



Siliguri Jalpaiguri Development Authority

A Statutory Authority Under Department of UDMA

An IS/ISO 9001:2008 Certified Organisation

Himanchal Vihar, Near – Passport Seva Laghu Kendra, Matigara-734010

Phone: Siliguri – 0353-2512922/2515647 Jalpaiguri – 03561-230874 E-mail: sjdwb@gmail.com

Memo No: 306/1/Admn/992/2025/SJDA

Date: 21/03/2025

NOTICE INVITING BID (E- BIDDING) No. 001/ADMN/ LAPTOP/2024-25 OF SJDA

Chief Executive Officer, Siliguri Jalpaiguri Development Authority (SJDA), Siliguri invites ONLINE BID (E-BID) of the following works.

1. Name of Work: Supply of Laptop.

Specification : Processor: M4 Pro, Display: 3597 cms (14.2 inches), Lighed Retina XDR, Memory: 24 GB Unified Memory RAM, 512 GB SSD ROM, OS: macOS Sequoia, Graphics: Apple, Build for Apple Intelligence, Touch ID, Ambient Light Sensor, Warranty: 1year Limited

2. E- Filing: In the event of e-Filing, intending bidder has to download the bid document from the <http://wbenders.gov.in> directly by the help of Digital Signature Certificate. Details are narrated in "Instruction to Bidders". Tender time schedule stated at Page No.02 of 06.

3A. Quoting of Rate: ALL THE INTENDING BIDDERS SHOULD OFFER THE RATE ON THE BASIS OF UNIT AS PER THE SCHEDULE IN ANNEXURE "A" INCLUDING GST, Cess and all other taxes etc.

3B. L1 will be declared to the bidder whose rate is found to be lowest.

4. Earnest Money amounting to Rs. 4,000/- (Rupees four thousand only) to be submitted online in favour of the Chief Executive Officer, Siliguri Jalpaiguri Development Authority (To be converted into Security Deposit on selection of successful bidder). At the time of uploading the E-Bid, the intending bidder should select the Bid and initiate payment of pre-defined EMD for that Bid by selecting from either of the following payment modes:

i) Net banking (any of the banks listed in the ICICI Bank Payment Gateway) in case of payment through ICICI Bank Payment Gateway.

ii) RTGS/NEFT in case of offline payment through bank account in any bank with his/ her tender/ bid as per Memorandum No.3975-F (Y) dated.28/07/2016 of Secretary to the Govt. of West Bengal, Finance Department. The L1 bidder shall make the Agreement in N.J. Stamp with SJDA within 7 days after getting the letter of acceptance (LOA).

5. Eligibility criteria for participation in bid:

a.i). The bidder should be either an OEM of all the quoted items or a business partner/system integrator/distributor, duly authorised by the OEM to quote for this tender.

or

a.ii) The prospective bidders shall have satisfactorily completed as a prime agency during the last 03 (Three) years prior to the date of issue of the works of similar nature (having credential of supply of Laptops, Computers etc) of



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SJDA or of other State/Central Govt. Dept. or statutory body, Zilla Parishad, Mahukuma Parishad, Panchayat Samiti or Municipality.

- i) Trade License./Company Registration Certificate valid at least up to the date of submitting their quotation.
- ii) Income Tax (I.T.) Return for last (03) three Assessment years.
- iii) Professional Tax (P.T.) Registration Certificate/ updated challan
- iv) Valid 15-digit Goods and Service Taxpayer Identification Number (GSTIN) under GST Act, 2017. "Tax invoice(s) needs to be issued by the supplier for raising claim under the contract showing separately the tax charged in accordance with the provisions of GST Act, 2017" in terms of 4374 F (Y) dt.13.07.2017 of Finance Department, Govt. of West Bengal.
- v) Partnership deed in case of Partnership Firm.
- vi) Co-operative Society Registration and Bye-laws in case if Co-operative Society.
- vii) Memorandum of Association in case of Company.
- viii) PAN Card.

*All required documents shall be updated.

6. Date & Time Schedule:

Sl. No	Particulars	Date & Time
1	Date and time of Publishing of Bid (online)	24.03.2025 at 4.00 p.m.
2	Bid documents download and uploading of bid start date and time (online)	24.03.2025 at 4.00 p.m.
3	Bid proposal download & Uploading ended date & time (online)	02.04.2023 at 4.00 p.m.
4	Bid opening date for Technical Proposal (online).	04.04.2023 at 04.30 p.m.
5	Bid opening date for Financial Proposal (online).	Will be declared after Technical Evaluation.

SPECIAL TERMS AND CONDITIONS

1. All tasks referred above must be executed as per the schedule provided by Siliguri Jalpaiguri Development Authority.
2. The Contractor/agency shall strictly abide by Laws, Rules & Regulation.
3. SJDA reserves the right to assess anytime the performance of the contractor/agency. Failure to perform the requested tasks may be regarded as a basis for termination of the contract.
4. The authority will make all payments to the contractor/agency for the services rendered satisfactorily and upon the measurement done by concerned engineer.



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5. Materials to be delivered to this office within 7 Days from the date of requisition.
6. All the supplies are to be made in sealed pack, inspected by SJDA and then to be installed.
7. Warranty, Service and support period shall be same as per the standard provision of the manufacturer/developer from the date of full and satisfactory installation and should be attended by the supplier/service provider as and when required.
8. SJDA reserves the right to modify at any time the services indicated in the schedule of the tasks stated above.
9. SJDA shall reserve the right to cancel the work/ contract anytime without assigning any reasons.
10. The bidder shall carry out all items of services assigned or entrusted to him/ them by an officer on behalf of SJDA and shall abide by all instructions issued to him/ them from time to time by the said officer.
11. The SJDA shall not be liable for any loss, damage, theft, burglary or robbery of any personal belonging, equipment's or vehicles of the personnel of the Firm/Agency deployed at the site.
12. The incomplete and conditional bids shall not be considered and likely to be rejected in very first instance.
13. The successful tenderer shall solely be responsible for settling/resolving any dispute/claim of his/her personnel during the pendency of the contract. No liability shall accrue to SJDA under any circumstances even after expiry of the contract.
14. The bought components should confirm to the make and model numbers mentioned in the offer.
15. It is mandatory to quote the latest and improved model of said instrument for pesticide residue analysis. Items should not be refurbished instrument. All losses during transport will have to be borne by the Bidder.
16. The Bidder must provide original guarantee/ warranty on manufacturer's letter head for satisfactory functioning of the equipment/ system and free service, replacement of parts and supply of consumables during warranty period from the date of successful and satisfactory installation of the equipment/ system.
17. Test reports/warranty certificates of the entire standard bought out items should be submitted.
18. The all equipment's should be from one manufacturer only and should be from OEM (Original Equipment Manufacturer) having ISO certification.
19. Vendor should provide local technical service support.
20. The Bidder should agree for local customization and personalization (if any) of the proposed system during the implementation stage and during warrantee period in order to ensure smooth functioning and to create user friendly environment.



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21. The successful tenderer is bound to carry out all items of work necessary for completion of the job even though such items are not included in the quantities and rates. Schedule of instruction in respect of such additional items and their quantities will be issued in writing by the SJDA.
22. The successful Bidder shall execute an agreement on non-judicial stamp paper with SJDA in accordance with the standard format enclosed immediately after receipt of order failing which the bidder's EMD may stand forfeited.

[Signature]

Chief Executive Officer,
Siliguri Jalpaiguri Development Authority

Memo no: 306/1 (14) /SJDA

Date: 21/03/25

Copy forwarded for information to :-

1. District Magistrate, Darjeeling. PIN-734101
2. District Magistrate, Jalpaiguri. PIN-735101
3. Additional District Magistrate, Siliguri.
4. Principal, North Bengal Medical College & Hospital, Siliguri.
5. Sub Divisional Officer, Siliguri. PIN-734003
6. Commissioner, Municipal Corporation, Siliguri. PIN-734001
7. Additional Executive Officer, Siliguri Mahakuma Parishad, Siliguri.
8. Sr. Area Manager, N. F. Railway, NJP.
9. Post Master, Head Post Office, Siliguri.
10. Sub Divisional Information and Cultural Officer, Ghosh Villa, Siliguri.
11. Finance Officer, SJDA.
12. A.E.O., SJDA, Siliguri for uploading in website.
13. SJDA Notice Board.
14. SJDA website.

*Noted:
To upload in
the website
by*

[Signature]

Chief Executive Officer,
Siliguri Jalpaiguri Development Authority



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Annexure - A

Sl. No.	Item Details	Quantity	Rate(to be quoted by bidder) (Including GST, Cess and all other taxes etc)
1.	Processor: M4 Pro, Display: 3597 cms (14.2 inches), Liquefied Retina XDR, Memory: 24 GB Unified Memory RAM, 512 GB SSD ROM, OS: macOS Sequoia, Graphics: Apple, Build for Apple Intelligence, Touch ID, Ambient Light Sensor, Warranty: 1year Limited	1 Nos	