



GOVERNMENT OF WEST BENGAL

Directorate of Forests

Office of the Divisional Forest Officer,

RUPNARAYAN DIVISION.

Rangamati, Midnapore. PO-Vidyasagar University,

Dist – Paschim Medinipur. Pin-721102.

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Quotation for “Supply of Computer Peripherals including maintenance in Rupnarayan Division ” RANGAMATI, MIDNAPORE.

No. 690 /2- Quot Dated The Midnapore 18/05/18

The establishment of Rupnarayan consists of more than 20 computers which are constantly in use to perform various office jobs which were otherwise not possible to perform within the time frame provided for the purpose. For smooth functioning, it requires to maintain those machines properly along with supply of the related materials. Thus In pursuance to the G.O No-5400-F(Y) dt 25/6/12 and its subsequent amendment No-2254-F dt 24/4/14, the Divisional Forest Officer RUPNARAYAN Division, Rangamati, Midnapore, on behalf of Governor of West Bengal, invites **cluster wise quotations** from bonafide, resourceful suppliers/contractors for carrying out the following works at various Ranges of Rupnarayan Division as per following location details & estimates.

Sl No	Item of Works	Unit	Max Admissible Amount (Rs)	Cluster	Remarks
1	600 VA UPS i-Ball/ Microtek/ Foxin	1No	2500	Divn Hq-1 Amlagora-2 Garbeta-3 Hoomgarh-4 Mahalisai-5 Goaltor-6	Supply to be completed within 7 days from the date of placing of order.
2	Printer HP Laserjet 1020 Plus/ CANON LBP 2900	1 No	10950		
3	Motherboard Foxin G31/Zebtronics G31/ Other G31	1 No	3500		
4	Motherboard Foxin G61/Zebtronics G61/ Other G61	1No	4500		
5	Motherboard Foxin H110/Zebtronics H110/ Other G31	1No	5500		
6	RAM 2GB DDR2 667/800 FSB	1No	2600		
7	RAM 4GB DDR3 1333/1600/DDR4 2133/ 2400 FSB	1No	3800		
8	SMPS 450W / 500W/ Forntech/ Foxin/ Zebtronics	1No	750		
9	CANON Toner Cartidge NPG51 (IR 2525)	1No	3500		
10	HP Toner Cartidge 12A (HP 1020/M1005/Canon 2900)	1No	6200		

11	Compatible cartridge 12A (HP 1020 / M1005 / Canon 2900)	1No	1250		
12	Logitech USB Optical Mouse M90	1No	400		
13	Logitech Keyboard + Mouse combo Mk200	1No	1200		
14	Quick Heal Total Security 1 User (New/Renew)	1No	1500		
15	Quick Heal Internet Security 1 User/1 year (Renew)	1No	1000		
16	Pen Drive 32 GB HP/Sony/other	1No	1200		
17	HDD 1TB Seagate/ Western Digital Internal	1No	4000		
18	HDD 2 TB Seagate / Western Digital External 2.5"	1No	7000		
19	AMC for CANON image runner 2525	LS	13500		
20	Monitor 18.5" / 19.5" LG/Samsung/Dell	1No	6000		
21	Processor Core i3 4 th /6 th /7 th Generation	1No	9000		
22	DVD Writer LG/ Samsung/other	1No	1100		
	Grand Total		90,950		

Intending quotationers are requested to submit their quotations by name "Shri Arnab Sengupta, W.B.F.S, D.F.O., Rupnarayan Division", Rangamati, Midnapore from **21 /05//2018 to 07 /06/2018** from 11.00 AM to 4.00 PM on the working days and will be **opened on 07 /06/2018 at 5.00 p.m** in the presence of the quotationers as remain present. Quotations shall be submitted at the quotation box only, ear-marked for the purpose. The quotationers shall have to enclose valid I.T., VAT/GST Clearance certificate with their quotation.

FORMAT FOR SUBMISSION OF QUOTATION

SI No	Item of Works	Unit	Max Admissible Amount (Rs)	Cluster	Offered rate inclusive of all taxes
1	600 VA UPS i-Ball/ Microtek/ Foxin	1No	2500		
2	Printer HP Laserjet 1020 Plus/ CANON LBP 2900	1 No	10950		
3	Motherboard Foxin G31/Zebtronics G31/ Other G31	1 No	3500		
4	Motherboard Foxin G61/Zebtronics G61/ Other G61	1No	4500		
5	Motherboard Foxin H110/Zebtronics H110/ Other G31	1No	5500		


6	RAM 2GB DDR2 667/800 FSB	1No	2600		
7	RAM 4GB DDR3 1333/1600/DDR4 2133/2400 FSB	1No	3800		
8	SMPS 450W / 500W/ Forntech/ Foxin/ Zebronics	1No	750		
9	CANON Toner Cartridge NPG51 (IR 2525)	1No	3500		
10	HP Toner Cartridge 12A (HP 1020/M1005/Canon 2900)	1No	6200		
11	Compatiable cartridge 12A (HP 1020 / M1005 / Canon 2900)	1No	1250		
12	Logitech USB Optical Mouse M90	1No	400		
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14	Quick Heal Total Security 1 User (New/Renew)	1No	1500		
15	Quick Heal Internet Security 1 User/1 year (Renew)	1No	1000		
16	Pen Drive 32 GB HP/Sony/other	1No	1200		
17	HDD 1TB Seagate/ Western Digital Internal	1No	4000		
18	HDD 2 TB Seagate / Western Digital External 2.5"	1No	7000		
19	AMC for CANON image runner 2525	LS	13500		
20	Monitor 18.5" / 19.5" LG/Samsung/Dell	1No	6000		
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22	DVD Writer LG/ Samsung/other	1No	1100		
	Grand Total		90,950		

Terms & Conditions.

1. Quotation is floated with an anticipation of administrative and financial approval from appropriate authority. If approval is not received or fund is not there, the quotation shall be cancelled outright without assigning any further reason. Work order, after completion of due formalities shall be issued accordingly. Payment for availing quotation paper, if any shall not be refunded under any circumstances.

2. The intending bidders shall be allowed to participate in any or all of the clusters of his/her own choice. However, he must possess credentials of similar nature of job not more than 3 years old. The financial credentials should be at least 60% of the maximum admissible rate for maximum 3 contracts within this 3 years span. He must also possess sufficient manpower to implement the work.
3. The cluster and location shown in the tender notice are indicative in nature. Location may vary as per exact field situation. Successful bidder/s shall have to make their own arrangement to carry out the works in new location (Nearest possible location from the cluster for which he/she has opted) on their own. No claim of excess payment shall be entertained in such cases.
4. Rate quoted should be inclusive of all Taxes.
5. Intending bidder shall be allowed to participate in any or all of the clusters, subject to having the requisite financial potential which should be at least 60 % of estimated costs of the cluster/s he/she is willing to participate calculated for a single contract. It is expected that the intending bidders should be conversant with the similar nature of jobs.
6. In general the lowest rate will be accepted for each cluster. However, the undersigned is not bound by the lowest rate.
7. It is mandatory to pay Minimum Wage, if any, as per the latest Minimum Wage Act.
8. The Divisional Forest Officer, Rupnarayan Division, shall have the liberty to cancel any part/cluster or the entire quotation without assigning any reasons thereof.
9. The requisite certificate such as PAN, VAT/GST, Bank A/c Details shall have to be submitted along with quotation.
10. Security, as applicable, shall have to be deposited by the successful bidders.
11. Work Order shall be issued as per exact field situation. Bill shall be processed as per actual work done in the field and not based on lowest rate quoted only, subject to the limit mentioned in the table above.
12. Work should be done as per requirement. The successful bidder/s should be in a position to carry out orders within 24 Hrs from the information of programme. Payment should be made as per actual supply and maintenance.
13. Work Order shall be issued as per exact field situation. Bill shall be processed as per actual work done in the field and not based on lowest rate quoted subject to the limit mentioned in the table above.
14. The quotationer/supplier/contractor should have valid license from concerned authority.
15. **Sample, if applicable, should be supplied to the AFR section before quoting the rate through quotation.**
16. Delivery of the materials should be free of cost.
17. The rate offered should be valid for 6(Six) months. However the same can be increased up to 1 year subject to satisfactory service of the quotationer.
18. Actual work at field level shall be dependent on the field level situation as per recommendation of the concerned Range Officer. Payment will be made based on actual supply / work done.
19. It shall be the responsibility of the successful bidder to pay minimum wages to the labourers engaged for the work. In no case minimum wages shall be compromised under any circumstances.
20. Concerned Range Officer will be at his liberty to engage skill labourers from among the FPCs; but payment as per minimum wage act, shall be required to be made by the contractor concerned.
21. If required, and if decided by the Range Officer concerned, payment to the labourers shall be given directly to the respective bank accounts of the labourers. Successful bidder shall not have any say regarding the matter.
22. In that case bill shall be prepared accordingly based on the certificate provided by the concerned Range Officer in this regard referring the same quotation no. & work order no.
23. Work order will be issued to the successful quotationer as and when required and subject to availability of fund from appropriate authority.
24. In no case, the Department of Forest, any staffs of Rupnarayan Division, shall be held responsible for any accident/death of the labourer engaged in the field during the time of work. Safety and security shall be

exclusively the concern of the successful bidders and he/she shall have to pay the compensation for such incidences as per existing rules.


Divisional Forest Officer,
Rupnarayan Division
Rangamati, Midnapore

No. 690 /2- Quot Dated The Midnapore 18/05/18

1. The Chief Conservator of Forests, Western Circle, West Bengal.
2. The District Magistrate, Paschim Medinipur.
3. The Superintendent of Police, Paschim Medinipur.
4. The Sub-Divisional Officer, Sadar, Paschim Medinipur.
5. The Treasury Officer, Midnapore Treasury
6. All Divisional Forest Officer's, Western Circle, West Bengal.
7. The Treasury Officer, Midnapore Treasury.
8. The Block Development Officer, _____ Block.
9. The Assist. Divisional Forest Officer, Rupnarayan Division.
10. The Head Clerk, Rupnarayan Division.
11. The Budget, Accounts & Revenue Section.
12. AFR, Rupnarayan Division.
13. All Range Officers (Territorial), Rupnarayan Division.
14. Notice Board, Rupnarayan Division.


Divisional Forest Officer,
Rupnarayan Division,
Rangamati Medinipur