



NEW TOWN KOLKATA DEVELOPMENT AUTHORITY

(A Statutory Authority Under Government of West Bengal)

Plot No. DG/13, Premises No. 04-3333, Action Area-ID,
New Town, Kolkata - 700 156

Memo No : 406/NKDA-14099/3/2020-IT SEC(NKDA)-NKDA

Date: 24/01/2022

NOTICE INVITING QUOTATION N. I. Q No : 02 /NKDA/Admn of 2022

Sealed Quotations are invited from reliable Organisations for Annual Maintenance Contract for 07 (Seven) numbers of Bio-Metric Attendance Devices including the Software System and other related peripherals installed in the Administrative Building of New Town Kolkata Development Authority, New Town Business Club, Utility Building near Akansha More.

1. Important Dates :

Last date of submission of Bids : 07/02/2022 up to 2.00 P.M
Date of Opening of Bids : 07/02/2022 at 3.00 P.M

2. Scope of Work :

Annual Maintenance Contract for 07 (Seven) numbers of Bio-Metric Attendance Devices including the Software System and other related peripherals installed in the Administrative Building of New Town Kolkata Development Authority, New Town Business Club, Utility Building near Akansha More

3. Payment : Payment will be made at the end of each 06 (Six) months after submission of Invoice in triplicate copies along with the Maintenance Report.

4. Terms & Condition :

1. The Rate should be quoted for every equipment with figures and words separately inclusive of GST.
2. Interested Organisations are requested to submit their Quotation with the requisite document to the office of the undersigned well within the scheduled date.
3. The undersigned reserves the/ right to reject any or all the quotations so received without assigning any reason whatsoever.
4. This Authority has the right to cancel the order at any point of time during the contract period.

5. Document to be submitted :

- a. Seal and Signature of NIQ Document.
- b. PAN / TAN Document.
- c. Experience Certificate.

Executive Engineer (Electrical)
New Town Kolkata Development Authority

Memo No: 406/1(4)/ NKDA-14099/3/2020-IT SEC(NKDA)-NKDA

Date: 24/01/2022

Copy forwarded for kind information to:

1. Finance Officer, NKDA.
2. System Manager, NKDA.
3. P.A to Hon`ble Chairman, NKDA.
4. Official Website of NKDA (www.nkdamar.org).

Executive Engineer (Electrical)
New Town Kolkata Development Authority

Financial Bid

To
The Executive Engineer (Electrical)
New Town Kolkata Development Authority
Administrative Building, Plot No - DG/13
Premises No - 04-3333, Action Area - ID,
New Town, Kolkata - 700156

Sub : Financial Proposal for Annual Maintenance Contract for 07 (Seven) numbers of Bio-Metric Attendance Devices including Software System and other related peripherals installed in the Administrative Building of New Town Kolkata Development Authority, New Town Business Club, Utility Building near Akansha More

SI No.	Description of Item	Amount (Rs.)
1	Annual Maintenance Contract for 07 (Seven) numbers of Bio-Metric Attendance Devices including the Software System and other related peripherals installed in the Administrative Building of New Town Kolkata Development Authority, New Town Business Club, Utility Building near Akansha More	

NB : Rate is inclusive of GST.

Signature :

Name and Designation :

Name of the Organisation :

Contact Details :