



NEW TOWN KOLKATA DEVELOPMENT AUTHORITY

(A Statutory Authority Under Government of West Bengal)
3, Major Arterial Road, New Town, Kolkata - 700 156

Memo No : 1052/NKDA/Admn-02/2009(Pt. – III)

Dated: 26.02.2018

NOTICE INVITING QUOTATIONS (N.I.Q) No. 06/NKDA/Admn of 2018

Sealed quotations are invited from resourceful, bonafide and reputed Firms/ Agency / supplier to Laptop , battery of HP Pro Book 4440S Laptop and other software's as per following schedule for New Town Kolkata Development Authority.

SCHEDULE:

SI No	Description of items	Quantity
01	Laptop: <ul style="list-style-type: none">• 14.1" Screen.• 2 TB Hard disk• 12 GB RAM• 2 GB Graphics• Windows 10• Warranty : 03 Years onsite with parts and service Make : HP/ Lenovo / Dell	01
02.	Battery for HP Pro Book 4440S	01
03.	Office Professional	01
04.	Antivirus with 03 yrs license	01

Last date of submission of Quotation : 07/03/2018 up to 2.00 P.M
Date of opening of Quotations : 07/03/2018 at 3.00 P.M

General Conditions:

1. Conditional Quotations will not be entertained and will be summarily rejected.
2. Free delivery within 07 (seven) days to be made at the premises of New Town Kolkata Development Authority.
3. The undersigned reserves the right to accept or to reject any or all the Quotation papers without assigning any reason whatsoever.
4. The rates quoted shall be inclusive GST.
5. Payment will be made on acceptance of the Laptop and submission of the Bill in triplicate copies with following items:
 - a. Delivery Challan.
 - b. Warranty certificate for 3yrs.
 - c. Licence documents for Office Professional and Antivirus.
 - d. CD/DVD for license software.


Administrative Officer – I
New Town Kolkata Development Authority

P.D

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Copy forwarded for kind information to:-

1. The Finance Officer, New Town Kolkata Development Authority.
2. PA to CEO, New Town Kolkata Development Authority.
3. Office Notice Board
4. Official Website.(www.nkdamar.org)

P.R.


Administrative Officer – I
New Town Kolkata Development Authority

**Financial Bid
[In Bidders Letter head]**

SI No	Description of items	Quantity	Total Rate
01	<u>Laptop:</u> <ul style="list-style-type: none"> • 14.1" Screen. • 2 TB Hard disk • 12 GB RAM • 2 GB Graphics • Windows 10 • Warranty : 03 Years onsite with parts and service • Make : HP/ Lenovo / Dell 	01	
02.	Battery for HP Pro Book 4440S	01	
03.	Office Professional	01	
04.	Antivirus with 03 yrs license	01	

N. B : Rate is inclusive of Tax

Yours Faithfully

Signature

Name: Designation: Office Address: