

GOVERNMENT OF WEST BENGAL
HOME & HILL AFFAIRS DEPARTMENT
General Establishment Branch,
'NABANNA'
325, Sarat Chatterjee Road, Howrah – 711102

No. 650-GE(N)/IE-135/2000

Dated, the 21st day of May, Howrah,

NOTICE

Sub: Quotation for AMC of 34 (Thirty four) Wall clocks installed in different Cells/Branches (at writers' Buildings and Nabanna) of Home & Hill Affairs Department, Government of West Bengal.

- Scaled Quotations in superscribed with the name of the work on the envelope are invited from bonafide service rendering firms/organizations for Annual Maintenance Contract of 34 nos. of Wall clocks (listed overleaf) mounted in different Cells/Branches of the Home & Hill Affairs Department for one year .
2. Intending Quotationers should quote the rate for service and maintenance only and must not include cost of any spare parts.
 3. Rate quoted shall be valid for one year and inclusive of all taxes.
 4. Vendor shall furnish the particulars of spares and its estimate in case of replacement and the cost of parts shall be paid by the Department.
 5. Payment for repair/ replacement of spares shall be made after production of work done certificate duly signed by the Officer-in-Charge of Section where the machine has been mounted.
 6. For proper maintenance of the machines, the preventive maintenance shall have to be carried out on monthly basis during 11.00 a.m to 4.30 p.m on working days.
 7. Response time for call should be within 24 hours.
 8. Payment towards the AMC will be made quarterly basis subject to submission of satisfactory work done certificate.
 9. This Department may accept or reject any or all quotations without assigning any reason whatsoever.
 10. The successful quotations will have to enter into an agreement with the Department for AMC at the accepted rate.
 11. Quotation should be submitted in the quotation box kept in the General Establishment Branch at Room No. 505 of Nabanna at 5th Floor or through e-mail ID No. homewbgenabanna@gmail.com by 29.05.2026 within 2:00 p.m. positively and the quotation box will be opened at 2:30 p.m. on the same day in presence of the attending and available quotationers.
 12. For any further information, bidders may contact the Assistant Secretary at Room No. 505, Nabanna, Howrah.

Sdf
Assistant Secretary
to the Govt. of West Bengal

No. 650/1(3)-GE(N)/IE-135/2000

Dated, the 21st day of May, Howrah,

Copy forwarded for information and necessary action to :-

1. Notice Board (GE Branch Nabanna/ GE Branch Writers' Buildings)
- ✓ 2. Website of Home & Hill Affairs Department (<https://home.wb.gov.in>).
3. Office Copy.

[Signature]
Assistant Secretary
to the Govt. of West Bengal

List of wall clocks of office of the Home Department at Writers' Buildings and Nabanna, Howrah.

Writers' Building

Serial no.	Wall clock	Room	No.
1.	Anglo-Swiss	Deputy Secretary	1
2.	Scientific	Joint Secretary	1
3.	Anglo-Swiss	P A to Joint Secretary	1
4.	Anglo-Swiss	Computer Room	1
5.	Anglo-Swiss	Department	1
6.	West-End	Department	1
7.	Anglo-Swiss	Department	1
8.	Ansonia	Department	1
9.	Anglo-Swiss	Department	1
10.	Anglo-Swiss	B A D P	1
11.	Ansonia	B A D P	1
12.	Anglo-Swiss	Police Service Cell	1
13.	Limton	Reserve (Department)	1
14.	Anglo-Swiss	Reserve (Department)	1
15.	Japani	Reserve (Department)	1
16.	Smith	Special Officer(SAARC-VISA)	1
17.	West End	Department (SAARC-VISA)	1
18.	Anglo-Swiss	Department Home(spial)	1
19.	Scientific	Department Home(spial)	1

Nabanna, Howrah

4th Floor

Serial No.	Wall Clock	Room	Branch	No.
1.	Anglo-Swiss	412	B.T & Vigilance Cell	1

5th Floor

Serial No.	Wall Clock	Room	Branch	No.
1.	Anglo-Swiss	501	P.A to Special Secretary	1
2.	Anglo-Swiss	503	Secret Sec	1
3.	West-End	503	Secret Sec	1
4.	Limton	511	Special Secretary	1
5.	Anglo-Swiss	510	Public Grievance Cell	1

13th Floor

Serial no.	Wall clock	Room	No.
1.	Anglo-Swiss	Deputy Secretary Cabinet Secretariate	1
2.	Limton	P.A to Secretary Home	1
3.	Anglo-Swiss	C.M's Department	1
4.	Anglo-Swiss	C.M's Department	1
5.	Anglo-Swiss	C.M's Department	1
6.	West-End	P.A to chief Secretary	1
7.	West-End	Chief Secretary Office	1
8.	Limton	Home Secretary	1
9.	Ajanta(Big size)	Under secretary	1
TOTAL			34