



Hooghly-Chinsurah Municipality

Mahendra Mitra Road, Pipulpati, PO & Dist. - Hooghly

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Memo No.: 803/17

Date: 25/02/2021

Notice Inviting Tender for the supply of Desktop Computers, UPS, Laptop, Anti Virus, Printer for Accounts Dept.

Scaled tenders are hereby invited from eligible experienced, bonafide, resourceful and authorized dealer/distributor, manufacturer and computer agencies for supply and installation of above items on or before 11/03/2021 up to 2.30 pm.

The agency should submit Technical and Financial bid separately along with other credentials and documents (like income tax clearance, professional tax, PAN card, Trade license, GSTIN, past experience, work orders, etc in a single envelope. EMD of Rs. 4000/- (Rupees Four thousand only) in the form of Demand Draft / Pay Order to be attached. Tenders without EMD will be cancelled. The sealed envelope should be super scribed "Tender for the supply of Desktop Computers, UPS, Laptop, Anti Virus, Printer for Accounts Dept." vide notice no. _____ and addressed to the Chairman, Hooghly Chinsurah Municipality.

The tenders will be opened on the same day i.e. on 11/03/2021 at 3.00 pm. Bidders may remain present at the time of opening the tender. Wherever options are given in the specification separate rates should be given for the options.

Items required: (Leading Globally reputed brands)

1) Desktop Computer – 5 nos.

(9th Generation or higher i3-Processor, 4 GB RAM DDR4 (Expandable upto 32 GB), 1 TB SATA Hard Disk, OS- Ubuntu, 19.5" monitor, WiFi, Bluetooth, LAN Ethernet 100/1000 keyboard, Mouse, Chassis intrusion switch, Warranty – 3 years onsite (3-3--3)

2) Printer – 2 nos.

(A4 Laser Network MFP printer, LAN Ethernet port (network scanning and network printing, direct USB flash drive scanning and printing, Duplex printing and Wi-Fi and DADF)

3) 2 (two) Years onsite Extended Warranty Carepack for the printer mentioned in No. 2 – 2 no.

4) Laptop – 1 no.

(commercial 9th Generation or higher i3-Processor, 4 GB DDR4 RAM, 512 / 1 TB GB SSD or 512 GB / 1 TB HDD, 15.6" display, OS- DOS/ UBUNTU, Backpack carry bag, Warranty- 1 (one) year onsite)

5) 2 (two) Years onsite Extended Warranty Care pack for the Laptop mentioned in No. 4 – 1 no.

6) External DVD/CD RW (USB) – 1 no.

7) UPS (line interactive) – 600/650/700 VA – 5nos.

8) Anti-Virus 3 years license – 6 users.

**** The above required quantities may increase / decrease but the prices quoted should remain the same during further purchase. Award of items may be given item wise to lowest bidder in each.

Terms and Conditions

The rate shall be inclusive of all taxes & duties, delivery and installation charges, training, support and others. The items should be delivered and installation work should start within 3 (three) days from the date of placing the order and total installation work should be complete within the same day. The undersigned reserves the right to choose a particular brand during Technical Evaluation. Comparison of bids will only be made among bidders on same model and similar specification only during Financial Evaluation. All training materials and manuals must be supplied. Security deposit @10% on the final bill will be deducted for 1 (year). Bids must be valid for 180 days. The undersigned reserves the right to accept or reject any or all of the bids without assigning any reasons thereof. Acceptance and issue of work order for all the items of the tender is also not guaranteed. The undersigned has the sole discretion regarding issue of work order item wise to the suitable individual bidder. No condition will be allowed from the bidders. All necessary softwares and user manuals should be supplied. Rates quoted shall remain firm till the completion of work.

Chairperson,
Board of Administrators,
Hooghly - Chinsurah Municipality


Chairperson
Member, Board of Administrators
Hooghly Chinsurah Municipality

Memo No: 803/7/8

Date: 25/2/21

Copy forwarded to for information and necessary action to:

- 1) The Executive Officer, HCM.
- 2) The Finance Officer, HCM.
- 3) Head Clerk, HCM.
- 4) Accountant, HCM
- 5) The Store Keeper
- 6) Website of HCM
- 7) Office Notice Board



Chairperson,
Board of Administrators,
Hooghly - Chinsurah Municipality
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Member, Board of Administrators
Hooghly Chinsurah Municipality

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Copy forwarded to with a request to display on the office notice board for wide publicity:

- 1) The District Magistrate, Hooghly
- 2) The Sub Divisional Officer, Sadar, Hooghly
- 3) The Sabhadipati, Hooghly Zilla Parishad
- 4) The D.I.C.O., Hooghly, (Rabindra Bhawan), Chinsurah, Hooghly
- 5) The D.I. Primary, Hooghly
- 6) The D.I. Secondary, Hooghly.
- 7) The Deputy Director of Local Bodies, Hooghly
- 8) D.P.S.C, Hooghly


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