



OFFICE OF THE MUNICIPAL COUNCILLORS OF KHARDAH
KHARDAH MUNICIPAL OFFICE
B.T.ROAD, KHARDAH, NORTH 24-PARGANAS, KOL - 700117

No: Kdh(M)/116/18,

Date: 08-02-18

SHORT QUOTATION NOTICE

Sealed quotations are hereby invited from reputed, reliable, resourceful and experienced manufacturers / dealers / vendors of I.T. Products for supplying and installation of Branded Desktop Computer System, Branded Multifunction LaserJet Printer along with the Associated Peripherals and Accessories in Buy Back Scheme of the Existing & Faulty Pentium-4 Desktop Computer System for our Public Works Department with the involvements of our 14th Finance Fund, as per the approved Note Sheet, passed in our C-I-C Meeting vide Dated: 08-02-2018, strictly according to the specifications and the terms & conditions furnished below –

Sl. No.	Item Description	Qty	Make & Model	FRU / PART No.	Warranty	Unit Price (In ₹)
1.	Supplying and installation of Branded Desktop Computer Systems (preferably, <u>Lenovo/ HP/ Dell</u>) consisting of 7 th Gen Core-i3 Series Processor with H-110 / Higher Series Chipset Motherboard, 04GB DDR4 RAM, 01-TB SATA HDD, LAN Card, 19.5' LED Monitor, DVD-R/W Optical Drive, Standard USB Keyboard and Mouse on three years onsite comprehensive commercial warranty.	01 No.	Vendor To Specify	Vendor To Specify	3 – 3 – 3 Years	Vendor To Specify
2.	Supplying and installation of Microsoft Win-7 Prof. or Higher Version O/S (32/ 64-Bit OEM Media Sealed Pack) with Lifetime Warranty from Microsoft Inc.	01 No.	Vendor To Specify	Vendor To Specify	Lifetime Warranty	Vendor To Specify
3.	Supplying and installation of Single User Quick Heal Total Security Antivirus System on three years onsite comprehensive comm. warranty.	01 No.	Vendor To Specify	Vendor To Specify	3 – 3 – 3 Years	Vendor To Specify
4.	Supplying & installation of Leading Brand 600VA UPS System (preferably, <u>APC/ Emerson</u>) with OEM onsite comprehensive comm. warranty.	01 No.	Vendor To Specify	Vendor To Specify	Specify (As Per OEM)	Vendor To Specify
5.	Supplying & installation of Leading Brand of Multi Function Mono LaserJet Printer on OEM onsite comprehensive commercial warranty.	01 No.	Vendor To Specify	Vendor To Specify	Specify (As Per OEM)	Vendor To Specify
GROSS AMOUNT (In Words) →						
LESS:						
Buy Back Value of Existing & Faulty Pentium-4 Desktop Computer System from PWD Dept. → (Lenovo 8985-A72 Cabinet with SMPS, Intel Pentium-4 Processor, Intel 945-Chipset MBD, Op. Drives, 01GB DDR-2 RAM, 320GB SATA HDD, 14.5' HCL make LCD Monitor, Win Keyboard & Mouse)						
NET AMOUNT AFTER BUY BACK SCHEME (In Words) →						

PHONE: 2553-3060 / 2583-4943 ★ FAX: 2563-1171

Email: khardahmunicipality@yahoo.co.in

Website: www.khardahmunicipality.in



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The quotations should be dropped at the Tender Box of the Front Office, Khardah Municipality, addressed to The Chairman, Khardah Municipality, B. T. Road, Khardah, Kolkata – 700117, clearly marked as **“Quotation for Supply & Installation of Branded Desktop Computer System, Branded Multifunction LaserJet Printer with Associated Peripherals and Accessories with Buy Back Scheme of the Existing & Faulty Pentium-4 Desktop Computer System for Public Works Department, Khardah Municipality”** along with our published **Quotation No. and Corresponding Date** as per the quotation schedule, mentioned below. All the participating vendors are requested for **Detailed Physical Verification of the Desktop Computer System, quoted for Buy Back Scheme** at our I. T. Room, before submission their filled-up final quotation documents. Furthermore, it is stated that the Municipality does not bind itself to accept the lowest quotation and resume the exclusive right of accepting / rejecting any quotations or part thereof without showing any reasons.

QUOTATION SCHEDULE

Our published Quotation No. & Corresponding Date:	No.: Kdh(M) / 116 / 18, Dated: 08-02-2018
Last Date & Time to receive the Sealed Quotations:	13-02-2018 (12:00 P.M.)
Date & Time for opening of the Sealed Quotations:	13-02-2018 (03:00 P.M.)
Place for opening of the Sealed Quotations:	Chamber of The Executive Officer
Contact Persons:	The Office Super / The I. T. Coordinator
Contact Telephone Numbers:	033-25533060 / 033-25834943
Official Email:	<u>khardahmunicipality@yahoo.co.in</u>
Address of Communication / Further Assistance:	As Stated Above (within normal office hours)

NECESSARY TECHNICAL INFORMATION FROM THE QUOTATIONER(S)

- 1) Make and Model No. of the Supplied Item(s) :**
- 2) FRU / PART No. of the Supplied Item(s) :**
- 3) Product Information (for each Relevant Devices / Accessories) :**
- 4) Detailed Technical Specification (for each Devices / Accessories) :**
- 5) Integrated Software Specification :**
- 6) Detailed System & Process Architecture :**
- 7) Software & Hardware Support Covers :**
- 8) Operation & Maintenance Covers :**
- 9) Any Other Additional Offers From The OEM / Vendor :**



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TERMS & CONDITIONS

- 1) Supplying and installation of the aforesaid items along with the Buy Back Scheme of the Existing & Faulty Pentium-4 Desktop Computer System from Public Works Dept. will be a single transaction with the successful Vendors / Agencies only; i.e. the transactions of supplying and installation of the said items will not be separated with the Buy-back Scheme and the evaluation will be based on Net Amount only.
- 2) The vendor should be a Registered Company along with an Authorised Dealer (AUD) / Dealers / Agencies / Service Providers of OEM in respect to the quoted items.
- 3) The Quotations submitted should also contain photo copies of certificate of applicability of Valid Trade License Certificate, I. Tax Clearance Certificates, Business PAN, GST-IN and Other Essential Credentials, etc.
- 4) The rate offer on the quoted items should be inclusive of all shorts of taxes & duties, delivery, installation and other incidental charges, if any.
- 5) The quoted documents from the participants should be submitted neatly and all corrections, over-typing should be attested with their official seal.
- 6) The final decision would be based on the technical capacity and pricing. Khardah Municipality does not bind itself in selecting the firm offering lowest prices.
- 7) Khardah Municipality reserves the right to reject any or all the quoted documents from the participants without assigning any reason, to relax or waive any of the conditions stipulated in the terms and conditions of quotation as deemed necessary in the best interest of this Municipality itself as well as Government of West Bengal for good and sufficient reasons.
- 8) During the evaluation process, this Municipality reserves the right, to request additional information or clarification from the quotationers. Such request and response to the same shall be purely of a clarifying nature, with no impact on the substantive content, quality or cost of the services offered.
- 9) The Quotationer to be awarded for L1, should bring all necessary equipments & machinery, required manpower, etc for execution the said job with their own cost and liabilities.
- 10) The L1 Quotationer should provide commercial and comprehensive on-site replacement warranty including labour & parts of the quoted items for the entire periods, offered from the OEM along with the support of installed operating system from the date of final installation / demonstration and also furnish the detailed configurations and technical specifications of the quoted items along with the product Serial No., FRU No. and Model Type of the same.

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- 11) The L1 Quotationer to be awarded for work order, should attend and provide necessary support and service delivery on each complaint received at our municipal office within 24-HRS (Verbal / Written / Mail), as and when required during the entire warranty period, offered from the OEM at free of cost.
- 12) The items in sealed pack should be delivered by the L1 Quotationer, within 07 days from the date of receipt of the supply order along with the User Manuals / Other essential Accessories / Any Other Offered Items from the manufacturer end, etc.
- 13) The payment of the entire order value will be released in favour of the L1 Quotationer, only after the delivery & successfully installation of the said items and submission of the Care Packs / Support Packs / Warranty & Maintenance Proof as per OEM along with other essential Accessories, Media Kit, etc.
- 14) The L1 Quotationer should confirm the acceptance of all 'Terms and Conditions' relating to payment terms, warranty, delivery, validity etc. furnished in our Quotation Notice. Offer by the quotationers not conforming to the terms and conditions as published in our Quotation Notice and hence explicitly will be rejected.

(SUSANTA KR. MONDAL)
Executive Officer
Khardah Municipality
Executive Officer
Khardah Municipality