



**Government of West Bengal**  
**OFFICE OF THE DISTRICT MAGISTRATE, COOCH BEHAR**  
**জেলাশাসকের কার্যালয়, কোচবিহার, পশ্চিমবঙ্গ**

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Memo No: IT/ 62

Dated: 02/03/2016

**NIT FOR BULK SHORT MESSAGING SERVICE (SMS)**

Voter awareness during ensuing West Bengal Legislative Assembly Election 2016 can be done through Short Messaging Service (SMS). In addition to it urgent communications to polling personnel and various officials involved in the election will also be made through bulk SMS. Therefore bids are invited on behalf of District Magistrate, Cooch Behar from Service provider or Authorized agencies who can provide Bulk SMS service during the ensuing election.

**SCOPE OF WORK:**

1. Send Bulk SMS to 10 lakh mobile service subscribers in the district 4 (four) times during the ensuing Election 2016.
2. Bulk SMS should be sent to target subscribers having mobile network connections belonging to BSNL, Airtel, Vodafone, Idea, Aircel, Docomo etc.
3. The content of the SMS shall be provided by the competent authority of the Office of the District Magistrate. Uploading of Bulk SMS shall be done only on written direction to the bidder.

**DOCUMENTS REQUIRED FOR QUALIFICATION:**

- 1) Authorized Distributor's Certification / Document to support Reputed Service Provider
- 2) Xerox copy of PAN of the organization
- 3) Last year IT Return
- 4) Service Tax Return
- 5) Copy of Trade Licence

**RATE TO BE QUOTED:**

Rate shall be quoted in the following format:

Item	Rate (Rs.)
Bulk SMS to 10 lakh mobile service subscribers in the district 4 (four) times during election	

The bidder also shall quote rate in the following format

Item	Rate (Rs.)
Rate per single SMS	
Bulk SMS to 50,000 mobile service subscribers in the district 4 (four) times during election	
Bulk SMS to 1 lakh mobile service subscribers in the district 4 (four) times during election	
Bulk SMS to 1-5 lakh mobile service subscribers in the district 4 (four) times during election	



**Bid Evaluation:**

Financial bid shall only be opened if the bidder qualifies in the technical bid. Thus the technical bid will be opened first and the financial bid of those who have qualified in the technical bid will be opened later.

The 'Single Rate' quoted against "Bulk SMS to 10 lakh mobile service subscribers in the district 4 (four) times during election" mentioned in the above table shall only be taken for bid evaluation. Other rates quoted will be treated as reference rate for future considerations. Generally the lowest bid shall be awarded the contract however the authority shall have the discretion and decision of the authority in this respect is final. Bid Evaluation shall be done by the tender committee of the Office of the District Magistrate.

**SUBMISSION OF BID:**

**Cover A (Technical Bid):** A sealed cover having all the mandatory documents pertaining to technical and statutory documents. This cover shall be super scribed as 'Cover A (Technical Bid).

**Cover B (Financial Bid):** A sealed cover having Rate quoted in the format given in this quotation. This cover shall be super scribed as 'Cover B (Financial Bid).

Both the cover A & Cover B shall be placed within a bigger cover having super scribed on its top as "Quotation for Lease Line Connection in Office of the District Magistrate, Cooch Behar". Bid shall be submitted at the Office of the District Magistrate, Cooch Behar in the tender box kept at the O/C IT, First Floor, Administrative Building. Important dates are:

NIT invitation date : 2<sup>nd</sup> March 2016 at 10 am  
NIT submission date : 11<sup>th</sup> March 2016 up to 2 pm  
NIT opening date : 11<sup>th</sup> March 2016 at 3 pm

NIT shall be opened in the Chamber of ADM (D), Cooch Behar DM Office.

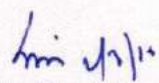
**VALIDITY OF THE BID:** 90 days from the date of bid submission

**WORK COMPLETION:** Bulk SMS shall be sent four times during the ensuing election.

**AGREEMENT:** Agency shall sign an agreement for a period of one year with the tendering authority within 7 after receiving the work order. If service is not satisfactory the Agreement may be terminated after giving one month notice.

**OTHER TERMS & CONDITIONS**

- **Payment:** Entire payment shall be made only after the completion of assigned work depending upon the availability of fund.
- **Subletting:** Agency cannot sublet the work to other agency
- Bidder is requested to be present personally during the opening of bids
- No escalation in the price shall be allowed.

  
**Addl. District Magistrate**  
**Cooch Behar**