



WEST BENGAL INDUSTRIAL DEVELOPMENT CORPORATION LTD.

(A GOVERNMENT OF WEST BENGAL UNDERTAKING)

"PROTITI", 23, Abanindranath Thakur Sarani (Camac Street), Kolkata - 700 017

Phone : +91 33 2255 3700

Fax : +91 33 2255 3737

E-mail : mdoffice@wbidc.com

Web : www.wbidc.com

Corporate Identity Number : U75142WB1967SGC026988

NOTICE INVITING QUOTATION

Notice Inviting Quotation no: - WBIDC/IT/E-mail/23-24/1

Date: 11.01.2024

Quotations are invited by West Bengal Industrial Development Corporation, office located at PROTITI, 23, Abanindranath Thakur Sarani, Kolkata – 700017, for the work “Google Workspace Business Starter 30GB storage –Annual Plan for 88 users.”

Date of publication of tender: 11/01/2024 by 10.00A.M, in office notice board and official Website www.wbidc.com.

Bid submission start date: 11/01/2024 by 12.00 Noon onward up to 4:00 P.M. on working days.

Last date of submission of bid: 15/01/2024 by 02.00P.M

Date of opening of quotation: 15/01/2024 at 03.00 PM.

Terms and conditions:

1. The successful rate will be valid for next 3 years.
2. WBIDC will be able to add licenses.
3. The unit price will be as per the date of provisioning of licenses (pro-rata charges). User may be added at any time in that occasion proportionate rate will be observed during the payment of bill.
4. Payment will be made on submission of invoice.



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5. The quoted price should include all kinds of taxes and duties like GST and all other as applicable.
 6. Statutory deduction towards ST, IT, GST, etc. or as applicable time to time will be deducted from the bill / bills
 7. All payment will be made in account payee cheque / direct bank transfer only.
 8. Conditional quotation will not be accepted and shall be deemed as "informal"
 9. In connection with the work, Arbitration will not be allowed.
 10. In case of any dispute arise during execution of the work or after completion of the work, Managing Director, WBIDCL reserves the right to accept / cancel/ change/ modify this notice completely or partially without giving any notice to anybody.
 11. The contractor shall abide by all the local bylaws and act relating to the works and the regulations etc. of the Government and local authorities.
 12. The quotationer will have to submit the following documents along with the quotation.
 - a) Self –attested photo copy of valid GST registration certificate.
 - b) Self-attested photocopy of valid trade license.
 - c) Self-attested photocopy of PAN card.
 - d) Copies of Income tax return filed in previous three financial years.
 13. **The quotationer will be responsible for:**
 - a) Operational Support: - Create Users, Password recovery, etc.
 - b) Free Phone and Remote Desktop Assistance, and 5 (five) free onsite support, if required.



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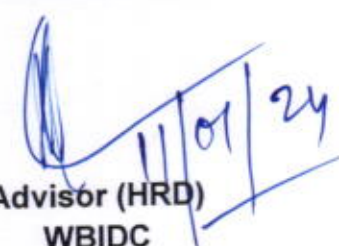
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- c) Unlimited Break or fix Support for Google Workspace Core suit
- d) Open cases with Google Workspace Support in case of emergency.
- e) Setup new features of Google Workspace which are released.
14. The Quotation should be submitted in hard copy in the drop box of the office at 'Protiti', 23, Abanindranath Thakur Sarani, Kolkata- 700016 in sealed envelope super scribed as **Quotation for "Google Workspace Business Starter 30GB storage –Annual Plan for 88 users"** containing duly signed this NIQ and self-attested copy of supporting documents or through email in the mail ID: wbidc@wbidc.com attaching all the necessary documents as mentioned. During submission of the quotation either by hard copy or through mail **NIQ No. must be mentioned.**
15. Successful bidder should submit all the documents in hard copy duly signed within 7 days from issuance of the Work Order.
16. The quotation shall remain valid for 30(thirty) days from the stipulated last date for submission of bid.
17. The work, mentioned above, to be completed successfully and to be retain thereat without any complain and full satisfaction of the departmental engineer from the date of installation and till retaining thereat.
18. Payment will be made only after successful completion of the work in all respect.
19. Submission of quotation will imply that the bidder will abide by all the terms and conditions of this" Notice Inviting Quotation".
20. The bidder will sign on every page of NIQ as a token of acceptance of the terms and conditions.


11/01/24
Advisor (HRD)
WBIDC