



भारत सरकार
Government of India

गृह मंत्रालय
Ministry of Home Affairs

जनगणना कार्य निदेशालय, पश्चिम बंगाल

Directorate of Census Operations, West Bengal

जनगणना भवन, आई.बी.- 199, सेक्टर-III, साल्ट लेक, कोलकाता-700106.

Janganana Bhawan, IB-199, Sector-III, Salt Lake, Kolkata -700106.

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वेबसाइट/Website- www.censusindia.gov.in



पत्रसंख्या/Letter No:D.21030/Estt./2019/2089

दिनांक / Date: 09 - 10 - 2024

NOTICE INVITING QUOTATIONS

Sealed quotations are hereby invited from reputed/Local Vendors/Co-operative Societies/Firms for 02 (Two) Laptop for official use as per this office requirement strictly maintaining our specification of items.

Laptop i5 processor with Operating System, Antivirus and MS Office as per point 3 of DoE O.M. vide letter No.03(20)/2022-E.II(A) dated 21-07-2023

The quotation are to be submitted in two bid system into seal envelope superscribing, **“Technical Bid and Financial Bid” for 02 (Two) Laptop latest** by 4th November, 2024 up to 3.00 p.m. and quotation will be opened on the same day at 5.00 p.m. office. Any bidder, willing, may remain present at the time or their representatives may attend.

The quotations are to be dropped in the “Tender Box” placed in the right-hand side of the office entrance at Ground Floor of Directorate of Census Operations, West Bengal, Janganana Bhawan, IB-199, Sector – III, Salt Lake City, Kolkata – 700106 or through speed post to be received on or before due date. If any successful bidder denies supplying as per their offered rate, action will be taken as per Government of India Rules & Regulations. Each page of the rate quotation must have sealed and signed of the bidder. The Tender must be accompanied by the photo copies of the following. Quotation received after the specified date and time will not be entertained.

The Directorate of Census Operations, West Bengal, however reserves the right to reject any or all quotations without assigning any reason thereof.

Technical Bid Criteria:-

1. Certified copy of PAN card shall be attached with the Bid document.
2. The agency should be registered with GST Certified copy of the registration shall be attached with the Bid Document.

Financial Bid Criteria: -

1. Financial Bid Amount

Financial Bid will be considered if the Bidder qualifies the Technical Bid.

Terms & Conditions:-

- a). All tender documents and enclosures are to be signed and stamped.
- b). 02 Laptop will be provided as per this office requirement as shown above.
- c). Payment will be released on submission of bill in triplicate within 7 days after satisfactory goods (item) supplied to this office as mentioned.

Nandi
09/10/24
(उर्मिषा नंदी)

(Urmisha Nandi)

उप निदेशक एवं कार्यालय अध्यक्ष

Deputy Director & HoO.

Copy to : -

1. All members of Tender/purchase committee. ✓
2. ORGI website www.censusindia.gov.in/tender. ✓
3. Shri Binod Kumar, S.I. Gr. II - requested to upload in e-Office Notice Board ✓
4. Hindi Section, DCO W.B. for **Hindi Version** ✓