



Quotation Notice

Memo No. : A&A/Tender/2019-2020/1

Dated : 05.03.2020

Quotation for the following items as per specification are invited from authorised parties for supplying the following items for Audit & Accounts Department, 4th Floor, Centenary Building. Suppliers are hereby requested to submit quotation for all the items including necessary business documents i.e. Trade License, PAN No., G.S.T. Registration Certificate, etc. with other Statutory documents (if any) and other credentials. Last date of submission of tender is 16.03.2020 (within 2:00 p.m.). Date of opening of the tender is 16.03.2020 at 3:00 p.m. The quotation should be typed and addressed to “Accounts Officer, Convener Departmental Purchase Committee, Audit & Accounts Department, 87/1, College Street, Kolkata – 700073. The authority reserves the right to accept/reject any brand and any quotation without showing any reason thereof.

Sl. No.	Item	Specification	Quantity
1	Computer	4 GB DDR4 RAM, Processor Intel Core i5 (8 th Generation), HDD 1 TB, DVD Writer, RW, Mouse Keyboard, Operating System DOS.	10
2	Monitor	19.5" Colour LED	10
3	Printer with Scanner	Multi-Function Monochrome Laser Printer with Ethernet Port	12

Accounts Officer
Convener Departmental Purchase Committee
Audit & Accounts Department



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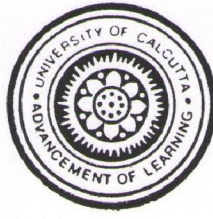
Memo No. : A&A/Tender/2019-2020/2

Dated : 05.03.2020

Quotation for the following items as per specification are invited from authorised parties for supplying the following items for Audit & Accounts Department, 4th Floor, Centenary Building including Internal Audit Section, 2nd Floor, Centenary Building. Suppliers are hereby requested to submit quotation for all the items including necessary business documents i.e. Trade License, PAN No., G.S.T. Registration Certificate, etc. with other Statutory documents (if any) and other credentials. Last date of submission of tender is 16.03.2020 (within 2:00 p.m.). Date of opening of the tender is 16.03.2020 at 3:00 p.m. The quotation should be typed and addressed to "Accounts Officer, Convener Departmental Purchase Committee, Audit & Accounts Department, 87/1, College Street, Kolkata – 700073. The authority reserves the right to accept/reject any brand and any quotation without showing any reason thereof.

Sl. No.	Item	Specification	Quantity
1	Scanner cum Printer	Multi-Function Monochrome Laser Duplex Printer with Ethernet Port (Manual or Auto Duplex)	6

Accounts Officer
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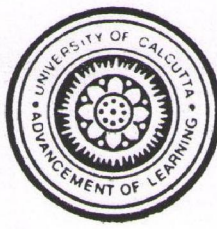
Memo No. : A&A/Tender/2019-2020/3

Dated : 05.03.2020

Quotation for the following items as per specification are invited from authorised parties for supplying the following items for Internal Audit Section, 2nd Floor, Centenary Building. Suppliers are hereby requested to submit quotation for all the items including necessary business documents i.e. Trade License, PAN No., G.S.T. Registration Certificate, etc. with other Statutory documents (if any) and other credentials. Last date of submission of tender is 16.03.2020 (within 2:00 p.m.). Date of opening of the tender is 16.03.2020 at 3:00 p.m. The quotation should be typed and addressed to “Accounts Officer, Convener Departmental Purchase Committee, Audit & Accounts Department, 87/1, College Street, Kolkata – 700073. The authority reserves the right to accept/reject any brand and any quotation without showing any reason thereof.

Sl. No.	Item	Specification	Quantity
1	Computer	4 GB DDR4 RAM, Processor Intel Core i5 (8 th Generation), HDD 1 TB, DVD Writer, WiFi inbuilt Dual Chanel, RW, Mouse Keyboard, Operating System DOS.	7
2	UPS	Branded Good Quality	8
3	Printer with Scanner	HP Multi-Function Colour Laser Auto Duplex Printer with Ethernet Port	2

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Memo No. : A&A/Tender/2019-2020/4

Dated : 05.03.2020

Quotation for the following items as per specification are invited from authorised parties for supplying the following items for Internal Audit Section, 2nd Floor, Centenary Building. Suppliers are hereby requested to submit quotation for all the items including necessary business documents i.e. Trade License, PAN No., G.S.T. Registration Certificate, etc. with other Statutory documents (if any) and other credentials. Last date of submission of tender is 16.03.2020 (within 2:00 p.m.). Date of opening of the tender is 16.03.2020 at 3:00 p.m. The quotation should be typed and addressed to “Accounts Officer, Convener Departmental Purchase Committee, Audit & Accounts Department, 87/1, College Street, Kolkata – 700073. The authority reserves the right to accept/reject any quotation without showing any reason thereof.

Sl. No.	Item	Name	Quantity
1	Software (Converter from Scanned Documents to Word Documents)	ABBYY Fine Reader	5 User or 5 Nos. of Software

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