



# NEW TOWN KOLKATA DEVELOPMENT AUTHORITY

(A Statutory Authority Under Government of West Bengal)  
3, Major Arterial Road, New Town, Kolkata - 700 156

Memo No. 538 /NKDA/Admn- 275/2012

Dated: 28.01.2019

## NOTICE INVITING QUOTATION ( N.I.Q) NO.01/NKDA/Admn of 2019

Sealed quotations are invited from resourceful, bona-fide and experienced suppliers/agencies having knowledge in supplying and installation of Software in Government Departments for the work of "Renewal and maintenance of ArcServ Backup r17.0 for New Town Kolkata Development Authority for a period of 01 (one) year".

### SCHEDULE:

Sl. No.	Description
1	Renewal and maintenance of ArcServ Backup r17.0 for New Town Kolkata Development Authority for a period of 01 (one) year.
2	License cost of new Backup client

Date of receiving quotations : 04 .02.2019 upto 2:30 P.M.

Date of opening : 04 .02.2019 at 3:00 P.M.

### Terms and Conditions:

1. No conditional quotation shall be allowed.
2. Rate should be quoted both in figures and words.
3. Time for completion of the work is 15 (fifteen) days from the date of issue of Work Order.
4. The accepting authority reserves the right to reject any or all the quotations without assigning any reason and he will not be bound to accept either the lowest quotation or any of the quotations.
5. No price escalation shall be entertained.
6. Scope of work :
  - a) Renewal of ArcServ Backup r17.0 for a period of 01 (one) year.
  - b) Maintenance and periodic monitoring of data backup.
  - c) Data prevention and restore during maintenance period.
  - d) Preventive Maintenance in 1<sup>st</sup> week of each month to be carried out in the premises of NKDA.
7. Payment : (1) 90% payment will be made on successful renewal certificate.  
(2) 10% payment will be released after 1 year. i.e. completion of maintenance period showing all the preventive maintenance report for each month.
8. Offer rate in inclusive of all but GST is exempted.

  
**Administrative Officer - I**  
New Town Kolkata Development Authority

Dated: 28.01.2019

Memo No. 538 /1(3)/NKDA/ Admn- 275/2012

Copy forwarded for information and necessary action to:

1. Chief Executive Officer, NKDA
2. Finance Officer, NKDA
3. Notice Board, NKDA

  
**Administrative Officer - I**  
New Town Kolkata Development Authority

Technical Bid

Name of Organisation	
Address	
Contract Details	
Trade License	
GST Certificate	
PAN/TAN	
Experience Certificate	

## Financial Bid

[ In Organisation Letter Head ]

Sl. No.	Description	Qty	Unit Rate (Rs.)	Total Amount (Rs.)
1	Renewal and maintenance of ArcServ Backup r17.0 for New Town Kolkata Development Authority for a period of 01 (one) year.	3		
2	License cost of new Backup client	1		

Signature : .....

Name: .....

Address : .....