

# GOVERNMENT OF WEST BENGAL

## OFFICE OF THE CHIEF ENGINEER

### Municipal Engineering Directorate

Bikash Bhawan, South Block (1<sup>st</sup> Floor) Salt Lake, Kolkata – 700091.

Phone No: (033)2337-1331/(033)2358-3347 \ Fax: (033) 2337-5474

E-mail: ce\_medte@yahoo.com

No. ME/

Dated:

### NOTICE

Ref N.I.Q. No. ME/CE/ 3 of 2013-2014

The above noted quotation vide N.I.Q. No. ME/CE/ 3 of 2013-2014 for the work *Annual Maintenance of the Xerox & Fax Machine* excluding spare parts under the Department of Municipal Affairs, Govt. of West Bengal, Writers' Buildings, Kolkata – 700 001 is extended for submission of application for obtaining Quotation papers are as follows :

a)	<b>Name of the work</b>	: Annual Maintenance of the <b>Xerox &amp; Fax Machine</b> under the Department of Municipal Affairs, Govt. of West Bengal, Writers' Buildings, Kolkata – 700 001 as per list enclosed. ( <b>Annexure – I</b> )
b)	<b>Manufacture / Authorized Agent</b> eligible for submission of rate	: Only company authorized service centres / service providers of the HP, Konica Minolta are allowed to offer rates.
c)	<b>Earnest Money</b>	: <b>500/- (Rupees Five Hundred Only)</b> earnest money to be paid in favour of the <b>Executive Engineer, 24 Parganas Division-II M. E. Dte.</b> , in the form of Bank Draft / Pay Order on any Nationalized Bank, payable at Kolkata.
d)	<b>Printed form in which quotation is to be submitted</b>	: In printed Government Quotation <b>Form No.</b> Get it from Accountant, 24-Parganas Division-II, MED
e)	<b>Price per copy of the set of quotation documents</b>	: <b>Rs. 100/- (One Hundred Only)</b> for each set of paper.
f)	<b>Where to submit the application for obtaining Quotation papers.</b>	: <b>Chief Engineer, M. E. Dte. Govt. of West Bengal</b> Bikash Bhawan, 1 <sup>st</sup> Floor, South Block, Salt lake, Kolkata -700091.
g)	<b>Last date of application for obtaining quotation documents</b>	: <b>01.10.2013 up to 2.00 P.M.</b>
h)	<b>Last date of purchase of quotation paper</b>	: <b>03.10..2013 up to 1.30 P.M.</b>

(i)	Last date, time limit & place for dropping of quotation documents	: 07.10.2013 Upto 2.00 P.M in the Quotation box kept at Office of the Chief Engineer, Municipal Engineering Directorate, Bikash Bhawan, South Block, Salt Lake, Kolkata-700091.
j)	Date, time & place of opening the quotation	: 07.10.2013 at 2.30 p.m. at office of the undersigned
k)	Period of Maintenance	: 1 (one) year from the date of agreement.
l)	Mode of issue of quotation paper	: Quotation paper will be issued by the Executive Engineer, 24-Parganas Division-II, M. E. Dte., on payment of cost of quotation paper only to the valid applicants (manufacturers/authorized agent) who have submitted all the requisite documents on recommendation of the Chief Engineer, M. E. Dte.

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**The quotations are to be dropped in the Tender Box kept in the chamber of undersigned.**

1. The Terms and Conditions are remain same
2. The bidder already offered their rate need not to apply again.

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20.09.13

Chief Engineer,

Municipal Engineering Directorate

Dated: 20.09.13

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No. ME/ 1306/1M-49/2012.

Copy forwarded for information and favour of wide circulation to:-

1. ~~The Special Secretary~~, Department of Municipal Affairs, Government of West Bengal, Writers' Buildings, Kolkata - 700001.
2. ~~The Joint Secretary~~, Department of Municipal Affairs, Government of West Bengal, Writers' Buildings, Kolkata - 700001.
3. ~~The OSD~~, Department of Municipal Affairs, Government of West Bengal, Writers' Buildings, Kolkata - 700001.
4. ~~The Assistant Secretary~~, Department of Municipal Affairs, Government of West Bengal, Writers' Buildings, Kolkata - 700001.
5. ~~The Additional Chief Engineer~~, South / North, M. E. Dte.
6. ~~The Superintending Engineer~~ (H.Q.) / East / Planning Circle, M. E. Dte.
7. ~~The Director~~, SUDA, ILGUS Bhaban, H.C. Block, Sector III, Salt Lake, Kolkata -700091.
8. ~~The Executive Engineer~~ (H.Q.), M. E. Dte.
9. ~~The Executive Engineer~~, 24 Parganas Division -II, M. E. Dte. - He is also requested to do the needful as stated in this Notice.
10. ~~Sri Sanjoy Santra~~, Assistant Engineer, Chief Engineer Office, M. E. Dte.
11. ~~Sri Sudip Chakraborty~~, Sub-Assistant Engineer, Chief Engineer Office, M. E. Dte.
12. Office Notice Board.

20.09.13

Chief Engineer,

Municipal Engineering Directorate



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