

**Minutes of Meeting on “Annual Maintenance Contract for Computers / Printers / Servers/Scanners / UPSs / Local Area Network (including Router, Switch, Modem etc. )/Firewall and other related peripherals installed in both the office buildings of New Town Kolkata Development Authority located at 03 , and 01 MAR , New Town , Kolkata –700 156, Business Club, Utility Building and others”.**

**Time & Venue\_:** 13.11.2017 at 1500hrs at Conference Room , 03 MAR, New Town Kolkata-700156.

The following members of NKDA and agencies were present in the meeting.

**NKDA Official**

1. Administrative Officer –I, NKDA
2. System Manager, NKDA
3. Head Assistant, NKDA

**Agencies**

1. Smart Planet IT Solns(P) Ltd
2. BARD- Roy Infotech Pvt Ltd

In the Meeting Administrative Officer –I, NKDA, welcomed all the agencies and initiated the discussion.

Based on the all queries received from the agencies it has been decided by this Authority that –

1. No extension of time will be allowed in this current Tender.
2. All the hardware mentioned in the tender document will be handed over to the selected agencies for the annual maintenance contract AS-IS Basis.

  
**Administrative Officer –I,**  
New Town Kolkata Development Authority

**Memo No:6555/NKDA/Admn-274/2012(pt-1)**

**Date: 15/11 /2017**

Copy forwarded for kind information to :

1. Administrative Officer –I, NKDA
2. Finance Officer, NKDA
3. PA to CEO, NKDA

  
**System Manager**  
New Town Kolkata Development Authority