



Government of West Bengal
Office of the Chief Medical Officer of Health
District Health & Family Welfare Samiti
Basirhat Health District,
Badartala, District Hospital Campus, Basirhat-743292
Email : basirhatcmoh2016@gmail.com, dpmu.bhd@gmail.com



Memo. No. : DHFWS/BSRHT/ 1777/24

Dated: 15-07-2024

NOTICE INVITING QUOTATION for Laptop Repair, Refiling of Tonner etc.

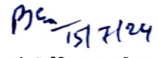

Chief Medical Officer of Health, Basirhat Health District invites sealed quotation in prescribed format (**Annexure-A: Item Details with Rate**) from Authorized Dealer/ Authorized Distributor / Supplier for Repair of Laptop/Supply/Install/Service of Computer & its equipment's, IT consumable etc. at the office the undersigned.

Last date of submission of quotation	Quotation shall be dropped by 24th July up to 1:00 P.M. at the office of the CMOH, Basirhat Health District.
Date of opening	The date for opening bid is on 24th July at 1:30PM (Opening Date & Time may be change)

Documents to be Submitted

1. PAN Card (*Photocopy*)
2. Trade License (*Photocopy*)
3. GST Registration Certificate (*Photocopy*)
4. Annexure-A : Item Details with Rate (With Authorized Signature with date)
5. Signed Copy of **COMMERCIAL AND GENERAL TERMS & CONDITIONS** (Annexure-B)

In case any further detail is required, contact to the office of the undersigned (except Holidays, Saturday & Sunday) between 11.30am to 4.00 pm.


Chief Medical Officer of Health
Basirhat Health District


Memo. No. : DHFWS/BSRHT/ 1777/24

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Copy forwarded for information with a request for wide circulation through Notice Board/ Website, to

1. The Director of Health Services, Govt of West Bengal
2. The Mission Director, NHM, West Bengal
3. The Sub-Divisional Officer, North 24 Parganas
4. The Dy. CMOH-I/II/III, Basirhat Health District
5. The Accounts Officer, Basirhat Health District
6. The District Information & Cultural Officer, N24 Pgs
7. The DSM for uploading the quotation notice to the website
8. Office copy


Dy. CMOH-I
Basirhat Health District


COMMERCIAL AND GENERAL TERMS & CONDITIONS

1. Authority of bidder:
The Bidder shall be an Authorized Dealer/ Authorized Distributor/Supplier of Computers equipment's /IT Equipment's with valid trade license.
2. Duly filled-in Quotation:
All the columns of the quotation shall be duly filled-in. Any cutting/over writing in the quotation must be counter signed by the person who is signing the quotation.
3. Bid Price:
The price shall include all applicable taxes and other charges. The rates shall not be overwritten.
4. Validity of quotation:
The quotation shall be valid for a minimum period of one year from date of finalization quotation process. It can be extended up to next six month.
5. **Work order will be Given as and when required basis for particular item/services.**
6. Submission of quotation:
Sealed quotations should be addressed to the Chief Medical Officer of Health, Basirhat Health District. The envelope must be super-scribed "Quotation for the Supply & Installation of Computers & Equipment" with quotation memo number with date. Inside the envelope must contains technical (Trade License, Pan card and GST Registration Certificate) and financial documents (Item wise Rate)
7. Rejection of Quotation:
While submitting the quotation, if any of the prescribed conditions are not fulfilled or are incomplete in any form, the quotation is liable to be rejected. If any bidder stipulates any condition of his own, such conditional quotation is liable to be rejected.
8. Quantity & Delivery:
Quantity of items may vary; it will be as when required basis.
 - a) The successful tenderers shall complete supplies within 15 days from the issue of work order / Supply Order (As and when required).
 - b) The Computers & Equipment are to be delivered at the office of the CMOH, Basirhat Health District.
 - c) Rate should be included all type of taxes & delivery charges including installation
9. Payment :
The payment will be made after successful and satisfactory completion of work and subject to availability of fund
10. Warranty:
Warranty period shall specifically be mentioned in the invoice or separate warranty document shall be included.
11. CMOH, Basirhat Health District reserves the right to reject the quotation/ bid wholly or partly without assigning any reason and to restrict the list of qualified Bidder for opening of commercial bid to any number deemed suitable by him from out of bids received.

We confirm with our acceptance to the Commercial & General Terms & Conditions (S.No-1 to 10) as given above.

Name of the Organization/Company/Supplier:

Signature of the Bidder with seal

Handwritten signature in green ink

Annexure-A: Item Details with Rate

Name of the Bidder:

Address:

Phone No. Email ID:

SL No.	Item	Description	Rate (Inclusive of Taxes)
1	Repair & Service of Broken Hing Replacement: (Laptop Model - Dell Vostro 15 3515 or HP)	- Replacement of Laptop Hing, Bezel, LCD Screen TOP Panel Back Cover - Installation & Service	
2	Repair of Dell Laptop Charging Problem: (Model : Dell Vostro 15 3515)	- Replacement of Laptop battery charging mosfet & Charging Socket - Installation & Service	
3	Repair of HP Laptop Charging Problem: (Model : HP Elite Book 840 G7 Notebook PC)	- Replacement of Laptop battery charging mosfet & Charging Socket - Installation & Service	
4	HP Laptop Display Change: (HP 245 14-inch G9 Notebook PC)	- Replacement of HP Original Laptop Display - Installation & Service	
5	Dell Laptop Display Change: (Model : Dell Vostro 15 3515)	- Replacement of Dell Original Laptop Display - Installation & Service	
6	HP Laptop Mother Board Replace (Model : HP Elite Book 840 G7 Notebook PC)	- Replacement of Original Motherboard - Installation & Service	
7	Dell Laptop Mother Board Replace (Model : Dell Vostro 15 3515)	- Replacement of Original Motherboard - Installation & Service	
8	a. HP Laptop Keyboard Replace	- Laptop HP Elite Book 840 - Installation & Service	
	b. Dell Laptop Keyboard Replace	- Laptop Dell Vostro 15 3515 - Installation & Service	

Handwritten signature and date:
16/7/24

SL No.	Item	Description	Rate (Inclusive of Taxes)
9	Laser All in One Printer	- Brother DCP-L2520D All-in-One Printer	
10	a. Toner Refiling (12A/88A/337/925/110A/2365/18A)		
	b. Toner Refiling with blade change (12A/88A/337/925/110A/78A/18A)		
	c. Toner Refiling with drum change (12A/88A/337/925/110A/78A/18A)		
11	600 VA UPS Battery – 600VA		
12	240 Gb Sata SSD for Desktop	-Replacement of 240 Gb Sata SSD -Installation & Service	

The above specifications are minimum requirements however, higher technical specifications may be considered subject to competitive price offered.

Seal with Date

Signature of the Bidder

15/7/24