



GOVERNMENT OF WEST BENGAL
OFFICE OF THE EXECUTIVE ENGINEER
KOLKATA NORTH II DIVISION, HOUSING DIRECTORATE
82, BELGACHIA ROAD, KOLKATA-700037,
BLOCK NO.- C, FLAT NO.- 2, [GROUND FLOOR],
RHE 82, BELGACHIA ROAD HOUSING ESTATE
PHONE NO. [033] 2557-0154
EMAIL ID: kolkata.northii@gmail.com

Memo No. 303

Date : 11.03.2025

Notice Inviting Quotation No. 05 of 2024-25 of

Executive Engineer Kolkata North II Division. Housing Directorate.

Sealed Quotation are invited by the Executive Engineer, Kolkata North II Division. Housing Directorate, for Annual service contract (ASC) for providing service support to desktop computer along with accessories & Photocopier excluding spare parts for the office of the Executive Engineer, Kolkata North II Division & three Nos Subdivision under its jurisdiction .as per above stated configuration from the bonafide agency having experience as well as goodwill in similar nature of work in Government Department.

The Quotation will be received in tender box kept in the chamber of the Executive Engineer , Kolkata North II Division. Housing Directorate ,on the date and up to the time specified hereunder and will be opened by him or in his absence by such other officer as may be empowered by him in person on the same day half an hour after the time of receipt of quotation in presence of such participating quotationers or their authorised agents as may be choose to attends.

- A. Name of work : Annual service contract (ASC) for providing service support to desktop computer along with accessories & Photocopier excluding spare parts for the office of the Executive Engineer, Kolkata North II Division & three Nos Subdivision under its jurisdiction .
- B. Whether of special nature : Yes
- C. Quotationers eligible to submit Quotation: Bonafide outsider having experience as well as goodwill in similar nature of work in Government Department.
- D. Last date of application : 20.03.2025 upto 2.00 p.m.
- E. Date for publishing permission list of eligible agencies. : 20.03.2025 at 3.00 p.m.
- F. Date of submitting quotation paper : 21.03.2025 upto 1.00 p.m.
- G. Documents to be submitted along with application : Attested copies of valid Trade License, IT return (26AS), PTCC, PAN card, GSTIN, PF & ESI Registration Certificate as applicable and Credential of similar nature to be submitted along with application and original documents are to be produced for verification.

1.The accepting authority reserves the right to reject any or all the quotation without assigning any reason thereof and he does not bind himself to accept the lowest quotation.

2. Quotation papers in prescribed proforma will be issued to the eligible applicant.

3. The successful quotationer will have to execute a tender agreement on W.B.F No.2911 purchasing from this office and in proforma along with other documents within **seven days** from the date of issue of letter of acceptance failing which the quotation will be treated as cancelled.

4. The successful quotationer will have to deposit an earnest money @2% (two percent) of quoted amount in favour of the Executive Engineer Kolkata North II Division Housing Directorate along with tender paper.

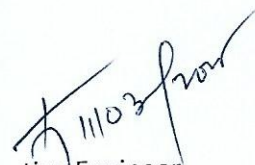
5. The successful quotationer have to provide service support to the computers with accessories and photocopier at the Division office & different Sub Divisions located at different places no extra claim will be entertained for that.

6. Further detailed information may be had in this office between 12:00 noon to 04:00 P.M on any working day.

7. The rate should be quoted both in figure & words and should be inclusive of all taxes i.e. G.S.T. CESS etc.

8. The tender may be terminated with 15 days notice either side.

Rate should be quoted considering one year annual maintenance.



Executive Engineer
Kolkata North II Division
Housing Directorate

Memo No. 303 /1[11]

Date : 11.03.2025

Copy forwarded to :

- 1) The Chief Engineer , H. Dte. for favour of his kind information.
- 2) The Superintending Engineer, South Circle, H. Dte. for favour of his kind information.
- 3) The Executive Engineer, KS I / II Div. KN-I Div. H. Dte. for favour of his kind information.
- 3) The Assistant Engineer Kolkata North Sub-Division III/IV & Barasat Sub Division, , H. Dte.
- 4) This office Tender Notice Board.
- 5) The Estimating Section & D.A.O of this Division.


Executive Engineer
Kolkata North II Division
Housing Directorate