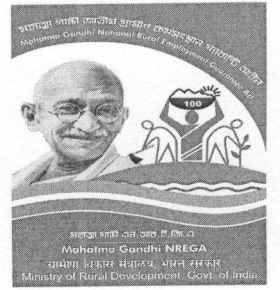




GOVT. OF WEST BENGAL
OFFICE OF THE D.P.C. (MGNREGS)
&
DISTRICT MAGISTRATE, JALPAIGURI
(MGNREGS CELL AT ROOM NO- 05, 2nd FLOOR
COLLECTORATE BUILDING, JALPAIGURI)

(E-mail: nrega.jal@gmail.com; website: www.nregajalpaiguri.com)

Phone : (03561)224826 Fax : (03561)222334



Memo No. 2263 /MGNREGS

Date: - 10/11/2017.

NIQ NO.- 05/MGNREGA/2017-18

NOTICE INVITING QUOTATION FOR AMC with spare of Photocopier Machine

Sealed quotations in respective letter head of the firm are invited from Authorized Dealers/ Service Provider deals with photocopier related work and having experience or credential with Government departments of XEROX for comprehensive AMC (Annual Maintenance of Contract) with Spares of Photocopier machines for 01 (One) XEROX photocopier (**Model No. WC5330**), installed at the office of the District Programme Coordinator, Mahatma Gandhi NREGS Cell, 2nd Floor, Room No. 05, DM Office, Jalpaiguri.

Specifications of the Photocopier Machine:-

Sl. No.	Particulars	Model	Requirement
1.	XEROX Photocopier Machine	WC5330	Annual Maintenance of Contract with Spares

Terms and Conditions

- The quotation to be submitted by **2.00 pm on 20th November, 2017** & the same will be opened at 4.00 pm on same day.
- Sealed envelope containing quotation rate should be addressed to **“The Addl. District Programme Coordinator, MGNREGA-WB, Jalpaiguri”** and should be super scribed as **“Quotation for AMC Work for XEROX Photocopier”**.
- Sealed quotations are to be dropped in the drop box kept in the office of the District Nodal Officer, MGNREGA-WB, Jalpaiguri on all working days within working hours. Quotation received through any other means will not be accepted.
- The applicant must have latest Income Tax return, trade license, PAN card, valid 15-digit Goods and Services Tax Payer Identification Number (GSTIN) under GST Act, 2017, P. Tax. **Copy of all the relevant documents must be enclosed with the quotation.**
- The under signed reserves the right to relax and/or modify any of the aforesaid criteria, on any stage of quotation process on specific ground, without showing any reason thereof.
- Rate quoted should be inclusive of all duties, taxes and other levies. Tax as per provision will be deducted from the bill.
- The price quoted for AMC must be written or typed neatly. Corrections, if any should be properly authenticated. Comparative rate analysis will be made in total for unit price of all the items. Incomplete offer will be rejected.
- The offer quoting the lowest rate will generally be selected for AMC.

9. Payment will be made after making Annual maintenance agreement with office.
10. The under signed reserves the right to cancel the application or any or all the applications, without showing any reason thereof.
11. Above mentioned AMC is done under supervision of Programme Manager (MIS), District MGNREGS Cell, Jalpaiguri.

Gulab
10-11-2017
Addl. District Programme Coordinator
MGNREGS
&
Addl. Dist. Magistrate (Dev), Jalpaiguri.

Memo No. 2263/1(7)/MGNREGS

Date: - 10/11/2017.

Copy Forwarded for information & wide circulation to:-

1. The District Programme Coordinator, MGNREGS & District Magistrate, Jalpaiguri
2. The DP & RDO, Jalpaiguri
3. The District Nodal Officer, MGNREGS, Cell
4. The Secretary, Jalpaiguri Zilla Parishad, Jalpaiguri
5. The DICO, Jalpaiguri
6. The Office Notice Board, MGNREGA, Jalpaiguri
7. Sri Rajatava Bandopadhyaya, Website Developer for uploading the same in the Office Web Site (www.nregajalpaiguri.com)

Gulab
10-11-2017
Addl. District Programme Coordinator
MGNREGS
&
Addl. Dist. Magistrate (Dev), Jalpaiguri.