

Government of West Bengal
Office of the Burdwan Development Authority,
&
Addl. District Magistrate-in-charge
IT, Communication & SMS Poll Management Cell
Purba Bardhaman

e-NIQ NO. 07/IT/ADM

Date 22/01/2021

E-NOTICE INVITING QUOTATION

E - Quotations are hereby invited from the bonafide, reputed and experienced Company/ Agency /General Suppliers for rates of **IT, Communication & SMS Poll Management related materials and services** as given in attached format in connection with the ensuing **West Bengal Assembly General Election, 2021 for Purba Bardhaman District** through two folder system. Pre-qualification Bid to be submitted comprising of technical documents in a separate file and Financial bid document with rates in another folder by qualified suppliers.

The quotations shall be available for viewing in our website <https://wbtenders.gov.in/>

Sl. No.	Name of Work	Earnest Money (Rs)
1.	Supply of IT related materials on Purchase basis in connection with the West Bengal Assembly General Election, 2021 (2 nd Call)	Rs 5000/- (Rupees Five Thousand)

Terms & Conditions:

1. The undersigned reserves the right to reject or cancel any or all pre-qualification and bid documents without assigning any reason whatsoever.
2. The rates quoted shall remain valid till January, 2022.
3. Any consignment found defective or not as per our specifications or more than the order placed for will be rejected and no payment will be made for the same and the supplier will be bound to supply the same consignment as per correct specifications by the specified time.
4. Considering the statutory provision of Election and Election related works, timeline should be strictly adhered to. Any delay in supply will invite nonpayment/ part payment as per the decision of the tender committee.
5. Any supplier quoting very high or low rates should justify the same and need to satisfy the tender and quotation committee.
6. The work order may be divided amongst two or more vendors considering the quantity of materials to be procured and also the time provided.

7. The quotation documents must be supported by i) GST Registration number, ii) Income tax return (Last Financial Year) iii) Professional Tax Clearance Certificate (Current Financial Year), iv) GST Return certificate (Last Quarter).
8. Credential certificates regarding Election related works as mentioned.
9. Rates should be quoted inclusive of all charges and taxes.
10. Conditional/incomplete quotation will not be accepted under any circumstances.
11. The intending Quotationers are required to quote the rate on-line.
12. Materials will be procured according to the convenience of the district authorities taking into consideration all necessary avenues available.
13. The Earnest Money deposited will be forfeited to the Government in case:
 - i. The Quotationers withdraw Quotation after opening or acceptance of NIQ.
 - ii. The selected Quotationers fail to accept order, refuses either wholly or partly the offer that would be made by the undersigned.
 - iii. The selected Quotationers fail to supply materials as per specification and within specified period.
14. The earnest money deposited by the successful Quotationers will be refunded only after completion of the fulfilment of applicable terms and conditions.
15. For the supply of manpower the selected Company / Agency / Supplier will have to furnish the antecedent certificate of good character from appropriate Police Authority, for the operators who will be operating the instruments during Poll or during any activity related to the West Bengal Assembly General Election 2021. The Manpower supplied by the agency who will go to the DC and then to the Polling Station will be transported from the District/ Sub Divisional Head Quarter to the respective DCs by the District Administration.
16. Agency must have the capacity to supply all items maximum five days from the issue of supply order. The successful Quotationers shall have to supply the required number of materials/ services within the prescribed time limit from the date of issue of work and /or supply order to the respective Office premises, venues, etc. as ordered from time to time.
17. Considering the emergency the work order may be distributed to more than one Quotationers at the lowest rate, item wise. This is election urgent. Failure in compliance of the order in any part will attract prevalent election rules.
18. Any dispute regarding this Quotation will be settled within the jurisdiction of Kolkata High Court, Kolkata.
1. **Intending bidders shall download the quotation document from the website directly by the help of e-Token.**

Earnest Money Deposit of e-procurement

Rs 5000/- (Rupees Five Thousand) is to be submitted as Earnest Money by all the bidders irrespective of their business status.

Online receipt and refund of EMD of e-procurement will be through State Government e-Procurement portal. The following procedure is to be adopted for deposit of EMD/Quotation Fees related to e-Procurement of the State Government departments.

A. Login by bidder:-

- a) A bidder desirous of taking part in a quotation invited by a State Government Office shall login to the e-Procurement portal of the Government of West Bengal **<https://wbtenders.gov.in>** using his login ID and password.
- b) He will select the quotation to bid and initiate payment of pre-defined EMD/Quotation Fees for that quotation by selecting from either of the following payments 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.

B. Payment procedure:

i.) Payment by Net Banking (any listed bank) through ICICI Bank Payment Gateway

- a. On selection of net banking as the payment mode, the bidder will be directed to ICICI Bank Payment Gateway webpage (along with a string containing a Unique ID) where he will select the Bank through which he wants to do the transaction.
- b. Bidder will make the payment after entering his Unique ID and password of the bank to process the transaction.
- c. Bidder will receive a confirmation message regarding success/failure of the transaction.
- d. If the transaction is successful, the amount paid by the bidder will get credited in the respective Pooling account of the State Government maintained with the Focal Point Branch of ICICI Bank at R.N. Mukherjee Road, Kolkata for collection of EMD/Tender Fees.
- e. If the transaction is failure, the bidder will again try for payment by going back to the first step.

ii.) Payment through RTGS/NEFT:-

- a. On Selection of RTGS/NEFT as the payment mode, the e-Procurement portal will show a pre-filled challan having he details to process RTGS/NEFT transaction.
- b. The bidder will print the challan and use the pre-filled information to make RTGS/NEFT payment using his Bank Account.

- c. Once payment is made, the bidder will come back to the e-Procurement portal after expiry of a reasonable time to enable the NEFT/RTGS process to complete, in order to verify the payment made and continue the bidding process.
- d. If verification is successful, the fund will get credited to the respective Pooling account of the State Government maintained with the Focal Point Branch of ICICI Bank at R.N. Mukherjee Road, Kolkata for collection of EMD/Quotation Fees.
- e. Hereafter, the bidder will go to e-Procurement portal for submission of his bid.
- f. But if the payment verification is unsuccessful, the amount will be returned to the bidder's account.

C. Refund/Settlement Process:

- i. After opening of the bids and technical evaluation of the same by the tender inviting authority through electronic processing in the e-Procurement portal of the State Government, the tender and quotation inviting authority will declare the status of the bids as successful or unsuccessful which will be made available, along with the details of the unsuccessful bidders, to ICICI Bank by the e-Procurement portal through web services.
- ii. On receipt of the information from the e-Procurement portal, the Bank will refund, through an automated process, the EMD of the bidders disqualified at the technical evaluation to the respective bidders bank accounts from which they made the payment transaction. Such refund will take place within T+2 Bank Working Days where T will mean the date on which information on rejection of bid is uploaded to the e-Procurement portal by the tender and quotation inviting authority.
- iii. Once the financial bid evaluation is electronically processed in the e-procurement portal, EMD of the technically qualified bidders other than that of the L1 and L2 bidders will be refunded, through an automated process, to the respective bidders' bank accounts from which they made the payment transaction. Such refund will take place within T+2 Bank Working Days where T will mean the date on which information on rejection of financial bid is uploaded to the e-Procurement portal by the tender inviting authority. However, the L2 bidder should not be rejected till the LOI process is successful.
- iv. If the L1 bidder accepts the LOI and the same is processed electronically in the e-Procurement portal, EMD of the L2 bidder will be refunded through an automated process, to his bank account from which he made the payment transaction.
- v. All refunds will be made mandatorily to the A/C from which the payment of EMD & Quotation Fees, if any, were initiated.

2. Required Credential:

The agency should submit either of the two below mentioned credentials:

- 1. Experience of supplying and working in connection with IT & Communication related items and services in two successive General Elections conducted by the Election Commission of India.


2. Experience of catering to minimum 2000 polling stations at a go, in any General Election conducted by the Election Commission of India

The undersigned also does not bind himself to accept the lowest Quotation rate and shall use discretions in accepting higher than the lowest rate with a view to ensuring standard quality of articles and delivery of services.

It shall be open to the Magisterial authority to impose penalty & take other punitive steps, as deem fit, for violation of above terms & Conditions.

1. **CRITICAL DATE AND TIME SCHEDULE: -**

Sl. No	Particulars	Date & Time
1.	Date of uploading of N.I.Q. Documents (online) (Publishing Date)	22/01/2021 at 17.00 hrs
2.	Documents download/sell start date (Online)	22/01/2021 at 17.30 hrs
3.	Bid submission start date (On line)	22/01/2021 at 18.00 hrs
4.	Bid Submission closing (On line)	27/01/2021 at 14.00 hrs.
5.	Bid opening date for Technical Proposals (Online)	29/01/2021 at 14.00 hrs.
6.	Date of uploading list for Technically Qualified Bidder(online)	Will be notified through online
7.	Date of uploading final list for technically qualified bidders after disposal of appeals. (On line)	
8.	Date & Place for opening of Financial Proposal (Online)	
9.	Date of uploading of list of bidders along with the offer rates through on line also, if necessary for further negotiation through offline for final rate.	


Chief Executive Officer,
Burdwan Development Authority,
&
Addl. District Magistrate-in-charge
IT, Communication & SMS Poll Management Cell
Purba Bardhaman.

Name of Work: Supply of IT related materials on Purchase basis in connection with the West Bengal Assembly General Election, 2021

Sl. No.	Item Description	Quantity	Units	Quoted Rate inclusive of all Taxes and other incidental cost (in rupees in figure)
1	2	3	4	5
1	Computer optical Mouse With cord & cordless (Branded Company with at least 1 year warranty)	1.000	Pc	
2	Computer Keyboard With cord & cordless (TVS/Microsoft/Asus or branded company with at least 1 year warranty)	1.000	PC	
3	UPS 0.6 KVA with at least 1 year warranty	1.000	PC	
4	UPS 1.0 KVA with at least 1 year warranty)	1.000	PC	
5	Purchase of One Laptop (of a reputed Company) Display - 15 inch, RAM - 8 GB DDR4, Hard Disk - 1TB SSD, Graphic Card -1 GB, Processor - i7	1.000	PC	
6	Purchase of One Laptop (of a reputed Company) Display - 17 inch, RAM - 8 GB DDR4, Hard Disk - 1TB SSD, Graphic Card -1 GB, Processor - i7	1.000	PC	
7	Purchase of One Laptop (of a reputed Company) Display - 15 inch, RAM - 8 GB DDR4, Hard Disk - 1TB SSD, Graphic Card -1 GB, Processor - i5	1.000	PC	
8	Purchase of One Laptop (of a reputed Company) Display - 17 inch, RAM - 8 GB DDR4, Hard Disk - 1TB SSD, Graphic Card -1 GB, Processor - i5	1.000	PC	
9	Purchase of one Desktop (of a reputed Company) 17 Inch Desktop (Intel Core i5 3.2 Ghz, 4 GB RAM/ 500 GB HDD	1.000	PC	
10	USB Hub (of a reputed Company)	1.000	PC	
11	4G Datacard (of a reputed Company)	1.000	PC	
12	Modem (of a reputed Company)	1.000	PC	
13	1TB External portable Hard Disc (only with USB supporting)	1.000	PC	
14	2 TB External portable Hard Disc (only with USB supporting)	1.000	PC	
15	4TB External portable Hard Disc (only with USB supporting)	1.000	PC	
16	6TB External portable Hard Disc (only with USB supporting)	1.000	PC	
17	8 Port Switch (of a reputed company)	1.000	PC	
18	16 Port Switch (of a reputed company)	1.000	PC	
19	32 Port Switch (of a reputed company)	1.000	PC	
20	150 Mbps Router (of a reputed company)	1.000	PC	
21	300 Mbps Router (of a reputed company)	1.000	PC	
22	Purchase of HD Resolution Video Camera including other accessories (of a reputed company)	1.000	PC	
23	Purchase of 2 KVA inverter with at least 2 hours back up (of a reputed company)	1.000	PC	
24	Purchase of 5 KVA inverter with at least 2 hours back up (of a reputed company)	1.000	PC	
25	Purchase of CCTV (of a reputed company) with 720 MP resolution and other accessories	1.000	PC	
26	Purchase of CCTV (of a reputed company) with HD Resolution and other accessories	1.000		

27	Purchase of CCTV (of a reputed company) Purchase of CCTV (of a reputed company) with HD Resolution & Night Vision mode and other accessories	1.000	PC	
28	Purchase of LED TV with other accessories for 22" (of a reputed company)	1.000	PC	
29	Purchase of LED TV with other accessories for 24" (of a reputed company)	1.000	PC	
30	Purchase of LED TV with other accessories for 32" (of a reputed company)	1.000	PC	
31	Purchase of LED TV with other accessories for 40" (of a reputed company)	1.000	PC	
32	Purchase of LED TV with other accessories for 42" (of a reputed company)	1.000	PC	
33	Purchase of LED TV with other accessories for 50" (of a reputed company)	1.000	PC	
34	One Micro SD Card 64 GB on hire basis	1.000	Each	
35	One Micro SD Card 64 GB on hire basis	12.000	Each	
36	One Micro SD Card 64 GB on hire basis	50.000	Each	
37	One Micro SD Card 128 GB on hire basis	1.000	Each	
38	One Micro SD Card 128 GB on hire basis	12.000	Each	
39	One Micro SD Card 128 GB on hire basis	50.000	Each	
40	One Micro SD Card 256 GB on hire basis	1.000	Each	
41	One Micro SD Card 256 GB on hire basis	12.000	Each	
42	One Micro SD Card 256 GB on hire basis	50.000	Each	