



2011

जनगणना कार्य निदेशालय, पश्चिम बंगाल
Directorate of Census Operations, West Bengal



ENSURE REGISTRATION OF
EVERY BIRTH AND DEATH

जनगणना भवन

JANGANANA BHAWAN

No. D-21014/6/Estt/2014/ 2495

Dated: 03.02.2016

NOTICE INVITING QUOTATIONS

Sealed Quotations superscripting Quotations are invited from reputed firms for Comprehensive Annual Maintenance Contract (AMC) of 8 (eight) Nos. of PCs (warranty expired on 31.01.2016) of SRS Section and (two) Printer mentioned in Annexure-I. Firms having sufficient experience in maintenance work of PC Hardware-Software and Printers and agreeing to the below mentioned terms and conditions, should submit their quotations in the prescribed format (Annexure-II) with all relevant documents in support of experience etc., in sealed envelope. The quotations should reach this office by 23.02.2016 within 3.00 P.M. and will be opened on the same date i.e. 23.02.2016 at 3.30 P.M. in presence of representatives of bidders, if any.

Terms and conditions for Comprehensive Annual Maintenance Contact (AMC): -

1. Rate should be quoted separately for each specification (Annexure-I) in the prescribed format (Annexure-II).
2. The period of AMC is for a period of one year from the date of award of contract.
3. During the contract period the Engineer / Mechanic of the Service Provider must visit this office when called within 24 hours, excluding holidays and rectify the entire fault free of cost. Also, the PCs and Printers will be serviced on quarterly basis as Preventive Maintenance.
4. The repair work will be done in office premises and only such work will be allowed to be done at Contractor's workshop with the written permission of the Office which is not possible to execute in the office premises.
5. Certified and Stamped documents as required in Annex-II.
6. AMC includes free repairing/replacement of parts of the PCs and Printers, excluding consumables. Adequate Spare would be maintained by the service provider at site.
7. Payment will be released on Quarterly Basis after satisfactory services. The firm may submit the quarterly claim within one month after the quarter in question along with the bill and copy of service call report duly signed /certificate. If the services are not provided to the satisfaction of the user, the Service provider will be liable for deduction of proportionate amount which shall be determined by this office from the total amount to be fixed for the AMC.
8. The PCs and Printers may be inspected upto 12.02.2016 in working days and hours without any charge.
9. Quotations received after the specified date and time will not be entertained.
10. The office reserves the right to reject any or all of the quotations without assigning any reason thereof.

P. C. Coomar
3/2/2016

(Dr. P.C. Coomar)

Joint Director & Controlling Officer

To:
All Prospective Bidders

Copy to:

- i) Members of Tenders/Purchase Committee/Dealing Hand
- ii) ORGI website www.Censusindia.gov.in/tender -- Sri Prashant Kumar, DEO Gr. 'B' for necessary action p.
- iii) Office Notice Board (Salt Lake/Behala/Badu)
- iv) No. D-15019/2/2011/Estt/, v) Sri Manoj Biswas, UDC (Cashier) and vi) Guard File No.

Annexure-I

HP Compaq 8300 Small Form Factor (Intel Core i7 installed on 14.02.2013 for SRS Section

Sl. No.	Desk top Computer Serial No.	Monitor Serial No.	Name of User	Section	Floor
1	INA 250SW3C	3CQ24205J3	Sri Sandipan Bhattacharya, Compiler		1 st
2	INA 250SW68	3CQ24205OX	Sri Narendra Nath Das, Sr. D/man	Admn	4 th
3	INA 250SW57	3CQ2371DVS	Sri Sujita Kr. Padhan, SI-I		1 st
4	INA 250SW5Q	3CQL382HID	Sri Jagannath Ahikar, DEO Gr. 'B'	Admn	
5	INA 250SW34	3CQ24205SN	Smt. Tandra Dutta, Asstt. Director		7 th
6	INA 250SW67	3CQ2430COL	Smt. Anima Das, Compiler		5 th
7	INA 250SW0V	3CQ244089P	Sri Amit Majumdar, Compiler		7 th
8	INA 250SW27	3CQ2360481	Sri Ajoy Shukla, Compiler		1 st
HP LJ P1007					
	Printer Serial No.	-			
1	VNEN151687			Badu, Madhyamgram	

Prescribed proforma for submission of Technical Bid Vide No. D-21014/61-st/2014-2195 Dated: 03.02.2016 with reference to Tender Notice No. D-21014/61-st/2014-2495 Dated: 03.02.2016 the undersigned furnishes below /enclose herewith the following details /documents for consideration.

1. Name of the Agency

2. Details of Documents to be submitted with Tender (Self attested and stamped)

- i) Copy of Registration / certificate of the Agency
- ii) Copy of latest Sales Tax / Service Tax and VAT Clearance certificate along with PAN No.
- iii) Copies of work order, experience certificate and certified copy of the completion certificate for similar nature work in Govt. Office/Department/Other Organization of repute in the last 3 (three) years.
- iv) Self-Certificate duly signed by the agency stating that it has not been black listed by any Central Govt. / State Govt./Public Sector Undertakings / Autonomous Bodies under Government of India.

3. Proforma of submission of Quotations

Sl. No.	Name of items (Model/Make/ Specification of PE and Printer)	Rate per Unit (Rs.)	Taxes (in Rs.)	Total per Unit	Total for Bids (Rs. in Value and Words)	Total for Tenders (Rs. in Value and Words)
1	2	3	4	5	6	7

I/We agree to the terms and conditions as mentioned in the Tender Notice D-21014/61-st/2014-2495 Dated 03.02.2016 issued by the B.C. West Bengal.

Signature with date

Name (in Capital Letters)

Name of the Agency

tel. No. / Fax No. / Email ID

Office Seal of the Agency



भारत सरकार • Government of India
गृह मंत्रालय • Ministry of Home Affairs



जनगणना कार्य निदेशालय, पश्चिम बंगाल
Directorate of Census Operations, West Bengal



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EVERY BIRTH AND DEATH

जनगणना भवन

JANGANANA BHAWAN

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IB-199, SECTOR-III, SALT LAKE CITY, KOLKATA-700 106

Phone : (033) 2335 9273 • Tele-Fax : (033) 2335 9238 • e-mail : dco-wbl.rgi@censusindia.gov.in

No. D-21014/6/Estt/2014/

Dated: 29.02.2016

EXTENSION OF NOTICE INVITING QUOTATIONS

In due continuation of Notice Inviting Quotation No. D-21014/6/Estt/2014/2495 dated 03.02.2016 superscripting "Quotations for Comprehensive Annual Maintenance Contract (AMC) of 8 (eight) Nos. of PCs " (warranty expired on 31.01.2016) of SRS Section and 1(one) Printer mentioned in Annexure-I are invited from reputed Firms having sufficient experience in maintenance work of PC Hardware-Software and Printers and agreeing to the below mentioned terms and conditions, should submit their quotations in the prescribed format (Annexure-II) with all relevant documents in support of experience etc., in sealed envelope. The date of submission of quotations are extended upto 07.03.2016 should reach this office on or before 07.03.2016 within 3.00 P.M. and will be opened on the same date at 3.30 P.M. in presence of representatives of bidders, if any. Earlier quoted bidders which are kept un-opened are need not send again.

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3. During the contract period the Engineer / Mechanic of the Service Provider must visit this office when called within 24 hours, excluding holidays and rectify the entire fault free of cost. Also, the PCs and Printers will be serviced on quarterly basis as Preventive Maintenance.
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6. Payment will be released on Quarterly Basis after satisfactory services. The firm may submit the quarterly claim within one month after the quarter in question along with the bill and copy of service call report duly signed /certificate. If the services are not provided to the satisfaction of the user, the Service provider will be liable for deduction of proportionate amount which shall be determined by this office from the total amount to be fixed for the AMC.
7. The PCs and Printers may be inspected upto 04.03.2016 in working days and hours without any charge.
8. Quotations received after the specified date and time will not be entertained.
9. The office reserves the right to reject any or all of the quotations without assigning any reason thereof.

(Signature)
29/2/2016

(Dr. P.C. Coomar)

Joint Director & Controlling Officer

To:

All Prospective Bidders:

Copy to:

- i) Members of Tenders/Purchase Committee/Dealing Hand
- ii) ORGI website www.Censusindia.gov.in/tender -- Shri Prashant Kumar, DEO Gr. 'B' for necessary action pl.
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