Inch, DVD Writer, Key Board, Mouse with 3(three) years on site warranty	
2	HP Laptop	Intel CORE i5 Processor with HDD 500GB, RAM 4 GB, Operating system Windows 8.1 Professional	
3	Projector (Sony)	Multimedia projector 5000 ANSI Lumen resolution 1024X768 XGA	

Date:
Place:

**Signature of the
Authorized Representative
With Seal**

Copy forwarded for wide publicity to:

1. The Additional Executive Officer, Zilla Parishad, North 24 Parganas.
- (2-5). The Sub-Divisional Officer, Bongaon/Basirhat/Barrackpore/Barasat(Sadar)/Bidhannagar, North 24 Parganas.
6. The District Informatics Officer, NIC, with request to upload this notice with all Annexures & Tender Form in the District website for wide publicity.
7. The District Information & Cultural Officer, North 24 Parganas with request to display this notice in his notice board.
8. This Office Notice Board.

By 26.8.16

Additional District Magistrate (T)
North 24 Parganas