

# MAHESHTALA MUNICIPALITY

MAHESHTALA, SOUTH 24 PARGANAS

NIT NO:MM/IT/1/20-21/2<sup>nd</sup> call



NOTICE INVITING TENDER

TERMS & CONDITIONS OF TENDER



# MAHESHTALA MUNICIPALITY

## MAHESHTALA SOUTH 24 PARGANAS

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### NOTICE INVITING TENDER

#### **TENDER Notice no: MM/IT/1/20-21/2<sup>nd</sup> call**

The Chairperson, BOA, Maheshtala Municipality invites rate offer from the resourceful, experienced and bonafide firms having credential for such work, as put to tender, for the below mentioned supply.

#### **1) Name of the work :**

Supply of a several computers and other peripherals and accessories at various departments of Maheshtala Municipality.

Sl No.	Item Description	Rate w/o taxes
1.	CPU with following configurations i. Intel Dual core 8 <sup>th</sup> Gen ii. Gigabyte Mother Board H Series iii. RAM 4GB DDR4 iv. I-Ball cabinet with SMPS v. Hard Disk Seagate 1TB	
2.	CPU with following configurations i. Intel Core i3 7 <sup>th</sup> Gen ii. Gigabyte Mother Board H Series iii. RAM 4GB DDR4 Corsair iv. I-Ball cabinet with SMPS v. Hard Disk Seagate 1TB	
	Laptop with following configurations i. Intel Core i3 8 <sup>th</sup> Gen ii. Motherboard iii. RAM 8GB DDR4 iv. Hard Disk Seagate 1TB v. DVD RW vi. 14.5" Display	
3.	Logitech Keyboard+Mouse Combo	
4.	18.5/19" LG LED Monitor	
5.	HP Laserjet 1108 Printer	
6.	HP Laserjet 1020hc Plus Printer	
7.	Canon Flatbed Scanner A4 Size	
8.	APC UPS 700VA	
9.	USB Wi-Fi Nano Adapter	

\*Note: The configuration stated are minimum and to be replaced by higher specifications in case of unavailability or discontinuation of certain specs.

#### **Payment and warranty terms:**

- Payment terms shall be 90% against supply and balance 10% in due course.
- 01 (One) years on-site warranty and the supplier shall take all the responsibilities for coordination with the brand authorized service centre for the service during this period.



## 2) Eligibility criteria for the Bidders:

- 1) Having valid GST certificate, current P.TAX (20-21) clearance certificate, PAN, current Trade License (20-21), PL & Balance Sheet (F/y 19-20) and IT Acknowledgement (F/y 19-20). Please don't provide any unnecessary documents which are not asked for the NIT.
- 2) The bidder shall have credential for supplying of Servers/PCs/ Laptops etc. under State/Central Government, State/Central Government undertaking or any Local Body constituted by law having worth of at least 100000/- (One Lakh) in a single assignment in any year during the stretch of last five years. This shall have to be provided in the offer in the statutory cover.

## 3) Earnest Money and Non-refundable Tender Document cost

EMD of Rs.2000/- to be deposited in the cash section of Maheshwala Municipality. Those who have already quoted for this tender may not to submit it further. But they need to quote against this tender as a fresh offer and the previous photocopy of the payment receipt may be submitted along with the technical documents.

## 4) General Process of Submission of Online Tender

- i) The rate shall be valid initially for 06(six) months from the date of issue of order failing which they may be debarred from participating in any/all tender for a stipulated time as per the decision of the authority. Incomplete bid will not be accepted and shall be rejected forthwith.
- ii) No separate freight will be allowed.
- iii) Escalation of price on any ground and/or consequent cost overrun shall not be allowed.
- iv) The bid shall be of two parts: Technical Bid containing all details as per para 2.  
Financial bid of the shortlisted bidders will only be opened.
- v) Time of supply: Within 10 days from the date of AOC

- **N.B: Tenders may be rejected if any item in the technical cover is missing.**

## 5) Financial Proposal

The intending tenderer shall quote rate as per BOQ, which is stated in tabular form above.

## 6. General information

- i. Incomplete bid will not be accepted and shall be rejected forthwith.
- ii. Escalation of price on any ground and/or consequent cost overrun shall not be allowed.
- iii. The bid shall be of two parts: Technical Bid containing all details stated earlier. Financial bid of the shortlisted bidders will only be opened.

**7. DATE & TIME SCHEDULE MM/IT/1/20-21**


Sl.no	Particulars	Date & Time
i)	Date of publish of the tender	25/09/2020
ii)	Bid submission closing date	05/10/2020 upto 14.00 hrs.
iii)	Technical Bid opening date	05/10/2020 after 14.00 hrs.
iv)	Date for opening of financial bid	To be notified later on.

**N.B.**

- i) The time schedule may be changed and shall be published accordingly.
- ii) Any corrigendum if required shall be published in office Notice Board Only

**8. Miscellaneous Information**

- i. The specification of work may be changed during execution of the work as per order of the Officer in Charge.
- ii. Submission of EMD payment challan is mandatory in the technical cover.
- iii. The Maheshtala Municipality reserves the right to cancel the NIT. No compensatory claim shall be entertained of any kind and nature. The Maheshtala Municipality also reserves the right to reject in full or in part any offer without assigning any reason whatsoever.

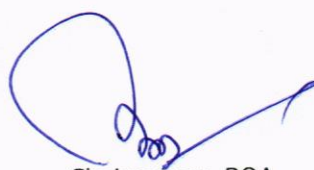
  
Chairperson, BOA  
Maheshtala Municipality

Memo No. 4496 (14) 1-A/mm/D.C/909

Date : 25-9-2020

Copy forwarded for information and necessary action to

- (1) Members, BOA
- (2) Executive Officer
- (3) Finance Officer
- (4) OSD
- (5) Secretary
- (6) Head Clerk to arrange a drop box for this tender.
- (7) Store In-Charge
- (8) IT Coordinator
- (9) Cash Section

  
Chairperson, BOA  
Maheshtala Municipality