

Office of the District Election Officer & District Magistrate, South 24 Parganas
District Election Section

New Treasury Building, 1st Floor, Alipore, Kolkata - 700 027

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✆ 2448 3171

✉ dmsouthelection@gmail.com

Notice Inviting Quotation - 1

Sealed quotations are invited from bonafide Suppliers/contractors for supply of following item at the District Election Section, 1st Floor, New Treasury Building, Alipore, Kolkata-700027

SL No	Details of Required Item	Quantity
1	HP 24-df1229 (i5 11th gen, 8 GB Ram, 512 GB SSD, Windows 11, Office 2021, 24" LED Screen, White Colour and 01-year onsite Warranty)	1 (One)
2	RAM 16 GB (2400 MHz) HP / Corsair	2 (Two)
3	RAM 8 GB (3200 MHz) HP / Corsair	1 (One)

Terms & Conditions:

1. The quotations should be addressed to the undersigned and should reach latest by **11.04.2024 up to 3.00 PM** and it will be opened at **3.30 PM** on the same day. Quotations received late after due date and time will be summarily rejected.
2. **The rates should be inclusive of all duties, taxes, delivery, installation and other levies and all other incidental charges thereto.**
3. Quotations for products of lower configuration / model / Make other than specified above will be summarily rejected. Rates must be shown in figures as well as in words. All alterations in the rates should be signed in ink; otherwise the quotation / offer will not be considered. In case of any variance between the amounts quoted in figures and in words, the quotations will be summarily rejected.
4. The quotation should be signed by the authorized person and his full name and status should be indicated below his signature. Details of the Warranty Condition and local "After Sales Service Facility" including name, address, contact Nos. etc. should also be mentioned in the offer.
5. **All the participants shall enclose documents related to permanent Income Tax/ GST along with the Quotation.**
6. The quotations should be valid for at least 30 days. The delivery period would be **03 days** from the acceptance of offer and issue of order.
7. The entire offer / invitation may be cancelled at any time by the concerned authority without assigning any reason.
8. Payment will be made after full receipt of the supplied materials in good condition and proper installation at our office.
9. While both the party involved in the agreement shall make every effort to resolve amicably any dispute by direct informal negotiation, even then, in case of any disagreement or dispute arising between them under or in connection with the terms & conditions the same shall be settled under the Court of Law. The resultant contract will be interpreted under Indian Laws.



Additional District Magistrate (Election)
South 24-Parganas

Memo No: 347/1(6)/Elec

Date: 05.04.2024

Copy forwarded for kind information and necessary action to:

1. The Additional District Magistrate (All), South 24 Parganas.
2. The Sub Divisional Officer, (All), South 24 Parganas.
3. The DIO, NIC, South 24 Parganas with a request to host the notice in the District Website.
4. The Nazareth Deputy Collector, Alipore, South 24 Parganas.
5. The Block Development Officer (All), South 24 Parganas.
6. C.A. to the District Magistrate, South 24 Parganas



Additional District Magistrate (Election)
South 24-Parganas