



WEST BENGAL HOUSING BOARD

(Estd. under W.B. Act XXXII of 1972)

(A B A S A N)

105, S. N. Banerjee Road, Kolkata – 700 014, Email: wbhousingboard@gmail.com

No.98/DD(EP)-III/WBHB

Date-04.05.2023

Notice Inviting Quotation

NIQ No. WBHB/DD (EP)/NIQ-03/2023-24

Sealed quotations are invited from bona fide resourceful agencies having experience in similar nature of work mentioned below.

Name of work: Annual Maintenance Contract for four (4) nos. old Xerox Machines and supply of consumable parts at different floors of ABASAN Building, 105 S.N. Banerjee Road, and Kolkata 700014

In order to meet the requirement of Annual Maintenance for four (4) no's old Xerox Machine of W.B. Housing Board sealed quotation are hereby invited from bona fide and resourceful agencies. It is hereby directed to furnish the rates after proper inspection of the following Machine.

Model No:	Location of the Machine:
(i) KONICA MILONTA bizhub 215	Second floor
(ii) KONICA MILONTA bizhub 215	Third floor
(iii) CANON IR 2318L	Forth floor
(iv) KONICA MILONTA bizhub 215	Fifth Floor

1. The intending Agency has to submit copy of valid Pan Card , Trade license and GST Registration (if any)
2. Last Date of receipt of quotations: 15.05.2023.(Up to 1.30 PM)
3. Date of opening of quotations: 15.05.2023. (2-30 PM)
4. Rate to be quoted in for individual Machines as given in the Particulars of Machines as mentioned above and in Total for Annual Maintenance of four nos. Machines as mentioned above. The lowest quotation will be selected on the basis of Total rate quoted for Annual Maintenance of four nos. Machine as mentioned above. The quotation may be addressed to the Dy. Director (EP) III/WBHB and may be submitted to the office of the undersigned within the stipulated date and time.
5. The Agency submitting Quotation shall specifically mention in his application that he has read the terms and conditions carefully and he has accepted the same, otherwise the quotation will not be accepted.

6. Quotation inviting authority may reject any /all the quotations without assigning any reason. Deduction of income tax will be made as per relevant act.
7. Quoted rate will inclusive GST & other if any.
8. Terms and Conditions of AMC for four (4) nos. Machine given in a separate sheet are hereby enclosed along with.

BSM
04/05/2023

Deputy Director (EP) III
West Bengal Housing Board
Dated 04.05.2023.

No.98/I (9) /DD (EP) III/WBHB

Copy forwarded for information:

1. Housing Commissioner, WBHB
2. Director (Engg.),WBHB
3. F.A. cum CAO,WBHB
- 4-5 Joint Director (EW)-I/II/III/V/WBHB
6. Asis Basak A.D.(EP), WBHB
7. Sri. S. Halder, A.D. (EP), WBHB
8. Sri Bishaswar Nag S.A.E., WBHB
9. Notice Board, WBHB

BSM
04/05/2023

Deputy Director (EP) III
West Bengal Housing Board

TERMS AND CONDITIONS FOR NIQ. NO. WBHB/DD (EP)/NIQ-03/2023-24

Name of work: Annual Maintenance Contract for four (4) nos. old Xerox Machines at different floors of ABASAN Building, 105. S.N. Banerjee Road, Kolkata -700014.

1. The Agency shall have to service the Maintenance on regular basis to keep the Machine in good and working condition.
2. The Agency shall visit on call within 24 working hours and if any problem is not solved within that time concerned, Agency will take step for further process.
3. The Agency shall repair or service the Maintenance at the Customer's request and the Agency shall not be responsible for any delay from the Customer's end.
4. The agency shall not be responsible for damage of equipment done by Customer or Operators accidentally.
5. The AMC. Shall be of Comprehensive nature and shall include of Consumable items.
6. The consumable items will be supplied by the agency.
7. The Meter reading is taken at the end of each month or within first week of the next month at the presence of the operator of the Machine.

 04/05/2023

Deputy Director (EP) III
West Bengal Housing Board

RATE TO BE QUOTED CONSIDERING FOLLOWING ITEMS, MIGHT BE REQUIRED DURING THE
MAINTENANCE PERIOD

Sl	Description of Item	Quantity	Rate	Amount
1	Annual Maintenance Contract for four (4) nos. old Xerox Machines at different floors of ABASAN Building, 105 S.N. Banerjee Road, and Kolkata 700014	4nos.		
2	Re-filling of tonner for Konica Minolta, Model no bizhub	9nos.		
3	Re-filling of tonner for Cannon IR 2318L	3nos.		
4	Supply of tonner Konica Minolta (Model no bizhub 215	3nos.		
5	Supply of tonner Cannon IR 2318L	1no.		
6	Developer for Konica Minolta, Model no bizhub 215	3nos.		
7		1no.		
8	Film for Cannon IR 2318L	1no.		
9	Blade for Konica Minolta, Model no bizhub 215	3nos.		
1	Blade for Cannon IR 2318L	1no.		
1	Drum for Konica Minolta, Model no bizhub 215	3nos.		
1	Drum for Cannon IR 2318L	1no.		
13	Developer cylinder for Cannon IR 2318L	1 no.		
14	Developer spacer for Cannon IR 2318L	1 set		
15	Separation Roller for Cannon IR 2318L	1 set		
16	Developer spacer hole for Konica Minolta, Model no bizhub 215	1no.		
17	Spacer Roller for Konica Minolta, Model no bizhub 215	1 no.		
18	Fixing Roller Bush (Two points) for Konica Minolta, Model no bizhub 215	1 set		
19	Pickup rubber set for Konica Minolta, Model no bizhub 215	1 set.		
20	Drum unit for Konica Minolta, Model no bizhub 215	1set		

P. S. M.
24/05/2023

Deputy Director (EP)-III
West Bengal Housing Board