NOTICE INVITING TENDER FOR PROCUREMENT OF IT EQUIPMENT

Sealed tenders are invited from the bonafide Agencies/ Firms/ individuals, for supply of IT Equipment (As per Annexure-I, II & III attached herewith) to the office of the undersigned for the year 2017-18.

The applications may be received in the letter-head of the Agency/ Firm/ Individuals, addressed to the “Secretary, District Health & Family Welfare Samiti & Chief Medical Officer of Health, North 24 Parganas, Kolkata-700124” Through by dropping in the Tender Box. The last date of submission of tender is 17.08.17 upto 3.00 p.m. and it be opened on the same day at 4.00 p.m.

The rates should be quoted including GST/VAT/Sales Tax, Delivery Charges and Warranty Period etc. The contract period is for one year from the date of selection.

Terms & Conditions and Application Form will be available at www.north24parganas.gov.in / www.wbhealth.gov.in on and from 03.08.17

The selection committee reserves the right to cancel or accept any tender or a part of the tender without assigning any reason thereof.

Secretary
District Health & Family Welfare Samiti
North 24 Parganas
# ANNEXURE-I

List of IT Equipment to be procured

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Name of the IT Equipment</th>
<th>Configuration of the IT equipment should not less than below</th>
</tr>
</thead>
</table>
| 1.      | Laptop                    | * 2GHz Intel Core i3-5005U 5th processor  
|         |                            | * 4GB DDR3 RAM  
|         |                            | * 1TB 5400rpm Serial ATA hard drive  
|         |                            | * 15.6-inch screen, Integrated Graphics  
|         |                            | * Preloaded Windows 10 operating system |
| 2.      | Desktop PC                | * 3.5 GHz Intel Core i3-5005U 5th processor  
|         |                            | * 4GB DDR3 RAM  
|         |                            | * 1TB 5400rpm Serial ATA hard drive  
|         |                            | * 18.5-inch screen, Integrated Graphics  
|         |                            | * Preloaded Windows 10 operating system |
| 3.      | Laser Printer             | **PRINTING**  
|         |                            | * Print Speed Black: Normal: Up to 14 ppm  
|         |                            | * First Page Out (Ready): Black: As fast as 10 sec  
|         |                            | * Duty Cycle: Up to 5000 pages (monthly, A4)  
|         |                            | * Print Technology: Laser  
|         |                            | * Print Quality Black (Best): Up to 600 x 600 dpi (1200 dpi effective output)  
|         |                            | * Processor speed: 234 MHz  
|         |                            | **CONNECTIVITY**  
|         |                            | * Connectivity Standard: Hi-Speed USB 2.0 port  
|         |                            | * Compatible Operating Systems: Windows 7, Windows 8 and Windows 10  
|         |                            | **PAPER HANDLING**  
|         |                            | * Media Sizes Supported: A4, A5, A6, B5, C5, DL, postcards  
|         |                            | * Main tray: 147 x 211 to 216 x 356 mm, Input slot: 76 x 127 to 216 x 356 mm  
|         |                            | * Paper (laser, plain, photo), envelopes, labels, cardstock, transparencies, postcards  
| 4.      | UPS                       | 600VA, Voltage compatibility 230 V  
| 5.      | Scanner                   | B/W & Colour document and photo scanner, Connectivity-USB 2.0  
| 6.      | Pen drive                 | Storage: 32 GB, Interface: USB 2.0 |

Sd/-
Secretary
District Health & Family Welfare Samiti
North 24 Parganas
Terms & Conditions

1) The bid documents will be received **by dropping in the Tender Box**, addressed to the Secretary, District Health & Family Welfare Samiti & Chief Medical Officer of Health, North 24 Parganas, Kolkata-700124.

2) The bid documents to be submitted under sealed cover and to be superscribed on the envelope as **“Tender for IT Equipment 2017-18”**.

3) The bidder must have a valid Trade License, PAN, Up-to-date GST & IT clearance certificate. Copy of the same should be enclosed.

4) Use of eraser (white ink) should be avoided and any overwriting should be signed (full signature) by the bidder.

5) The price will be inclusive of all taxes and all other charges etc.

6) Application must be submitted by the interested bidders in the prescribed application form as per Annexure-II. No application will be accepted without prescribed application form.

7) Incomplete application will be strictly rejected.

8) Valid bidders must support after sales services upto 1(one) year for each IT equipment.

9) All IT equipment must as per configuration mentioned in Annexure-I & III

10) All IT equipment should have renowned brand in context of the after sales services

11) The Authority will not be responsible for payment of any delivery charges, installation charges etc.

12) The Tender will be finalized by the following members of the Selection Committee for procurement of IT Equipment on behalf of DH&FWS, North 24 Parganas.

   I. The Chief Medical Officer of Health, North 24 Parganas.

   II. The Dy. CMOH-I & Nodal officer of Procurement, North 24 Parganas.

   III. The Dy. CMOH-III, North 24 Parganas

   IV. The Accounts Officer, CMOH Office, North 24 Parganas

   V. The Admn. Officer, North 24 Parganas

   VI. The District Statistical Manager, North 24 Parganas.

13) The Selection Committee has every right to accept or reject any tender without showing any cause thereof.

14) The selected bidder(s) will be responsible for rendering the services during the warranty period of each IT Equipment and the earnest money may be kept in this office as a part of Security Deposits.

15) The IT Equipment should be supplied as per configurations within three days from issue of the work order, failing which the order should be treated as cancelled and the 2nd lowest bidder may be asked to supply of these equipment.

16) The Proprietor of the firm should sign on every page of the bid documents.

**Processing Fee & Earnest Money**

i) **Rs.500.00** (Rupees five hundred) only to be submitted along with the bid documents as Processing Fees (Non refundable) to be deposited in favour of the **“District Health and Family welfare Samiti, North 24 Parganas**”, at the Account No. 424210100036711, IFSC Code-BKID0004242, Bank of India, Barasat Branch at the time of issue the Tender paper.

ii) **Rs.5000.00** (Rupees five thousand) only to be submitted along with the bid documents as Earnest Money to be deposited in favour of the **“District Health and Family welfare Samiti, North 24 Parganas**”, at the Account No. 424210100036711, IFSC Code-BKID0004242, Bank of India, Barasat Branch, which will be refunded to the unsuccessful bidder(s) soon after the completion of the tender process.

iii) The Earnest Money will be kept in custody of the authority as a part of Security Deposit for the successful bidder(s).

Sd/-

Secretary

District Health & Family Welfare Samiti
North 24 Parganas
Application Form
No.……..
(For office use only)

Annexure-II

Application Form for procurement of IT Equipment-2017-18

1) Name of the Bidder…………………………………………………………………………………………

2) Trade License Number…………………………………………………………………………………………

3) PAN Number……………………………………………………………………………………………………

4) Whether ST & IT Clearance Certificate has up-to-date (Yes/No)……………………………………
   (If yes document to be attached)

5) Whether Processing Fee (Rs. 500/-) deposited in mentioned Bank-(Yes / No)…………………
   (If yes submit the copy of deposit slip)

6) Whether Earnest Money (Rs. 5000/-) deposited in mentioned Bank-(Yes / No)…………………
   (If yes submit the copy of deposit slip)

7) IT Equipment details-(The bidder will furnish the information in the blank space of the
   following prescribed format).
### Annexure-III-Financial Bid

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Name of the IT Equipment</th>
<th>Configuration of the IT equipment should not less than below</th>
<th>Name of the Brand</th>
<th>Model Number</th>
<th>Proposed Rate per Unit in Rs.</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>Laptop</td>
<td>• 2GHz Intel Core i3-5005U 5th processor</td>
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<td></td>
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<td>• 4GB DDR3 RAM</td>
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<td></td>
<td>• 1TB 5400rpm Serial ATA hard drive</td>
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<td></td>
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<td>• 15.6-inch screen, Integrated Graphics</td>
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<td>• Preloaded Windows 10 operating system</td>
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<tr>
<td>2</td>
<td>Desktop PC</td>
<td>• 3.5 GHz Intel Core i3-5005U 5th processor</td>
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<td>• 18.5-inch screen, Integrated Graphics</td>
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<td>• Preloaded Windows 10 operating system</td>
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<td>3</td>
<td>Laser Printer</td>
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<td>• Print Speed Black Normal: Up to 14 ppm</td>
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<td>• First Page Out Black: As fast as 10 sec</td>
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<td>• Duty Cycle Up to 5000 pages (monthly, A4)</td>
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<td>• Print Technology Laser</td>
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<td>• Print Quality Black Up to 600 x 600 dpi (1200 dpi effective output)</td>
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<td>• Processor speed 234 MHz</td>
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<td>CONNECTIVITY</td>
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<td>• Connectivity Hi-Speed USB 2.0 port</td>
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<td>• Compatible Operating Systems Windows 7, Windows 8 and Windows 10</td>
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<td>PAPER HANDLING</td>
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<td>• Media Sizes Supported A4, A5, A6, B5, C5, DL, postcards</td>
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<td>• Media Sizes Custom 356 mm, Input slot: 76 x 127 to 216 x 356 mm</td>
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<td>• Media Types Paper (laser, plain, photo), envelopes, labels, cardstock, transparencies, postcards</td>
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<td>4</td>
<td>UPS</td>
<td>600VA, Voltage compatibility 203 V</td>
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<tr>
<td>5</td>
<td>Scanner</td>
<td>B/W &amp; Colour document and photo scanner, Connectivity- USB 2.0</td>
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<tr>
<td>6</td>
<td>Pen drive</td>
<td>Storage: 32 GB, Interface : USB 2.0</td>
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</table>

*Signature of Bidder*