

QUOTATION
NOTICE

BUDGE BUDGE MUNICIPALITY
OFFICE OF THE COUNCILLORS
71, M.G.ROAD, BUDGE BUDGE, SOUTH 24-PARGANAS.

NOTICE INVITING QUOTATION

Quotation No. BBM/

DATED: 19-08-21

Sub: Quotation for supply of Desktop Computer UPS, Windows 10 and Anti Virus for the use of
Budge Budge Municipality

Sealed quotations for supply of Desktop Computer ,UPS , Windows 10 and Anti Virus are hereby invited by the Budge Budge Municipality. The authorized vendors shall submit their quotations on or before 31st August, 2021 within 2 p.m. and to be opened on 3P.M. on the same day.

Specification of the Computer—

Sl. No.	Description	Quantity
1.	Monitor (18.5")	2 Nos
2.	CPU (Core I3 processor, Mother Board, 4 GB RAM, 1 TB Hard Disk, Cabinet with SMPS)	2 Nos.
3.	Mechanical Key Board (TVS Gold)	2 Nos.
4	UPS	2 Nos.
5.	Mouse	2 Nos.
6.	External HDD for Back UP (1 TB)	2 Nos.
7.	Printer (1020 HP)	2 Nos.
8	Quick Heal Total Security Antivirus with 3 years validity	12 Nos.
9	O.S (Windows – 10)	7 Nos.
10	Scanner	1 No

Eligibility criteria for the Quotationers:

- 1.The authorized dealer shall have current authorization. Copy of authorization to be enclosed.
2. The bidder should have the credential for supply of same type of machines to any Govt. Department or Development Authority or Local Authority. Copy of credential certificate or payment certificate should be submitted.
- 3.Having valid GST certificate, current P.Tax clearance certificate, PAN, current Trade License, PL & Balance Sheet. should have the credential for supply of same type of machines to any Govt. Department or Development Authority or Local Authority. Copy of credential certificate or payment certificate should be submitted.
- 4.Bidder is not black listed for last 5 years.

General Process of Submission of Quotation:

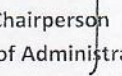
- 1.Conditional / incomplete offer will not be accepted and shall be rejected forthwith.
- 2.Escalation of price on any ground and/or consequent cost overrun shall not be allowed.
- 3.The offer shall be of two parts: Technical Bid containing all details as per para 4.

Financial bid of the shortlisted bidders will only be opened.

4. Tenders rejected if any item in the technical cover is missing.

Accepting authority does not bind him to accept the lowest quotation and reserves the right to reject any or all the quotations received without assigning any reason what - so -ever and also reserves the right to split up the supply order among different agencies, if necessary.




Chairperson
Board of Administrators
Budge Budge Municipality

Memo. No 824/(8)

Date 19-08-2021

Copy forwarded for information & necessary action to :-

1. The Executive Officer, Budge Budge Municipality.
2. The Finance officer, Budge Budge Municipality.
3. The Head Clerk, Budge Budge Municipality .
4. The Accountant, Budge Budge Municipality
5. The Store Department, Budge Budge Municipality .
6. The Steno Typist & Co-Ordinator CPC, Budge Budge Municipality
7. The I.T. Coordinator , Budge Budge Municipality will display copies of the same in the Municipal website.
8. The Record Section, Budge Budge Municipality will display copies of the same in the Municipal Notice Board.

Chairperson
Board of Administrators
Budge Budge Municipality

