



**GOVT. OF WEST BENGAL  
OFFICE OF THE D.P.C. (MGNREGA)**

**&  
DISTRICT MAGISTRATE, ALIPURDUAR**

(E-mail: mgnrega.apd@gmail.com)



Memo No. 288/A / MGNREGA

Date: - 06/12/2019

**NIT NO.:- 05/MGNREGA/2019-20**

**NOTICE INVITING TENDER FOR SUPPLY OF OFFICE COMPUTERS & PRINTERS**

Sealed tenders in respective letter head of the firm are invited from authorized dealers/ authorized agencies/ companies having experience or credential of working with Government departments / Undertaking as per the specifications stated, and fulfilling of the terms and conditions stated hereunder.

**Specifications of the required items:-**


SI No.	Product	Specification	Qty (in nos.)
1	HP All in One (Commercial)	Intel Core i5, 8 <sup>th</sup> Generation, 1 TB HDD, Windows 10 Pro, 21.5" full HD, 3 years onsite warranty with Anti-Virus (Quickheal Total Security)	3 pcs
2	HP Color Laser MFP 179 fnw Printer	Print, copy, scan, fax, Print speed letter: Up to 19 ppm black; Upto 4 ppm color, Dual band Wi-Fi; 150 sheet paper tray (standard); HP Smart App	3 pcs
3	HP Laserjet Pro MFP 226dw Printer	Print, scan copy and fax, 1Hi-Speed USB 2.0; 1 Hi-Speed USB 2.0 (HOST); 1 Ethernet 10/100 Base- TX; 1 phonenumber (in); 1 phonenumber (out); 1 Wireless 802.11b/g/n	6 pcs

**Terms and Conditions**

1. The tender documents are to be submitted by 1.00 pm on 16th December, 2019 & the same will be opened at 3.00 pm on same day.
2. Two sealed envelopes containing the "Technical Bid" & "Financial Bid" should be addressed to "The District Programme Co-ordinator, MGNREGA-WB, Alipurduar" and should be super scribed as "Supply of Office Computers & Printers".
3. The rates quoted should be considered as inclusive of all taxes and charges whatsoever.
4. The rates quoted should be quoted in the manner which should not exceed the Maximum Retail Price.
5. The rate quoted in the tender shall remain open for acceptance up to three (3) months from the date of tender.
6. The work is bound by the terms and conditions as mentioned in the tender form or its appropriate byelaws along with the specifications.
7. Conditional tender will not be accepted.
8. Before submitting the tender, bidders are requested to satisfy themselves by actual visit of site as regards the local conditions and also about other matters related to the said work.

9. The earnest money of Rs. 14,500.00 (Rupees Fourteen Thousand and Five Hundred only) for the work should be drawn in favor of the District Programme Co-ordinator, MGNREGA, Alipurduar in the shape of demand draft issued by any nationalized bank.
10. The applicant must have supplied good to the Govt. department for at least an amount of Rs. 1.50 lakh (single work) within last 03 years and must have valid GSTIN certificate, latest Income Tax return, trade license, PAN card on the date of issue of this notice. Copy of all the relevant documents must be enclosed with the tender documents.
11. The tender which do not fulfill the above conditions or challenging in any respect will be rejected.
12. The acceptance of the tender will rest with the accepting authority who does not bind himself to accept the lowest rate and reserves all rights to reject in part or full one or all tenders received without assigning any reason thereto.
13. Sealed tenders are to be dropped in the drop box kept in the MGNREGA CELL, ROOM No.- 203, Dooars Kanya, Alipurduar on all working days within working hours. Tenders received through any other means will not be accepted.
14. The work shall have to be completed within 30 days from the date of issue of work order.
15. Under any circumstance if any of the day or days of application / purchase / dropping of tender as mentioned in the above time schedule are declared as holidays by the central / state Government the date of application / purchase / dropping of tender as the case maybe, will automatically be the next working day and time will be the same. No separate notification will be published in this respect.
16. The tender inviting authority reserves the right not to issue tender paper to any applicant, if the applicant fails to fulfill the above requirements without showing any reason.
17. The permission shall not be issued against any application sent by post / courier in any case. Intending bidders must produce credentials personally with similar nature/ type of work experience.

**For further details intending applicants may contact with the MGNREGA Section, Room No.- 203, Dooars Kanya, Office of the District Magistrate, Alipurduar.**

  
Addl. District Programme Co-ordinator  
MGNREGA, Alipurduar


&  
Addl. District Magistrate (D)  
Alipurduar

Date:- 06 /12/2019

**Memo No. 288/A/1(8)/MGNREGA**

**Copy forwarded for information & with the request to make wide circulation & display in their office Notice board:**

1. The Savadhipati, Alipurduar Zilla Parishad, Alipurduar
2. The Addl. Executive Officer, Alipurduar Zilla Parishad, Alipurduar
3. The Sub-Divisional Officer, Alipurduar (Sadar)
4. CA to District Magistrate, Alipurduar
5. CA to Addl. District Magistrate (G), Alipurduar
6. Official Website ([www.mgnregaalipurduar.org](http://www.mgnregaalipurduar.org))
7. Office notice board, MGNREGA Section, Office of The District Magistrate, Alipurduar.
8. Office notice board, Nezarath Section, Office of The District Magistrate, Alipurduar.

  
Addl. District Programme Co-ordinator  
MGNREGA, Alipurduar

&  
Addl. District Magistrate (D)  
Alipurduar