



Panihati Municipality

Panihati, North 24 Parganas,

Pin no.- 700 114

Phone: 2553-2909/2563-4457

Fax : 2553-1487

Website- www.panihatimunicipality.in

Email ID- panihatimunicipality@yahoo.co.in

2nd Call

Qtn. No.- PM/IT/62/ Qtn/2020-21

Date - 07-10-2020

Sealed Quotation (Item wise) in printed form, as specified, are invited by the **Chairperson Board of Administrators / Executive Officer Panihati Municipality** from reliable, resourceful and bonafide Agencies with sound technical capabilities having experience in similar type of work for **Supply and installation of ALL Toners at several Department in Panihati Municipality** Details description are given below -

SL No.	Description	Qty. (Apporx)	Unit Rate (Inclusive all tax)	Total Cost (Inclusive all tax)
1.	ALL TONER SET (B/Y/M/C) OF PRINTER EPSON L3150	2		
2.	ALL TONER SET (B/Y/M/C) OF PRINTER EPSON L4160	1		
3.	ALL TONER SET (B/Y/M/C) OF PRINTER HP Ink Tank 315	1		
4.	ALL TONER SET (B/Y/M/C) OF PRINTER EPSON L380	2		
5.	ALL TONER (2 NOS B/ 2 NOS C) OF PRINTER HP Deskjet 2520	4		

*** The Terms and conditions attached herewith.

FILE NO- 205

Last date and time of submission of Quotation (Item wise) is up to 1 p.m. on 15-10-2020 at this Municipal Office and the same will be opened on 15-10-2020 at 3 p.m. Hard copy (Photocopy) with self attested Documents (i.e. - 1) PAN Card, 2) Current Trade License 3) GST Enrollment no. 4) Current Professional Tax Payment Certificate have to be submitted.

Documents (i.e. - 1) PAN Card, 2) Current Trade License, 3) GST Enrollment no. 4) Current Professional Tax Payment Certificate and other relevant particulars (if any) may be seen during the office hours at this office for L1 Agency. The **Chairperson Board of Administrators / Executive Officer Panihati Municipality** reserves the right to accept and or to cancel any all quotation in full or in part without assigning any reason whatsoever acceptance of any **Quotation** is subject to the approval of appropriate authority. No delayed **Quotation** will be accepted after successful completion of the job the L1 Agency will have to submit tax invoice/bill as per GST rule.

Copy to -

1. Notice Board, Panihati Municipality
2. Website of Panihati Municipality (www.panihatimunicipality.in)



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So you are requested to sign on the agreement paper before getting the work order from this office. The term and condition are furnished below....

Terms and Conditions

1. This will be done as per requirements based on assessment done by the Vendor. Mostly the preventive maintained activities are restricted to Hardware and Peripherals with moving parts.
2. Provision on maintained service shall be confirmed by Vendor within Working Hours.
3. The Vendor shall be responsible for any defects that may develop and shall remedy such defects at their own cost. During the breakdown period he/she should give requisite supplement support so that the schedule work must not be disturbed.
4. Any dispute in interpretation terms and conditions shall be sorted out upon mutual consultation.
5. The caution deposit will be kept for 1(One) year till the end support and maintenance period by the Municipality.
6. The final decision will be taken by the Municipal Authority for resolving immediately.
7. Any type of software and Hardware problem has to be solved immediately.
8. All the payment will be made after full satisfaction of the Municipality & All taxes will be applicable as per Govt. Rule at the time of billing.
9. The agreement may be terminated at any stage without assigning any reasons thereof.
10. In case of non-compliance with any of the above 09 nos. points the Municipality will take necessary actions/steps against the vendor.
11. Technician will has to be reported to I.T. Coordinator of this Municipality and will to carry out of all the jobs assigned to him from time to time after receiving the work order within 7 days.

Signature of Vendor

Name of the Vendor with Address and Contact No.

05/10/2020
PRASUN SARKAR
I.T.COORDINATOR
PANIHATI MUNICIPALITY




Chairperson
Board of Administrators /
Executive Officer
Panihati Municipality