



GOVERNMENT OF WEST BENGAL
Irrigation & Waterways Directorate
(Teesta Barrage Project)
Office of the Executive Engineer
Mahananda Canal Division
Teesta Administrative Building
Tinbattimore, Siliguri.

Tel.Fax No. 0353 2468435
email : ee-mahacnldvn@wbiwd.gov.in

Memo No. : 248/9/1N-5

Dated: 25/4/2017

N.I.Q. No. – 01/ EE/MCD of 2017-18

Sealed quotations in Prescribed Proforma is hereby invited by The Executive Engineer, Mahananda Canal Division, Teesta Administrative Building, Teenbattimore, Siliguri in plain paper from the bonafied , reliable, resourceful supplier / authorized dealer / General order suppliers having experience in similar type of work in connection with the work

SL NO.	NAME OF WORK
01.	“ Supply of 01 (One) no. CANON LBP 151 DW single functioned printer and 02 (Two) no CANON MF 3010 B multi functioned printer under the office of the Executive Engineer, Mahananda Canal Division , Tinbatti , Siliguri.”

The Agency / supplier will have to supply the materials as per specifications attached with the N.I.Q. for which decision of the Executive Engineer, Mahananda Canal Division will be final and binding. The materials supplied, if not found as per specification / configuration agreed during the time of submission of quotation , the Executive Engineer, Mahananda Canal Division reserves the right to reject the materials without assigning any reasons thereof .

The quotations whose rate will be found lowest / and awarded with the work will have to cover warranty of the materials for the period as he offers in the quotation.

The rates of each item should be quoted clearly and any correction is to be authenticated by the quotationers with his initials. Any incomplete quotation received will be rejected by the Executive Engineer, Teesta Design & Planning Division.

Payment for the supply will be made as per availability of the fund.

The supplying of the necessary items should have to be completed within 10 (Ten) days from the date of written order for commencement the work.

Necessary proforma with terms and conditions & schedule of types of work will be supplied free of cost from the office of the undersigned.

The quotations will be opened by the undersigned on the specified date and time in presence of the intending quotationers who may be present at that time.

The quotationer must have to submit attested copies of PAN CARD, TRADE LICENCE, PROFESSIONAL TAX , SALES TAX CLEARENCE.

"The successful quotationer will have to execute an agreement accepting terms and condition.

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| i) Last Date & Time of application | - 04/05/2017 upto 4.30 P.M. |
| ii) Last Date & Time of Issue of quotation paper | - 08/05/2017 upto 4.30 P.M. |
| iii) Last Date & Time of dropping of quotation paper | - 12/05/2017 upto 3.00 P.M. |
| iv) Date & Time of opening of quotation paper | - 12/05/2017 at 3.30 P.M. |

Dropping Centre : Office of the Executive Engineer, Mahananda Canal Division, Teesta Administrative Building, Teenbattimore, Siliguri.


Executive Engineer
Mahananda Canal Division
Tinbatti, Siliguri


TERMS AND CONDITIONS

1. The 01 (One) no. CANON LBP 151 DW and 01 (One) no CANON MF 3010 B Printers are to be installed in the office of the Superintending Engineer, Mahananda Barrage Circle , Tinbatti and 01 (One) no CANON MF 3010 B Printers are to be installed in the office of the Executive Engineer, Mahananda Canal Division , Tinbatti , Siliguri.
2. Before submitting rates, it is necessary to inspect the above mentioned place of installation in orders to assertion all the facilities available there. Any short of claim what so ever, would not be entertained under any circumstances if difficulties are faced by quotationers during actual installation of work.
3. Rates quoted should be inclusive of all taxes, carriage and all incidental charges etc. complete.
4. Lowest quotation shall normally be determined considering the total value of the works as a whole and not considering the individual item wise value or works. However, the quotationers have to furnish the detailed break up of their rates as per different item.
5. Time allowed for supplying and installation of 01 (One) no. CANON LBP 151 DW and 02 (Two) no CANON MF 3010 B printer at the specified place and completion of works in all respects as per schedule of works is 10 (ten) days from the date of issue of the work order. The time for the completion of the work should strictly be adhered to.
6. If progress of work is hampered for any reason, no claim shall be entertained for the same.
7. Successful quotationer shall have to deposit @ 2.0% of value of work as a earnest money in favour of the Executive Engineer, Mahananda Canal Division, Teesta Administrative Building, Tinbattimore, Siliguri – 05 through Demand Draft or Deposit at Call Receipt (D.C.R.) issued from any scheduled Bank.

8. Successful quotationer shall have to execute the formal agreement in W.B.F. no. 2908 at his own cost within 7(seven) days from the date of issue of the work order.
9. After completion of the work in all respect and satisfactory performance of the 01 (One) no. CANON LBP 151 DW and 02 (Two) no CANON MF 3010 B printer, claim for payment can be made.
10. Maximum warranty period should be mentioned.
11. After completion of the work successful quotationer shall have to maintain and up-keep the installed 01 (One) no. CANON LBP 151 DW and 02 (Two) no CANON MF 3010 B Printer etc. at the specified office at his own cost for a period of one year countable from the date of obtaining the certificate for satisfactory installation of the Printer etc. as stated in schedule of works. Any defect is to be rectified within 24 hrs. after receiving the information. Routine check-up and maintenance once in every month shall have to be done during this period of one year at your own cost.
12. Payment will be made as per fund availability & after necessary deduction as per Govt. rules.


 Executive Engineer
 Mahananda Canal Division
 Tinbatti , Siliguri
 25/04/17

Recommended Configuration :-

Sl. No	Description of item	Quantity	Unit	Rate (Rs)	Amount (Rs)
1.	CANON LBP 151 DW LASER SINGLE FUNCTIONED PRINTER	2 Nos.	Each		
2.	CANON MF 3010 B LASER MULTI FUNCTIONED PRINTER	1 Nos	Each		


 Executive Engineer
 Mahananda Canal Division
 Tinbatti , Siliguri
 25/04/17

Memo . No.

248/9/18-5

Dated :

25/4/17

Copy forwarded for favour of kind information and taking necessary action for wide circulation to the :-

1. Chief Engineer, Teesta Barrage Project, 2nd Mile, Sevoke Road, Siliguri.
2. Superintending Engineer, Mahananda Barrage Circle, Tinbatti, Siliguri .
4. Executive Engineer, Mahananda Barrage Division, Tinbatti, Siliguri.
5. Divisional Accountant, Mahananda Canal Division.
6. Divisional Estimator, Mahananda Canal Division.
7. Sub-Divisional Officer, Mahananda Canal Sub Division No- III/ IV/ V.
9. Notice Board.

O/c

Executive Engineer
Mahananda Canal Division
Tinbatti, Siliguri

25/4/17

25/04/17

Issued to- _____

Notice Inviting Quotation No.- 01/EE/MCD of 2017-18

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SCHEDULE TO BE FILLED UP BY THE QUOTATIONER

Sl. No	Description of item	Quantity	Unit	Rate (Rs)	Rate In Words	Amount (Rs)	Amount In Words
1.	CANON LBP 151 DW LASER SINGLE FUNCTIONED PRINTER	1(One) No	Each				
2.	CANON MF 3010 B LASER MULTI FUNCTIONED PRINTER	2 (Two) Nos.	Each				

TOTAL – Rs.

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Signature of the Quotationers

Executive Engineer
Mahananda Canal Division
Tinbatti/Siliguri