

Minutes of pre-bid meeting held on 10.07.2015 at 3.00 P.M in the Conference Room of 03 MAR, NKDA in connection with Annual Maintenance Contract for Computers / Printers / Servers/Scanners / UPSs / Local Area Network (Including Router, Switch, Modem etc.) and other related peripherals installed in both the office buildings of New Town Kolkata Development Authority located at 03, and 01 MAR, New Town, Kolkata –700 156

Members present:

1. Sri Sukanta De, Administrative Officer, NKDA
2. Sri P Thakur, System Manager, NKDA
3. Sri Bablu Kumar Nath, Supervisor, NKDA
4. Smt Ankita Gupta, Advanced Computer Solution
5. Sri Pallab Bakuli, Earthline Infocom Pvt. Ltd.
6. Sri Chiranjit Saha, Bharat IT Services Ltd.
7. Sri Chandan Dey, Creative Info-link Pvt. Ltd.
8. Sri K Mahalanabis, Tata Elxsi
9. Sri Sanjoy Dey, Hue Service Pvt. Ltd.

Sri Pritam Thakur, System Manager, NKDA welcomed all the participants.

The following points were discussed and resolved in the meeting:

- (a) The EMD deposited by the bidders will be released only after issue of work order to the successful bidder or L1.
- (b) The bidders must provide atleast one authorisation service provider certificate either from **HP** or **IBM**. No other authorisation certificate from other service provider will be accepted in any circumstances.
- (c) The items mentioned in Para 1 (ii) under heading **The General Scope of Work** of EOI is excluded from AMC, details as follows:-
 - Battery of UPS
 - Printer Cartridges.
 - Printer/Plotter Head.
- (d) An amount of 2% from every quarterly bill submitted will be deducted as Security Deposit.

The meeting ended with vote of thanks.



Administrative Officer
New Town Kolkata Development Authority

Memo No. ⁴⁰⁷² NKDA/Admn-274/2012

Date: 13.07.2015

Copy forwarded for kind information to:

1. Finance Officer, NKDA
2. Sri P Thakur, System Manager, NKDA
3. PA to Chairman, NKDA
4. PA to CEO, NKDA
5. NKDA Official Website (www.nkdamar.org)



Administrative Officer
New Town Kolkata Development Authority