

**WEST BENGAL SCH. CASTES, SCH. TRIBES & OTHER BACKWARD CLASSES DEVELOPMENT
& FINANCE CORPORATION
DISTRICT BRANCH COOCH BEHAR**

NIT NO.:- 01 of FY 2022-2023

NOTICE INVITING TENDER

For Installation of 3 (three) nos. Desktop Computer and 1 (one) no. Printer with Scanner


Sealed Tenders in respective letter head of the firm are invited from bonafide firms / agencies for supplying materials as per the specifications of the items displayed, and fulfilment of the terms and conditions stated hereunder.

Specification

Sl. No.	Item Name	Specification	Quantity	Maximum Cost per item in Rupees per Item (Including GST)	Tendered rate per item in Rupees per Item (Including GST)
01.	Desktop Computer	Intel Core i5 10 th Generation Processor, 8 GB RAM, 1 TB HDD, Keyboard + Mouse, 19.5" Monitor, Windows-11 Operating System Original	3 Nos.	59,500.00	
02.	Laser Printer with Scanner	High speed USB 2.0 port, build in fast Ethernet 10/100 base TX Network port build in Wi-Fi 802.11b/g/n	1 No.	19,500.00	

Terms and Conditions

1. The applicant must be a bona fide dealers / agencies and photocopy of all the relevant documents duly self-attested including valid GST registration certificate, IT Certificate, PAN card, Up to date professional Tax Clearance Certificates and Trade License must be submitted.
2. If any dealers / agencies fail to submit the required papers in Pt. 1, his tender will be rejected.
3. Sealed Tender are to be submitted in the drop box kept at the chamber of the District Manager, W.B. SC, ST & OBC Development & Finance Corporation, Cooch Behar District Branch at First Floor of Kalyan Bhawan, M.J.N. Road, Cooch Behar on all working days within working hours. Tender received through any other means will not be accepted.
4. There will be two sealed envelopes- one will have all relevant documents (as mentioned in Serial No 1 of Terms and Conditions) inside and will carry the heading of Technical Bid. Another sealed envelope will have the Tendered Rate inside and will carry the heading of Financial Bid. Each Envelope should carry the name of the Bidder / dealers / agency.
5. The Tender should be submitted by 11:00 AM on 18.07.2022 & the same will be opened at 01.00 PM on the same day at the chamber of District Manager, W.B. SC, ST & OBC Development & Finance Corporation, Cooch Behar District Branch. Interested bidders may remain present at the time of opening of the Tender.
6. Rate Tendered should be inclusive of all duties, taxes, GST etc.
7. The price Tender against the item must be written or typed neatly. Corrections, if any should be properly authenticated. Incomplete offer will be rejected.
8. The undersigned reserves the right to relax any of the aforesaid criteria, at any stage of tender process on specific ground.
9. This Notice Inviting item rate quoted Tender will be treated as part of the Tender Document.
10. No preconditioned tender will be accepted.
11. The item should be delivered in good sealed condition at the stipulated site within stipulated time failing which the order will stand cancelled.
12. The item should be displayed in working condition, if the item is found to be not working, and then repairing of the item will NOT be allowed and it should be changed within 5 days.
13. The transport cost will not be borne by this office.
14. Payment will be made after receiving the item in working condition only against submission of bill.


District Manager

W.B. SC, ST & OBC Dev. & Fin. Corporation
Cooch Behar District Branch

Memo No: 266(3)

Date: 27.07.22

Copy forwarded for information and wide publication to:-

- 1) DIO NIC with a request to publish in the Official District Website
- 2) CA to the Additional District Magistrate (Dev), Cooch Behar
- 3) Office Notice Board, W.B. SC, ST & OBC Development & Finance Corporation, Cooch Behar


District Manager

W.B. SC, ST & OBC Dev. & Fin. Corporation
Cooch Behar District Branch