

**List of Important Dates:
(Procurement of IT Equipment - Laptop)**

Date of notice inviting tender:	17 -11 – 2015
Date and Time of submission of tender:	From 30-11-2015 (Monday) to 01-12-2015 (Tuesday) during office hours
Place of Submission of tender:	SIPRD, Kalyani, Nadia, B – 18/204, Near No. 2 Market, Kalyani, Nadia, PIN - 741235
Date and time of opening of tender:	01-12-2015 (Tuesday) after 15.00 hrs
Date of Publishing of the successful bidder:	To be intimated later on.
Address of the website for publication of tender:	www.siprd.org.in



GOVERNMENT OF WEST BENGAL
PANCHAYATS & RURAL DEVELOPMENT DEPARTMENT
STATE INSTITUTE OF PANCHAYATS & RURAL DEVELOPMENT
KALYANI::NADIA:: WEST BENGAL :741235
Web site- <http://www.siprd.org.in>
Email: wbsiprd@vsnl.net

Memo No: 1439/II-30/95 Part – A (3)

Date: 17-11-2015

NIT No. 1/Comp of 2015 - 16

NOTICE INVITING TENDER (NIT) FOR SUPPLY OF LAPTOP COMPUTER

Sealed competitive tenders are invited from eligible and bonafide suppliers to supply and install twelve (12) Laptop Computers with all necessary accessories as per desired configurations mentioned in Annexure –I.

1. Bid Price

- a) The contract shall be for the full quantity as described above. Corrections, if any, shall be made by crossing out, initialing, dating and re writing.
- b) Sales tax /vat in connection with the sale shall be shown separately.
- d) The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.

2. Each bidder shall submit only one quotation. The Bidder shall submit quotation in his own letter head as per prescribed format of quotation along with his company profile as supplier of IT Equipment in a sealed envelope.

3. Validity of Quotation

Quotation shall remain valid for a period of 45 days after the deadline date specified for submission.

4. Evaluation of Quotations

The Purchaser will evaluate and compare the quotations determined to be substantially responsive i.e. which

- (a) are properly signed ; and
- (b) conform to the terms and conditions, and also the specifications given in Annexure.
- (c) Company's engagement record in 2 or 3 Government Departments/Big Organisations
- (d) Sales Tax/VAT Registration and latest Sales Tax, P. Tax & I. Tax Clearance Certificate
- (e) Copy of the registration certificate or Trade License

Vat/Sales tax in connection with sale of IT Equipments shall not be taken into account in evaluation.

