



ASANSOL DURGAPUR DEVELOPMENT AUTHORITY

A Statutory Authority of the Government of West Bengal
(under Urban Development & Municipal Affairs Department)

1st Administrative Building,
City Centre,
Durgapur – 713216

Vivekananda Sarani, Senraleigh Road,
Near Kaiyanpur Housing More,
Asansol -713305

Memo. No. ADDA/ASL/ 989 /VI-50

Date. 28/11/2022

NOTICE INVITING QUOTATION

Asansol-Durgapur Development Authority invites sealed tenders from experienced and resourceful Authorized Dealers / Distributors / Proprietor in connection with *Upgradation by virtue of installation & commissioning of Pure IP PBX Grandstream UCM series and integration with existing Matrix IP PBX extendable up to 500 SIP users for providing enterprise grade features to the District Magistrate, Paschim Bardhaman and ADDA office, Asansol through existing PBX system of ADDA office, Asansol.*

The tender should be submitted in **sealed cover** in two parts mentioning part no. and tender notice no. with date on top of the envelope of the parts. Two parts shall be put together in a separate sealed cover mentioning tender notice no. with date.

- A. **The Technical Part** should contain self-attested photo copies of PAN Card, Trade License, GST Registration Certificate, Income Tax Return (latest) and initial Earnest Money of ₹ 1,000.00 (*rupees one thousand only*) in the form of demand draft in favour of “Asansol Durgapur Development Authority”, payable at *Asansol*.
- B. **The Financial Part** should contain only Rate (*inclusive all taxes & duties*) quoted by the bidder in both figure and words in his / her letter-head pad. Prices quoted shall be complete for item including supply, installation, commissioning, etc. Quoted prices should be valid for a minimum of six months.

The Technical Parts will be opened first and the Financial Part of only technically qualified bidder(s) will be opened.

The required rates of the items with specifications are as follows –

Sl. No	Description of Material	Quantity
1.	Upgradation of existing Matrix PBX system with installation and commissioning of Pure IP PBX Grandstream UCM series and integration with existing Matrix IP PBX of ADDA office Asansol with extendable up to 500 SIP users. The installation includes Rack mounting with necessary Ethernet switch and other accessories and integration of Analog extensions, Remote extensions with VoIP Phones / Mobiles, P&T Lines, etc. (Make: Grandstream / Matrix)	1
2.	600 VA Back UPS (Make: APC / Vertiv)	1

The terms and conditions :-

- (i) All agencies are requested to visit the installation site before submitting their tender documents.
- (ii) The grand total of the rates of all items will be considered for selection of lowest bidder.
- (iii) Earnest Money of unsuccessful bidders will be refunded after issue of Work Order to the successful bidder. 2% of total quoted price of successful bidder will be considered as earnest money. Hence the successful bidder will have to deposit the balance amount was i.e. [(2% of total quoted price) – Rs. 1,000/-] in the form of demand draft in favour of “Asansol Durgapur Development Authority”, payable at *Asansol*. Earnest Money of successful bidder will be converted into security deposit.

Contd. P/2.



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(2)

- (iv) 1% of bill amount shall be deducted as security deposit so that the total security deposit becomes 3% of total quoted price. Security deposit will be refunded after one year from the date of successful delivery of the product. These one year is the liability period of the agency entrusted with the work. During this period any problem intimated to the agency by ADDA should be promptly attended.
- (v) The authority reserves the right either to accept or reject any or all the bids without assigning any reason whatsoever.
- (vi) Other terms and conditions will be followed as per Government rules.

The Tender will be received in Tender Box up to 3.00 P.M. on 06.12.2022 at ADDA Asansol office and will be opened on next working day at 3.30 P.M.

Memo No.: ADDA/ASL/ 989/1(5)/VI-50

Chief Executive Officer,
Asansol-Durgapur Development Authority

Date: 28/11/2022

Copy forwarded to :-

- The AEO, ADDA, Asansol.
- The Finance Officer, ADDA
- CA to CEO, ADDA with a request to place it before CEO.
- ✓ System Manager, ADDA Dgp with a request to publish in office website.
- Notice Board.

Chief Executive Officer,
Asansol-Durgapur Development Authority