



# OFFICE OF THE BLOCK DEVELOPMENT OFFICER GARHBETA-I DEVELOPMENT BLOCK

GARHBETA :: PASCHIM MEDINIPUR

Ph. No. (03227) 265053 :: Fax No. (03227) 267492

Email Id: [bdo.garh1@gmail.com](mailto:bdo.garh1@gmail.com) / [bdo.garh1@yahoo.com](mailto:bdo.garh1@yahoo.com)



## QUOTATION NOTICE

**Quotation Notice No.- 11 / G-I BDO**

**Dated : 28 / 05 / 2025**

Sealed **rate quotations** are hereby invited from the resourceful bonafied & experienced contractor / agency for **Supply and Installation of 1 (one) no Desktop Computer & Accessories for Election Cell, Garhbeta – I Development Block as per Annexure-A**. The intending quotationers should be applied their rate inclusive of GST & Installation charges (if any) in prescribed format in word and figures against the item to this office on and before **04 / 06 / 2025 upto 02.00 P.M.** Quotation must be sealed and the quotationers must fulfill the norms and conditions. The name of the work with Quotation Notice No must be super scribed over envelope and it should be sealed properly. The quotation will be opened on **04 / 06 / 2025 at 03:00 P.M.** at the office of the undersigned. The participants of the quotationer may remain present at that time. The undersigned preserves the right of rejection or acceptance of any quotation without assigning any cause of such rejection or acceptance.

### ➤ **GENERAL TERMS AND CONDITIONS:**

1. The successful bidder will be responsible for delivery and installation of the goods /equipment.
2. The delivery of the consignment is required to be made within 01- 02 weeks from the issue of the Purchase Order..
3. The price should be quoted on Door Delivery Garhbeta – I Development Block basis including applicable Taxes, Charges etc. The bidder shall also show the amount of each item, the total of each section and the grand total of the whole tender.
4. The payment will be made after completion of the successful installation, commissioning of the whole system.
5. No advance payment shall be made.
6. Installation of the supplied goods/accessories to be done by the successful bidders at our site with your instruments, accessories, tools & tackles and by deploying appropriate manpower as required, at your own cost.
7. Supplier should mention about the possible service set up in India and how capable they are to provide after sales service.
8. Bidder should mention the details of Office Address with the details of contact person.
9. No agency commission will be paid.
10. After sales service should be provided satisfactorily as per the requirement of this office.

**Other terms and condition should be followed according to the Govt. norms.**

  
**Block Development Officer**  
**Garhbeta – I Dev. Block**  
**Block Development Officer**  
**Garhbeta-I Dev. Block**  
**Garhbeta :: Paschim Medinipur**



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Ph. No. (03227) 265053 :: Fax No. (03227) 267492

Email Id: [bdo.garhl@gmail.com](mailto:bdo.garhl@gmail.com) / [bdo.garhl@yahoo.com](mailto:bdo.garhl@yahoo.com)

Memo No. - 1417 / 1 (24)

Dated : 28 / 05 / 2025

**Copy forwarded for information to :-**

1. The District Magistrate, Paschim Medinipur.
2. The Additional District Magistrate, Paschim Medinipur.
3. The Sub-Divisional Officer, Paschim Medinipur.
4. The Joint Block Development Officer, Garhbeta-I Dev. Block.
5. The Sabhapati, Garhbeta-I Panchayat Samiti.
6. The Purto Karmadhayksha, Garhbeta-I Panchayat Samiti.
7. The OC, Election Cell, Garhbeta – I Dev. Block.
8. The Head Clerk of this Office.
9. The Cashier, Garhbeta-I Panchayat Samiti.
10. The Cashier, Garhbeta – I Dev. Block.
11. The Pradhan, \_\_\_\_\_ Gram Panchayat (All), under Garhbeta-I Panchayat Samiti.
12. The Junior Programme Officer, Garhbeta – I Development Block with a request to upload the NIQ in the website of this office.
13. Office Notice Board.

  
**Block Development Officer**  
**Garhbeta – I Dev. Block**  
**Block Development Officer**  
**Garhbeta-I Dev. Block**  
**Garhbeta :: Paschim Medinipur**



## Annexure-A

**Name of the Work : Supply and Installation of 1 (one) no Desktop Computer & Accessories for Election Cell, Garhbeta – I Development Block.**

**Quotation Notice No.- 11 / G-I BDO**

**Dated : 28 / 05 / 2025**

Sl. No.	Item	Description	Quantity	Warranty Period	Quoted Rate (Rs.)
1	Motherboard	Branded, good quality, wifi enabled and must be compatible with below mentioned items	1 no		
2	Processor	Intel® Core™ i5 14 <sup>th</sup> Generation Processor 14600K	1 no		
3	RAM	16 GB DDR5	1 no		
4	ROM Size	1 TB HDD + 256 GB SSD	1 + 1 = 2 Nos		
5	UPS / Battery	UPS 1000 VA	1 no		
6	Display Size (Monitor) Display Type	21.5" FHD Monitor LED	1 no		
7	Keyboard	Wired Preferably TVS	1 no		
8	Mouse	Wired Preferably Dell	1 no		
9	Cabinet	MT	1 no		
10	SMPS	550 – 800 W	1 no		
11	OS	Windows 11 Pro License 64-bit	1 no		
12	DVD Writer (Internal)	Good Quality	1 no		
	<b>Total Amount (Rs.)</b>				
	<b>GST (Rs.)</b>				
	<b>Installation Charges (if any)</b>				
	<b>Grand Total (Rs.)</b>				

**\*\* Rates must be inclusive of GST & Installation Charges (if Any)**

\_\_\_\_\_  
(Seal & Signature of the Bidder)