

GOVERNMENT OF WEST BENGAL
OFFICE OF THE DISTRICT MAGISTRATE AND DISTRICT ELECTION OFFICER, ALIPURDUAR
P.O. ALIPURDUAR COURT, PIN-736122
E-mail: general.dmapd20@gmail.com

Memo no.14/ /General

Date: 13/01/21

NIQ No 01/ General/2020-2021
NOTICE INVITING QUOTATION

Sealed quotation is hereby invited from the reputed and bonafide dealers/ suppliers for supply of two computers and other electronic items, as per specification enclosed herewith.

1. The quotation paper will be received till **18.01.2021 up to 2.00 P.M** and opened on the same date at **3.00 P.M** at office of the Addl. District Magistrate (General), Alipurduar. The quotationers may remain present at the time of opening the box of quotation, if they intend to do so.
2. Quotations shall be dropped as per Annexure-A.

Annexure-A

Sl.no	Name of Agency	Name of item	Make	Quantity	Specification	Rate per computer (In Rs.)
1		Desktop with Mouse and Keyboard	HP	02(two)	HP Commercial I3 1TB Hard disk 4GB RAM Windows 10 Original	
2		Monitor	HP	02 (two)	18.5 inch	
3		UPS	APC	2(two)	600VA	
4		External Hard Disk		01	1 TB	

3. The rates will have to be quoted both in figures and in words and any errors or overwriting must bear initial/signature of the quotationer on it. Any deviation would make the quotation paper liable for cancelation, as decided by the competent authority.
4. Sealed envelope containing quotation along with other necessary papers should be addressed to "The District Magistrate, Alipurduar" and dropped in the drop box to be kept in the office of the District Magistrate, Alipurduar, General Section(Room no 109), Dooars Kanya, Alipurduar on all working days within working hours. Quotation received through any other means will not be accepted.
5. Only one quotation would be accepted from one dealer or supplier.
6. The undersigned also reserves the exclusive right to accept or reject any/ all the quotation without assigning any reason whatsoever.
7. Supply of all items should be made to the General Section within 03(three) days after receiving the work order.
8. Verified Trade License, PAN Card, GST registration documents must be submitted along with the quotation.

Enclosed: As Stated



For District Magistrate
Alipurduar

Memo no.14/1.6/General

Date: 13/01/21

Copy forwarded for information and wide publicity to:

1. CA to the District Magistrate, Alipurduar.
2. The Sub-Divisional Officer, Alipurduar.
3. The Block Development Officer (All), Alipurduar.
4. DIO, NIC with a request to publish in the district website.
5. Office notice board.
6. Office file


For District Magistrate
Alipurduar