



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: sjdawb@gmail.com

Date: 05.12.2023

NOTICE INVITING BID (E- BIDDING) NO. 98/Admn/2023-24/SJDA

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

1. **Name of Work:** Supply of computer materials and accessories to SJDA Office, Siliguri.
2. **E- Filing:** In the event of e-Filing, intending bidder has to download the bid document from the <http://wbtenders.gov.in> directly by the help of Digital Signature Certificate. Details are narrated in. **Tender time schedule stated at Page No.02 of 07.**

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 CARRYING COST and all Govt. taxes.

3B. L1 will be declared to the bidder whose rate is found to be lowest and the offer letter will be awarded to L1.

4. Earnest Money amounting to Rs.5,000/- (Rupees five 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:

i) Technical Document:

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

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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 computer materials and accessories) of SJDA or of other State/Central Govt. Dept. or statutory body, Zilla Parishad, Mahukuma Parishad, Panchayat Samiti or Municipality.

ii) Financial Documents to be submitted: Copy of the following documents will be submitted by the quotationer/(s) for pre-qualification.

- a) Valid Trade License.
- b) Income Tax (I.T.) Return for last (03) three Assessment years.
- c) Professional Tax (P.T.) Registration Certificate with updated challan.
- d) 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.
- e) Partnership deed in case of Partnership Firm.
- f) Co-operative Society Registration and Bye-laws in case if Co-operative Society.
- g) Memorandum of Association in case of Company.
- h) PAN Card.

6. Date & Time Schedule:

Sl. No	Particulars	Date & Time
1	Date and time of Publishing of Bid (online)	15.12.2023 at 4:00 p.m.
2	Bid documents download and uploading of bid start date and time (online)	15.12.2023 at 4:00 p.m.
3	Bid proposal download & Uploading ended date & time (online)	26.12.2023 at 4:00 p.m.
4	Bid opening date for Technical Proposal (online).	29.12.2023 at 11:00 a.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 contract will be valid for one year from the work order date.
3. Materials to be delivered to this office within seven days from the date of requisition without any delay.
4. All the supplies are to be made in sealed pack, inspected by SJDA and then to be installed.

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5. The license no. shall be given by the Agency alongwith the software and hardware wherever applicable.
6. 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.
7. Rate shall be inclusive all the taxes.
8. SJDA reserves the right to modify at any time the services indicated in the schedule of the tasks stated above.
9. Normally L1 bidder will be selected and offered with work order but 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 incomplete and conditional bids shall not be considered and likely to be rejected in very first instance.
12. The bought out components should confirm to the make and model numbers mentioned in the offer.
13. It is mandatory to quote the latest and improved model of said instrument for pesticide residue analysis. Quote should not be for refurbished instrument. All losses during transport will have to be borne by the Bidder.
14. Test reports/warranty certificates of the entire standard bought out items should be submitted.
15. It is implicit that the Bidder has guaranteed for the equipment's supplied are original and new including all its components and as per technical specifications mentioned in the technical bid. All the hardware and software supplied are licensed and legally obtained in the name of the SJDA.
16. All the equipment's should be from renowned manufacturer only and should be from OEM (Original Equipment Manufacturer) having ISO certification.
17. Vendor should provide local technical service support.
18. 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 and offer will be cancelled.
19. The Agency shall supply the items to the satisfaction of the SJDA or an officer acting on its behalf.

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20. 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.
21. The personnel deployed shall not divulge or disclose to any person, any details of office, operational process, technical know-how, security arrangements/ administrative/organizational matters as all this may be of confidential/secret nature.
22. 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.

**Chief Executive Officer,
Siliguri Jalpaiguri Development Authority**

Date: _____

Copy forwarded for information to :-

1. District Magistrate, Darjeeling.
2. District Magistrate, Jalpaiguri.
4. Principal, North Bengal Medical College & Hospital, Siliguri.
5. Sub Divisional Officer, Siliguri.
6. Commissioner, Municipal Corporation, Siliguri.
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.

**Chief Executive Officer,
Siliguri Jalpaiguri Development Authority**

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ANNEXURE-A

Schedule of items

SI No	Items	Specification	Models	Required Brand	Rate per item (including all taxes)
1	LJ Toner Cartridge	12A	HP 1020	OEM	--
				COMPATIBLE	--
2	LJ Toner Cartridge	16A	HP 5200	OEM	--
				COMPATIBLE	--
3	LJ Toner Cartridge	103A / W1103A Black	HP NeverstopLaserjet 1000a	OEM	--
				COMPATIBLE	--
4	LJ Toner Cartridge	28A / CF228A Black	HP Laserjet M403dw	OEM	--
				COMPATIBLE	--
5	LJ Toner Cartridge	88A	HP LJ1008/1108/1106/ P1007/P1136 MFP/ HP PM126a/ M202dw	OEM	--
				COMPATIBLE	--
6	LJ Toner Cartridge	05A	HP 2055d	OEM	--
				COMPATIBLE	--
7	LJ Toner Cartridge	78A	HP 1606dn	OEM	--
				COMPATIBLE	--
8	LJ Toner Cartridge	TN-2365	Brother DCP-L2520D/ Brother DCP-L2541DW	OEM	--
				COMPATIBLE	--
9	LJ Toner Cartridge	Black MLT-D101S	SAMSUNG SCX3401	OEM	--
				COMPATIBLE	--
10	LJ Toner Cartridge	110A	HP Laser MFP 136 nw	OEM	--
				COMPATIBLE	--
11	LJ Toner Cartridge	137A	HP LaserJet M233sdw	OEM	--
				COMPATIBLE	--
12	OfficeJet Cartridge	T6641-B,T6642-C,T6643-M,T6644-Y	EPSON L360	OEM	--
				COMPATIBLE	--
13	OfficeJet Cartridge	T003-B, T003-C, T003-M, T003-Y	EPSON L3110	OEM	--
				COMPATIBLE	--
14	OfficeJet Cartridge	857 (Black, Yellow, Magenta & Cyan)	HP Officejet K7108	OEM	--
				COMPATIBLE	--



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Sl No	Items	Specification	Models	Required Brand	Rate per item (including all taxes)
15	OfficeJet Cartridge	853 (Black, Yellow, Magenta & Cyan)	HP Officejet K7108	OEM	--
				COMPATIBLE	--
16	OfficeJet Cartridge	18 (Black, Yellow, Magenta & Cyan)	HP K8600	OEM	--
				COMPATIBLE	--
17	OfficeJet Cartridge	950 (Black)	8600 Plus MFP	OEM	--
				COMPATIBLE	--
18	OfficeJet Cartridge	951 (Cyan, Magenta & Yellow)	8600 Plus MFP	OEM	--
				COMPATIBLE	--
19	ImageCLASS	GPS/BT 925	CanonLBP6030B/MF 3010	OEM	--
				COMPATIBLE	--
20	Drum Unit	TN-2365	Brother DCP-L2520D/ Brother DCP-L2541DW	OEM	--
				COMPATIBLE	--
21	LaserJet Cartridge	415A/416A (Black, Cyan, Yellow, Magenta)	HP Colour LaserJet MFP M479DW	OEM	--
22	PCI Adapter	150 Mbps	--	TP Link	--
23	CD Bag	(50 capacity)	--	Moserbaer	--
24	CD Case	(single)	--	Moserbaer	--
25	CD Mailer	(single)	--	Moserbaer	--
26	CD-RE-Writable (CDRW)	(single)	--	Moserbaer	--
27	CD-WRITABLE (CDW)	(50 Pc. Without case)	--	Moserbaer	--
28	DVD RW small	(single)	--	Moserbaer	--
29	DVD RW for big	(single)	--	Moserbaer/ Transcend	--
30	USB Extension Cable	(single)	--	Moserbaer/ Transcend	--
31	Powered USB Hub	7 Data Smart Charging USB 3.0 Ports, Compatible with Windows, Mac OS X and Linux Systems, 5V/1.5A Power Output (UH700)	--	TP Link or Equivalent	--
32	Optical Mouse big	USB	--	Logitech	--
33	Mouse (wireless)	B170 Wireless Mouse, 2.4 GHz with USB Nano Receiver, Optical Tracking, 12-Months	--	Logitech	--



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Sl No	Items	Specification	Models	Required Brand	Rate per item (including all taxes)
		Battery Life, Ambidextrous			
34	USB Pen Drive 3.2	32 GB	--	HP or Equivalent	--
35	USB Pen Drive 3.2	64 GB	--	HP or Equivalent	--
36	USB Pen Drive 3.2	128 GB	--	HP or Equivalent	--
37	Key Board	Big	--	HP/Logitech	--
38	Keyboard (wireless)	SIGNATURE K650	--	Logitech	--
39	Mouse pad	Small	--	Zebronic/ equivalent	--
40	Speaker (Bluetooth)	--	--	JBL/Zebronic/ Equivalent	--
41	USB Bluetooth Adapter for PC	4.0 Bluetooth Dongle Receiver Support Windows 11/10/8.1/8/7 for Desktop, Laptop, Mouse, Keyboard, Printers, Headsets, Speakers, PS4/ Xbox Controllers (UB400)	--	TP Link	--
42	UPS	650VA/390W, tower, 230V, 6x IEC C13 outlets, AVR, LCD, User Replaceable Battery	--	APC or Equivalent	--
43	UPS Batteries	Model No. 12AL007, 12V, 7.2 AH SMF Batteries	--	Amaron Quanta or Equivalent	--

*Quantity of items may vary.