

**Government of West Bengal
Office of the Secretary, District Health & Family Welfare Samiti
North 24 Parganas, Barasat**

No. DH&FWS/NHM/2017/NIT/1548

Date:03.08.17

NOTICE INVITING TENDER FOR PROCUREMENT OF IT EQUIPMENT

Sealed tenders are invited from the bonafide Agencies/ Firms/ individuals, for supply of **IT Equipment (As per Annexure-I, II & III attached herewith)** to the office of the undersigned for the year 2017-18.

The applications may be received in the letter-head of the Agency/ Firm/ Individuals, addressed to the “**Secretary, District Health & Family Welfare Samiti & Chief Medical Officer of Health, North 24 Parganas, Kolkata-700124**” **Through by dropping in the Tender Box**. The last date of submission of tender is 17.08.17 upto 3.00 p.m. and it be opened on the same day at 4.00 p.m.

The rates should be quoted including GST/VAT/Sales Tax, Delivery Charges and Warranty Period etc. The contract period is for one year from the date of selection.

Terms & Conditions and Application Form will be available at www.north24parganas.gov.in / www.wbhealth.gov.in on and from **03.08.17**

The selection committee reserves the right to cancel or accept any tender or a part of the tender without assigning any reason thereof.

**Secretary
District Health & Family Welfare Samiti
North 24 Parganas**

No. DH&FWS/NHM/2017/NIT/1548

Date: 03.08.17

Copy forwarded for information to:-

1. The Hon'ble Sabhadhipati, North 24 Parganas.
2. The District Magistrate, North 24 Parganas.
3. The Addl. District Magistrate (Health), North 24 Parganas.
4. The District Informatics Officer, NIC, Office of the DM, North 24 Parganas **(with the request to upload this NIT along-with all annexures in the official website of North 24 Parganas District)**.
5. The Dy. CMOH-I, North 24 Parganas.
6. The Dy. CMOH-III, North 24 Parganas
7. The Accounts Officer, CMOH Office, North 24 Parganas.
8. The System Coordinator, IT Cell, Swasthya Bhawan **(with the request to upload this NIT along-with all annexures in the official website of Deptt. Of Health & Family Welfare, Govt. of W.B.)**.
9. The District Statistical Manager & ICT & e-governance Coordinator, North 24 Parganas
10. Notice Board, CMOH office, North 24 Parganas
11. Guard File.

**Sd/-
Secretary
District Health & Family Welfare Samiti
North 24 Parganas**

ANNEXURE-I
List of IT Equipment to be procured

Sl. No.	Name of the IT Equipment	Configuration of the IT equipment should not less than below																												
1.	Laptop	<ul style="list-style-type: none"> • 2GHz Intel Core i3-5005U 5th processor • 4GB DDR3 RAM • 1TB 5400rpm Serial ATA hard drive • 15.6-inch screen, Integrated Graphics • Preloaded Windows 10 operating system 																												
2.	Desktop PC	<ul style="list-style-type: none"> • 3.5 GHz Intel Core i3-5005U 5th processor • 4GB DDR3 RAM • 1TB 5400rpm Serial ATA hard drive • 18.5-inch screen, Integrated Graphics • Preloaded Windows 10 operating system 																												
3.	Laser Printer	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2" style="text-align: center;">PRINTING</td> </tr> <tr> <td>Print Speed Black</td> <td>Normal: Up to 14 ppm</td> </tr> <tr> <td>First Page Out (Ready)</td> <td>Black: As fast as 10 sec</td> </tr> <tr> <td>Duty Cycle</td> <td>Up to 5000 pages (monthly, A4)</td> </tr> <tr> <td>Print Technology</td> <td>Laser</td> </tr> <tr> <td>Print Quality Black (Best)</td> <td>Up to 600 x 600 dpi (1200 dpi effective output)</td> </tr> <tr> <td>Processor speed</td> <td>234 MHz</td> </tr> <tr> <td colspan="2" style="text-align: center;">CONNECTIVITY</td> </tr> <tr> <td>Connectivity Standard</td> <td>Hi-Speed USB 2.0 port</td> </tr> <tr> <td>Compatible Operating Systems</td> <td>Windows 7, Windows 8 and Windows 10</td> </tr> <tr> <td colspan="2" style="text-align: center;">PAPER HANDLING</td> </tr> <tr> <td>Media Sizes Supported</td> <td>A4, A5, A6, B5, C5, DL, postcards</td> </tr> <tr> <td>Media Sizes Custom</td> <td>Main tray: 147 x 211 to 216 x 356 mm, Input slot: 76 x 127 to 216 x 356 mm</td> </tr> <tr> <td>Media Types</td> <td>Paper (laser, plain, photo), envelopes, labels, cardstock, transparencies, postcards</td> </tr> </table>	PRINTING		Print Speed Black	Normal: Up to 14 ppm	First Page Out (Ready)	Black: As fast as 10 sec	Duty Cycle	Up to 5000 pages (monthly, A4)	Print Technology	Laser	Print Quality Black (Best)	Up to 600 x 600 dpi (1200 dpi effective output)	Processor speed	234 MHz	CONNECTIVITY		Connectivity Standard	Hi-Speed USB 2.0 port	Compatible Operating Systems	Windows 7, Windows 8 and Windows 10	PAPER HANDLING		Media Sizes Supported	A4, A5, A6, B5, C5, DL, postcards	Media Sizes Custom	Main tray: 147 x 211 to 216 x 356 mm, Input slot: 76 x 127 to 216 x 356 mm	Media Types	Paper (laser, plain, photo), envelopes, labels, cardstock, transparencies, postcards
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4.	UPS	600VA, Voltage compatibility 230 V																												
5.	Scanner	B/W & Colour document and photo scanner, Connectivity-USB 2.0																												
6.	Pen drive	Storage: 32 GB, Interface : USB 2.0																												

Sd/-
Secretary
District Health & Family Welfare Samiti
North 24 Parganas

Terms & Conditions

- 1) The bid documents will be received **by dropping in the Tender Box**, addressed to the **Secretary, District Health & Family Welfare Samiti & Chief Medical Officer of Health, North 24 Parganas, Kolkata-700124**.
- 2) The bid documents to be submitted under sealed cover and to be superscribed on the envelope as **“Tender for IT Equipment 2017-18”**.
- 3) The bidder must have a valid Trade License, PAN, Up-to-date GST & IT clearance certificate. Copy of the same should be enclosed.
- 4) Use of eraser (white ink) should be avoided and any overwriting should be signed (full signature) by the bidder.
- 5) The price will be inclusive of all taxes and all other charges etc.
- 6) Application must be submitted by the interested bidders in the prescribed application form as per Annexure-II. No application will be accepted without prescribed application form.
- 7) Incomplete application will be strictly rejected.
- 8) Valid bidders must support after sales services upto 1(one) year for each IT equipment.
- 9) All IT equipment must as per configuration mentioned in Annexure-I & III
- 10) All IT equipment should have renowned brand in context of the after sales services
- 11) The Authority will not be responsible for payment of any delivery charges, installation charges etc.
- 12) The Tender will be finalized by the following members of the Selection Committee for procurement of IT Equipment on behalf of DH&FWS, North 24 Parganas.
 - I. The Chief Medical Officer of Health, North 24 Parganas.
 - II. The Dy. CMOH-I & Nodal officer of Procurement, North 24 Parganas.
 - III. The Dy. CMOH-III, North 24 Parganas
 - IV. The Accounts Officer, CMOH Office, North 24 Parganas.
 - V. The Admn. Officer, North 24 Parganas
 - VI. The District Statistical Manager, North 24 Parganas.
- 13) The Selection Committee has every right to accept or reject any tender without showing any cause thereof.
- 14) The selected bidder(s) will be responsible for rendering the services during the warranty period of each IT Equipment and the earnest money may be kept in this office as a part of Security Deposits.
- 15) The IT Equipment should be supplied as per configurations within three days from issue of the work order, failing which the order should be treated as cancelled and the 2nd lowest bidder may be asked to supply of these equipment.
- 16) The Proprietor of the firm should sign on every page of the bid documents.

Processing Fee & Earnest Money

- i) **Rs.500.00** (Rupees five hundred) only to be submitted along with the bid documents as Processing Fees (Non refundable) to be deposited in favour of the **“District Health and Family welfare Samiti, North 24 Parganas**, at the **Account No. 424210100036711, IFSC Code-BKID0004242, Bank of India, Barasat Branch** at the time of issue the Tender paper.
- ii) **Rs.5000.00** (Rupees five thousand) only to be submitted along with the bid documents as Earnest Money to be deposited in favour of the **“District Health and Family welfare Samiti, North 24 Parganas**, at the **Account No. 424210100036711, IFSC Code-BKID0004242, Bank of India, Barasat Branch**, which will be refunded to the unsuccessful bidder (s) soon after the completion of the tender process.
- iii) The Earnest Money will be kept in custody of the authority as a part of Security Deposit for the successful bidder (s).

Sd/-
Secretary
District Health & Family Welfare Samiti
North 24 Parganas

Application Form
No.....
(For office use only)

Annexure-II

Application Form for procurement of IT Equipment-2017-18

- 1) Name of the Bidder.....
- 2) Trade License Number.....
- 3) PAN Number.....
- 4) Whether ST & IT Clearance Certificate has up-to-date (Yes/No).....
(If yes document to be attached)
- 5) Whether Processing Fee (Rs. 500/-) deposited in mentioned Bank-(Yes / No).....
(If yes submit the copy of deposit slip)
- 6) Whether Earnest Money (Rs. 5000/-) deposited in mentioned Bank-(Yes / No).....
(If yes submit the copy of deposit slip)
- 7) IT Equipment details-(The bidder will furnish the information in the blank space of the following prescribed format).

Annexure-III-Financial Bid

Sl. No.	Name of the IT Equipment	Configuration of the IT equipment should not less than below	Name of the Brand	Model Number	Proposed Rate per Unit in Rs.																												
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Signature of Bidder