



N.I.Q No.02/DMMU

Dated: 04-06-2018

NOTICE INVITING QUOTATIONS

Sealed quotations are invited from the reputed contractors/suppliers of Murshidabad district for issuance of **Annual Maintenance Contract (AMC)** for the Computers/laptops and Printers, installed at the office of the Project Director, DRD Cell, Murshidabad under the following terms and conditions:-

- **AMC will be executed for 12 PC + 4 Laptop=16.**
- **Single rate should be quoted in figure as well as in words (including all taxes & charge, if any) for AMC of one Computer/laptop excluding the cost of any spare parts, to be required for preparing/making operational of the Computer/laptop, if any.**
- **An ongoing AMC for computer/laptop maintenance, made with any Govt. concern/Local Body/Govt. undertakings with satisfactory performance Certificate is required as credential.**
- **The successful Bidder will have to come under a contract for AMC for 365 days as first instance. The contract will be renewed for further period subject to fulfilment of the Terms and conditions of the contract.**
- **Any Technician / Expert in respect to computer/laptop and Printer is to be selected/deployed for the office of the undersigned so that he/she is available as and when necessity arises.**
- **Details of name & address of the Agency/Concern, Bank a/c No, name of bank & Branch, IFC code No. & MIRC code no. of the bank should be clearly mentioned so as to enable the undersigned for making payment of AMC cost easily.**

The quotation should be submitted in a sealed cover to the office of the undersigned on 11-06-2018 (up to 4-30 pm) or before. The Quotation will be opened on 11/06/2018 at 5-00 pm (**as per office Clock**) in presence of the willing Bidders.

The following documents are to be submitted compulsorily along with the quotation.

1. Copy of PAN card.
2. Copy of valid Trade license regarding the trade.
3. Copy of GST registration Certificate and tax clearance Certificates.
4. **Copy of Credentials as noted above.**
 - **The authority reserves the right to accept or reject any or all the quotations without assigning any reasons what so ever and the authority is not bound to accept the lowest quotation also.**
 - **This notice is not an assurance of any contract and may be cancelled at any time at discretion of the Undersigned for public interest and the authority reserves the right to interpret all clauses in case of dispute.**
 - **The undersigned shall not be liable for usual printing mistakes, if any.**


Project Director DRD Cell &
ADMD, DMMU Murshidabad

Memo No. **655(5)**/DMMU

dated 04-06-2018

Copy forwarded for information and necessary action to:

1. The ADM (G) & ADM Anandadhara, Murshidabad
2. The Sub- Divisional Officer, Berhampore, Murshidabad
3. The Nezarat Deputy Collector, Murshidabad with request to put up matter on the Notice Board.
4. The DIO, NIC, Murshidabad, with request to upload the Notice at the official web-site of Murshidabad District.
5. The CA to District Magistrate, Murshidabad


Project Director DRD Cell &
ADMD, DMMU Murshidabad