



GOVERNMENT OF WEST BENGAL  
OFFICE OF THE DISTRICT MAGISTRATE JALPAIGURI  
NEZARATH-SECTION

Memo No. 11110/NZT.

Dated : 17/07/2017.

**Notice inviting Re-tender**

In absence of adequate number of quotationers the previous Notice Inviting Tender vide Memo No. 982/NZT dated 27.06.2017 stands cancelled and fresh Tender notice is hereby floated.

Sealed tenders are invited from the bonafied, reputed and experienced suppliers for rates of **Copier machine (Cannon. Models - image RUNNER 2520w (with DADF) & Canon iR2520W (with Platen Cover) [with latest configuration]** for D.M. office, Jalpaiguri.

1. The tenderers are requested to quote their rates both in figures and words in the given proforma (Annex-I).
2. Copies of latest Trade License, PAN Card **Credential of Rs.1,00,000.00 (Rupees One Lakh)** only for supply of related articles within last 3 years have to be attached.
3. Earnest money of Rs.3,000.00 (Rupees three thousand) only to be deposited in form of Bank Draft in favour of the District Magistrate, Jalpaiguri to be deposited with the quotation.
4. Tenders should be submitted in sealed envelope super scribed with "Tender for supply of Copier machine. for D.M. office, Jalpaiguri" in the Box kept in the Nezarath Section of the office of the D.M., Jalpaiguri.
5. In the main envelop, there should be two separate envelops containing the documents associated with the **Technical Bids** and **Financial Bids**. Only when an agency qualifies in the technical bids, will his candidature for financial bid be taken into consideration.
6. On the day of opening of the tender, the quotationers must be present with specimen copies of the items for which the rates were quoted.
7. In case of items where the specification/brands not mentioned, please quote rates with brand/company names.
8. If a successful tenderer fails to supply materials as per their quotation, he will be barred from participation of any supply tender of this office for good.

**Terms and conditions**

1. Rates quoted for brands other than in the scheduled will not be accepted. The **rate quoted should consist of all Govt. deductions**
2. The earnest money deposited will be forfeited to the Government in case :
  - i) The quotationers withdraw tender after opening or acceptance.
  - ii) The selected quotationers fail to accept order, refuses either wholly or partly the offer that would be made by the undersigned.
  - iii) The selected quotationers fail to supply materials as per specification and within specified period.
3. The earnest money; deposited by the successful tenderers; will be rereleased only after six (6) months of satisfactory completion/fulfillment of the said terms and conditions.
4. Any other information will be available from the Nezarath Section, D.M. office, Jalpaiguri.
5. Agency must have the capacity to supply article within 3 (three) days from the issue of supply order and in special cases within a day.
6. The successful tenderers will have to supply the materials ordered at their own cost to different sections of the D.M., Jalpaiguri.
7. The Authority shall have the right and discretion to terminate the contract and forfeit the earnest money deposited in the event of any sort of breach of contract.
8. Details of the Tender may be collected from Nezarath Section, Jalpaiguri Collectorate.
9. **(The prospective bidder in the tender shall have the credential for supplying a single consignment of article of similar nature to any office of Government of India or Government of West Bengal or any undertaking thereof or to any municipal authority or to any office of a PRI not below Panchayat Samitis in the current or any previous financial years not before 2011-12, the gross value of which shall not be less than Rs.1,00,000.00 (Rupees One Lakh).**
10. **In case, the prospective bidder is a Partnership Firm, Cooperative Society or Limited Company, they shall produce duly attested copy of their registration certificate subject to verification of the original at a later stage.**
11. Joint ventures will not be accepted.
12. Multiple bidding by a single agency in whatsoever name is strictly prohibited.

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