

BIDHANNAGAR COLLEGE

Govt. of West Bengal

EB-2, Sector-I, Salt Lake

Kolkata- 700064

Phone: (033) 2337-4761, 2337-4782

E-mail:Principal.bnckol@gmail.com



বিধাননগর কলেজ

পশ্চিমবঙ্গ সরকার

ইবি-২,সেক্টর-১, সল্ট লেক

কলকাতা- ৭০০০৬৪

দূরভাষ- (০৩৩) ২৩৩৭-৪৭৬১,

(০৩৩) ২৩৩৭-৪৭৮২

Memo No. 22

Date:/...../20.....

TENDER NOTICE

No: 22

Date: 16.02.2022

Sealed Quotations are invited from the reputed Registered Companies/ Organizations/ Agencies for purchase of supply and repairment of computer accessories, supply of office contingency, repairment of furniture etc. by the Principal, Bidhannagar College, EB-2, Sector I, Salt Lake, Kolkata 700064. Detail terms and conditions etc. are as follow:

1. Last date of receiving sealed envelope is **02.03.2022 by 2.00 pm.** and date of opening of quotation/tender is **03.03.2022 after 3.00 p.m.**
2. Typed quotations/ tenders without seal will not be entertained.
3. All quotations/ tenders to be valid up to **31.03.2023.**
4. **Purchase of different items is subject to the availability of the Government fund.**
5. **Photocopy of PAN Card in the name of the organization or proprietor, Copy of Income Tax return for the current assessment year, GST certificate with copy of current return and copy of company registration certificate should be enclosed. In case, the PAN Card is in the name of the proprietor, copy of the certificate from the proper authority regarding proprietorship should also be enclosed.**
6. Quotations/ tenders should be given serially strictly according to our quotation number under separate head.
7. Clear mention of Percentage of Commission should be there in the quotation submitted by the Agencies. Selection will be made on the basis of greater percentage of Commission on each category of items.
8. In case of inability of the Agency selected as L1 for supply of the ordered item within 15 days from the order, the order may be cancelled and it will be given to the next to L1. Therefore the agency should provide in written priory about the unavailability of the item or so.
9. Items without mentioning the name of company/ make & model no. (if applicable) will not be entertained.
10. Proper Challans (two copies) and bills (3 copies) are to be produced for payment as per date mentioned in the order form.
11. Payment of bills will be made as per Govt. rules.
12. Any ambiguity in the quotations/ tender will be automatically cancelled.
13. Only quotations/ tenders as per specification mentioned in the list will be entertained.
14. The College authority has every right to cancel the whole process of tender at any stage.

Principal

Bidhannagar College

Principal

Bidhannagar College
Salt Lake, Kol-64