



Government of West Bengal
Office of the District Magistrate, Jalpaiguri
(District Social Audit Unit at Room No. 13, 1st Floor) Collectorate Building, Jalpaiguri
(Email: socialauditjalpaiguri@gmail.com)

Memo No. 31 /SAU

Date. 06 /06/2019

NOTICE INVITING QUOTATION FOR PRINTER

Sealed quotations are invited from resourceful bonafide agencies having experience of similar type of work and sufficient credentials of any Central / State Govt. or any undertaking by Central or State Government Office /Departments for Supply of one Printer for Social Audit Section, Jalpaiguri. The details of the printer are given below:

Sl No	Name of Company	Name of printer with Model No	Specification	Quantity
1	HP	HP LAJERJET PRO M1136 Multifunctional Monochrome printer	Multi-Function(Print,Scan,Copy) Page per minute 18,HP 88A Black laser Jet Toner Cartridge ,Page yield 15000	1(One)

Eligibility:

1. Having credential of Rs. 75,000/- of similar type of work in Central/State or any undertaking by Central or State Government Office /Departments.
2. Having Trade License, valid 15-digit Goods and Services Tax Identification Number (GSTN) under GST Act, 2017, P. Tax and PAN Card, Income tax return.

Terms and Conditions:

1. The Agency will have to submit the photo copy of Trade License, Valid 15-digit Goods and Services Tax Identification Number (GSTN) under GST Act, 2017, Income Tax Return and PAN Card along with quotation. The undersigned reserve the right to see the original of above document at the time of issue of work order.
2. The Agency has to quote the rate both in figures and in words inclusive of all applicable tax in his/her letter paid. The unit price quoted must be mentioned neatly. Corrections, if any should be properly authenticated.
3. Incomplete quotation will be summarily rejected.
4. Acceptance of the lowest quotation is not obligatory and undersigned reserve the right to accept and reject any or all the quotations without arising any reason.
5. Tax as per provision may be deducted from the bill as per the decision of the Authority.
6. The payment will be paid after installation and proper functioning of the Printer.
7. For any query regarding above work will provide on any working day in the office of the undersigned during office hours.

