



Siliguri Jalpaiguri Development Authority

A Statutory Authority Under Department of UDMA

An IS/ISO 9001:2008 Certified Organisation

Tenzing Norgey Road, Pradhan Nagar, Siliguri-734003

Phone: Siliguri – 0353-2512922/2515647 Jalpaiguri – 03561-230874 E-mail: sjdawb@gmail.com

1586/VII/Admn/Plg/14/95/P-XIV
Memo No: /SJDA

Date: 19.09.2022

NOTICE INVITING BID (E- BIDDING) NO. 78/Plg/2022-23/SJDA dt. 19.09.2022

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 stationeries to SJDA Office.

2. E- Filing: In the event of e-Filing, intending bidder has to download the bid document from the <http://wbenders.gov.in> directly by the help of Digital Signature Certificate. Details are narrated in "Instruction to Bidders". Tender time schedule stated at Page No.02 of 05.

3A. Period of work: 1 (one) year from the date of work order which is renewable on satisfactory performance.

3B. Quoting of Rate: ALL THE INTENDING BIDDERS SHOULD OFFER THE RATE ON THE BASIS OF UNIT AS PER THE SCHEDULE IN ANNEXURE "A"(excluding Govt. Taxes as applicable) INCLUDING CARRYING COST etc.

3C. L1 will be declared to the bidder whose rate is found to be lowest after adding the rates of all the items.

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

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

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



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i) Valid Trade License.

ii) Income Tax (I.T.) Return for previous 2019-20, 2020-21 & 2021-22.

iii) Professional Tax (P.T.) Registration Certificate / updated challan.

iv) 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.

*All required documents shall be updated.

6. Date & Time Schedule:

Sl. No	Particulars	Date & Time
1	Date and time of Publishing of Bid (online)	20.09.2022 at 4.00 p.m.
2	Bid documents download and uploading of bid start date and time (online)	20.09.2022 at 4.00 p.m.
3	Bid proposal download & Uploading ended date & time (online)	27.09.2022 at 4.00 p.m.
4	Bid opening date for Technical Proposal (online).	29.09.2022 at 04.30 p.m.
5	Bid opening date for Financial Proposal (online).	Will be declared after Technical Evaluation.

7. Defaulter agencies w.r.t .any works awarded earlier by SJDA will not be considered for the works.

8. The intending Bidders shall clearly understand that whatever may be the outcome of the present invitation of Bid, the Chief Executive Officer, Siliguri Jalpaiguri Development Authority reserves the right to reject any application for participating in the Bid and to accept or reject any offer without assigning any reason whatsoever and is not liable for any cost that might have incurred by any Bidder at the stage of Bidding.

9. Prospective applicants are advised to note carefully the minimum qualification criteria as mentioned in 'Instructions to Bidders' before bidding.

10. The agency shall not make any addition/ alteration or construct any structure at the site.

11. No CONDITIONAL/ INCOMPLETE TENDER will be accepted under any circumstances.

12. In case of Quoting rates, no multiple rates will be entertained by the SJDA.



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- 13. Normally lowest bidder will be accepted & work order given but the Chief Executive Officer, Siliguri Jalpaiguri Development Authority, reserves the right to cancel the NIB without assigning any reasons thereof and no claim in this respect will be entertained. L1 will be declared to the bidder whose rate is found to be lowest after adding the rates of all the items.**
- 14. During scrutiny, if it is come to the notice to bid inviting authority that the credential or any other papers found incorrect/manufactured/fabricated, that tenderer/ bidder will not be allowed to participate in the tender and that application will be out rightly rejected without any prejudice.**
- 15. Before issuance of the work order, the bid inviting authority may verify the credential & other documents of the lowest bidder if found necessary. After verification, if it is found that such documents submitted by the lowest bidder is either manufactured or false in that case, work order will not be issued in favour of the bidder under any circumstances.**
- 16. The engagement may be cancelled any time without compensation in the event of Natural calamities, War, Govt. Direction etc. or for any such events beyond the control of the Authority, or where the agencies entrusted / engaged in illegal/unlawful activity in the said location/premises.**
- 17. The bidder shall have to comply with the provisions of (a) the contract labour (Regulation Abolition) Act. 1970(b) Apprentice Act. 1961 and (c) minimum wages Act. 1948 of the notification thereof or any other laws relating thereto and the rules made and order issued there under from time to time.**
- 18. The Successful bidder will also have to sign an agreement with the Chief Executive Officer, Siliguri Jalpaiguri Development Authority on requisite stamp. The bid documents along with other Terms and Conditions shall form part of the agreement and the Successful Bidder shall be bound himself / themselves to abide by the same. The undersigned shall also reserve the right either to accept or reject any or all the bids without assigning any reason whatsoever.**

SPECIAL TERMS AND CONDITIONS

- 1. All tasks referred above must be executed as per the schedule provided by Siliguri Jalpaiguri Development Authority.**
- 2. The Contractor 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.**
- 3. The Contractor shall engage competent adequate staff to the satisfaction of the SJDA or an officer acting on its behalf.**



Siliguri Jalpaiguri Development Authority

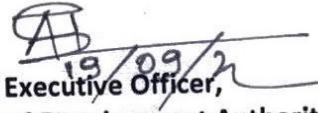
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4. The Contractor shall strictly abide by Laws, Rules & Regulation.
5. The Contractor shall insure its staff members against work accidents and engages itself to respect the legislation in place regarding labour matters, social security and taxation and all other matters related to the services rendered.
6. The Agency shall be solely and exclusively responsible to adhere to meet out all statutory obligations under Indian law in respect of compliance of all the rules, regulations and directions given by any statutory authority with regard to safety, labour laws (ESI, PF, Income Tax, Goods and Service Tax (GST) or any other extra taxes levied by the Govt. from time to time.) Companies Act
7. The validity of a contract agreement will be for one year period, renewable under the same conditions as initial contract upon satisfactory service of the contractor and depending upon the requirement of such service. The contract may be discontinued/ terminated at any time if such service are not required by SJDA.
8. SJDA reserves the right to assess anytime the performance of the contractor. Failure to perform the requested tasks may be regarded as a basis for termination of the contract.
9. The authority will make all payments to the contractor for the services rendered satisfactorily and upon the measurement done by concerned engineer.
10. Materials to be delivered to this office within a day from the date of requisition.
11. All the supplies are to be made in sealed pack, inspected by SJDA and then to be installed.
12. The license no. shall be given by the Agency alongwith the software and hardware wherever applicable.
13. 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.
14. Rate shall be inclusive all the taxes.
15. Number of item may vary.
16. SJDA reserves the right to modify at any time the services indicated in the schedule of the tasks stated above.
17. SJDA shall reserve the right to cancel the work/ contract anytime without assigning any reasons.


19/09/21
Chief Executive Officer,

Siliguri Jalpaiguri Development Authority



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Memo No.

1580/104/VIII/Admn/PLS/19/95/P-XIV
/SJDA

Dated: 19.09.2022

Copy forwarded for information to :-

1. District Magistrate, Darjeeling.
2. District Magistrate, Jalpaiguri.
3. Additional District Magistrate, Siliguri.
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. Accounts 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

ANNEXURE "A"

Schedule of items

SI No.	Item	Quantity (in nos.)	Rate inclusive of all taxes
1.	Apple iMac 24" (light green), Apple M1 chip, 8-core CPU with 4 performance cores and 4 efficiency cores, 8-core GPU, 16-core Neural Engine, 256 GB SSD Configurable to 1TB or 2TB for 4-port model, 16GB unified memory, 60.96 cm (24-inch) 4.5K Retina display or equivalent model.	1	--

* Quantity may vary.