



Govt. of West Bengal

Office of the Assistant Director of Fisheries, Brackish Water, North 24-Parganas  
K.N.C. Road, Meen Bhawan, Barasat, Kolkata- 124.  
Ph: (033)2552-6049, e-mail : adfbrackishnorth@gmail.com

Memo No: ADF/BW/North - 280

Date: 20.11.17

**NOTICE INVITING QUOTATION**

Sealed quotations are hereby invited by the Assistant Director of Fisheries, Brackish Water, North 24 Parganas, for supply and installation of computers for the office of the undersigned. The interested Company/Supplier/Agency may submit their technical and financial bid documents in prescribed format in separate sealed cover. Details of specification of Computer system & estimated quantities are as follows:

SI No	Name of Items	Specifications	Quantity
01	Dell Laptop	Core-i5 processor/7 <sup>th</sup> generation/4GB RAM/1TB HDD/DVD RW/Windows-10 preloaded/15.6" LED Monitor/USB/HDMI/VGA Port/Quick heal antivirus (3 yrs)	01
02	Dell Desktop	Core-i5 processor/7 <sup>th</sup> generation/4GB RAM/1TB HDD/DVD RW/Windows-10 preloaded/19.5" LED Monitor/USB/HDMI/VGA Port/Optical mouse/Quick heal antivirus(3yrs) / 600VA, 230V Back UPS/ Wireless USB Adapter	01


Intending eligible bidders may obtain bid documents free of cost from the office of the undersigned as detailed below

01	Last date and time of quotation obtaining	06.12.2017 upto 14.00 hours
02	Last date and time for submission of quotation	06.12.2017 upto 15.00 hours
03	Date of opening of quotation	08.12.2017 at 15.00 hours

**Terms & Conditions:**

- 1) Bidder will supply and deliver the materials at the office of the undersigned in good conditions and should submit all the relevant documents/certificates
- 2) Bidder should have experience of supplying such items and will have to furnish documents in support of credential.
- 3) Bidder shall provide all documents regarding Income Tax Return Certificate, PAN, GST certificates & others
- 4) Each bidder should submit sealed quotation in two separate part i.e Technical (Part-I) and Financial (Part-II) in separate sealed envelope.

- 5) **Tax Clearance/Tax registration Certificate:** The quoting firms must attach a self attested photocopy of PAN Card, Latest Income Tax Return (ITR), GST documents along with the bid. Failure to submit the same shall render the bid invalid automatically.
- 6) The Assistant Director of Fisheries, Brackish water, North 24 Pgs reserves the right to postpone/cancel/reject the bid. The bidder will have to abide with the decision
- 7) Payment shall be made after the supply and submission of bills in duplicate after necessary deductions as per rule subject to satisfactory supply and installation.
- 8) The competent authority does not bind itself to accept the lowest bid or any other bidder and reserve to itself the authority to reject any or all the quotations received without assigning any reason.

  
Assistant Director of Fisheries,  
Brackish Water, North 24 Parganas

Memo No: ADF/BW/North- 280/1(9)

Date : 20.11.17

Copy forwarded for information and taking necessary action with the request to publish the matter to his/her office notice board for wide publicity

1. The Sabhadhipati, North 24 Parganas Zilla Parishad.
2. The Karmadhakya, Matsya-o-Prani-Sampad Bikash Sthayee Samity, North 24 Parganas Zilla Parishad
3. The Director of Fisheries, West Bengal, 31, G.N. Block, Sector-V, Salt Lake City, Kolkata-700091.
4. The District Magistrate, North 24 Parganas.
5. Addl. Director of Fisheries, Tech., Directorate of Fisheries, West Bengal.
6. The Deputy Director of Fisheries, Kolkata Zone.
7. The CEO, FFDA, North 24 Parganas.
8. The District Information & Cultural Officer, North 24 Parganas for wide publicity.
9. Notice Board.

  
Assistant Director of Fisheries,  
Brackish Water, North 24 Parganas

**PROFORMA FOR TECHNICAL BID (PART-I)**

SI No	Particulars	To be filled by the Bidder
01	Name of the Agency	
02	Detail office address of the Agency with Telephone No, Mobile No, e-mail address and name of the contact person	
03	PAN/TAN NO	
04	ITR Acknowledgement No for FY 2016-17	
05	GST Registration No	
06	Whether the firm is black listed by any Govt. Department	
07	Experience in dealing such items. Attach copies of supply orders	

Place :

Date:

Signature of the bidder  
With Office Seal

**FORMAT OF FINANCIAL BID (PART-II)**Quotation for purchase of Computer system

SI No	Name of the Item	Feature & Specifications	Brand	Qty	Rate per unit (including GST)	Amount (In Rs)
01	Dell Laptop					
02	Dell Desktop					

I/we agree to supply the above mentioned items in accordance with the technical specifications for a total contract price of Rs .....(In words Rupees.....) including Taxes, Transportation, Installation etc within seven days from the issue of the supply order. We also confirm that the normal commercial warranty/guaranty shall apply to the supplied items. We also agree and abide with the terms and conditions stipulated in the bid document.

(Signature of the bidder with seal)

Name:

Address:

Contact No :

Date :