



सत्यमेव जयते

GOVERNMENT OF WEST BENGAL
Office of the District Magistrate
South 24-Parganas, Nezarath Section
New Administrative Building, 1st Floor, Alipore, Kolkata-27
Email: - ndcalipore@gmail.com

Memo No: 17/NZ/PGE -2024

Dated: 05/03/2024

EXPRESSION ON INTEREST (EOI NO: QSF/NZ-02/77)

- ❖ In connection with ensuing Parliament General Election-2024, the undersigned on behalf of the District Magistrate, South 24 Parganas invites Expression on Interest from reliable, resourceful, bonafide and experienced firms/companies/individual contractors having requisite financial capability with technical credential on execution of similar nature of work and sufficient experience in supplying of **(1) DESKTOP COMPUTER WITH UPS, (2) LAPTOP, (3) LASER PRINTER (B&W), (4) LASER MULTIFUNCTION PRINTER CUM SCANNER CUM XEROX (3-IN-ONE), (5) COLOUR PRINTER, (6) SCANNER & (7) XEROX MCHINE ON DAILY HIRE BASIS** at different points/Cells including Training Venues/EVM Commissioning Venue/DC-RC/Counting Venue during the period of Parliament General Election-2024.

SCOPE OF WORK:

ITEM NAME	DESCRIPTION	QUOTED RATE (Rs.) [Including GST]
Desktop Computer with UPS On Hire Basis	1. Intel I-3 Processor 2. Motherboard 3. 4 GB DDR4 RAM 4. ATX Cabinet with SMPS 5. 1 TB Hard Disc 6. 18.5" LED Monitor 7. Logitech Keyboard Mouse Combo	Rs..... Per Unit per Day (Including GST)
Laptop On Hire Basis	1. Intel I-3 Processor 2. Motherboard 3. 4 GB DDR4 RAM 4. ATX Cabinet with SMPS 5. 1 TB Hard Disc 6. 15.6" LED Monitor 7. Logitech Keyboard Mouse Combo	Rs..... Per Unit per Day (Including GST)
Laser Printer on Hire Basis	Laser Black & White Printer with cartridge	Rs..... Per Unit per Day (Including GST)
Laser Printer cum Scanner cum Xerox facility on hire basis	Multi-Function Printer (3-in-1) with mandatory copying facility with cartridge	Rs..... Per Unit per Day (Including GST)
Laser Colour Printer on hire basis	Normal Laser Colour Printer with all cartridges	Rs..... Per Unit per Day (Including GST)
Scanner on hire basis	Automatic multi pages scanning facility	Rs..... Per Unit per Day (Including GST)
Xerox Machine	Xerox Machine with duplex facility	Rs..... Per Unit per Day (Including GST)

- ❖ Sealed Quotations on estimated rate are invited from experienced bonafied, eligible agencies/contractor having experience in similar nature of work.
- ❖ They should furnish a copy of (1) **GST Registration Certificate**, (2) **PAN Copy**, (3) **Trade License of similar nature of work**, (4) Upto date **Professional Tax clearance certificate** & (5) **Upto date Income Tax Return Copy** along with their quotation in company's letter head pad.
- ❖ They should furnish a credential of similar nature of work performed within last 5 years including election.
- ❖ Sealed quotations will be received in a sealed box located at the Office chamber of the Officer-in-Charge, Infrastructure Cell, South 24 Parganas (Nezarath Section, New Administrative Building, 1st floor, Alipore, Kolkata-700027) from **10:00 AM to 5:00 PM** on all working days except Saturdays & Sundays and other N.I. Act holidays.

Anasuya
Additional District Magistrate (General)
Alipore, South 24 Parganas

QSF/NZ-02/77



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- ❖ The **last date and time of submission** of the quotation is **13/03/2024** upto **5:00 PM**.
- ❖ The **date & time of opening the quotation** is **13/03/2024** at **5:30 PM** at the Office chamber of the Officer-in-Charge, Infrastructure Cell, South 24 Parganas (Nezarath Section, New Administrative Building, 1st floor, Alipore, Kolkata-700027). The intending bidders or their authorized representatives may remain present at the time of opening of the quotation.
- ❖ The undersigned reserves the right to accept or to reject any quotation or to distribute the work amongst the bidders without assigning any reason, whatsoever.
- ❖ Any attempt by the bidders to produce fake or false documents and frivolous complaints with an intention to vitiate the tender process will be viewed seriously and the tender committee will take necessary action to initiate process for black listing them.

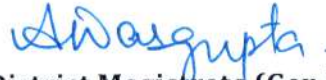

Addl. District Magistrate (Gen.)
Alipore, South 24 Parganas

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Copy forwarded for information with a request to display the EOI in his/her office's display board to:

1. Officer-in-charge, Infrastructure Cell South 24 Parganas for displaying EOI in office notice board
2. DICO, South 24 Parganas for publishing brief advertisement of EOI in the newspaper as prescribed
3. DIO NIC, South 24 Parganas for displaying the EOI in official website of the district
4. PA to District Magistrate & DEO, South 24 Parganas for placing the notice before the District Magistrate, South 24 Parganas for his kind perusal.
5. PA to ADM (Election) South 24 Parganas for placing the notice before ADM (Election), South 24 Parganas for his kind perusal.


Addl. District Magistrate (Gen.)
Alipore, South 24 Parganas