

KRISHNAGAR WOMEN'S COLLEGE

KRISHNAGAR, NADIA

Phone + Fax: (03472) 252355

Email: kwc.edu@gmail.com

Ref No. KWC-753/207.....

Dated 30/2/17

NOTICE INVITING QUOTATION

Sealed Quotation is invited by the Principal, Krishnagar Women's College from the eligible Suppliers/Agencies/Individuals for Annual Maintenance Contract of Xerox Machines in Krishnagar Women's College, Nadia.

I. Submission of quotation:

Financial Bid is to be submitted (should be in the letter head of the Suppliers/Agencies/Individuals) in the drop box located in the College's office. All papers must be submitted in English language.

II. Required documents for Technical Evaluation of Bid:

- a) The bidders must have credentials of same type of supply work in government or any other reputed organization.
- b) Valid Trade License
- c) PAN Card.
- d) VAT/CST Certificate.
- e) Income Tax Returns submitted for last F.Y.
- f) VAT/CST Returns of the last quarter.

III. Selection of L1:

Bidders should quote item wise rate as per specification stated here under. Lowest quoted total amount **covering all the items** will be selected as L1

IV. Details of Chemicals Equipments to be supplied:

As per Annexure-A

V. Payment terms:

- a) Payment will be made in Indian rupees only through account payee cheque/NEFT/RTGS within reasonable time from the satisfactory supply of the items and getting clearance certificate from the concerned authority.
- b) Statutory deduction will be made from the gross bill as per Government of West Bengal rules.

VI. Important information:

- a) All the prospective bidders are requested to be present during opening the financial bid at chamber of the under signed.
- b) During the scrutiny, if it comes to the notice to the tender inviting authority that the any paper found incorrect/ malmanufactured/ fabricated, that the bidder would not allowed to participate in the tender and that application will be rejected without any prejudice.
- c) The authority is reserves the right to cancel the N. I. Q. due to un avoidable circumstances and no claim in this respect will be entertained.

d) Date and time schedule:

Sl. No.	Particulars	Date	Time
1	Quotation submission start	31/03/2017 -	11:00 a.m.
2	Quotation submission close	07/04/2017	3:00 p.m.
3	Quotation opening	07/04/2017	3:15 p.m.
4	Issue of supply order	Will be communicated later.	
5	Completion period	7 days from the date of receipt of the supply order	

S. Das
 30.03.17
 Assistant Professor
 Krishnagar Women's College
 S. Das
 30/3/17
 Head
 Department of Physics
 Krishnagar Women's College
 Memo No. KWC-753/307

Manabi
Principal

Krishnagar Women's College
Krishnagar, Nadia

Dated: 30/03/2017

Copy forwarded to (for information only):-

- 1) District Magistrate, Nadia and Ex-officio Administrator, Krishnagar Women's College, Krishnagar, Nadia,
- 2) A.D.M. (G), Nadia
- 3) Senior DC, Nadia

Manabi
Principal

Krishnagar Women's College
Krishnagar, Nadia

Memo No. KWC-753/307

Dated: 30/03/2017

Copy forwarded for information with a request to make necessary arrangement for wide publication to the :-

- 1) Nezarath Deputy Collector, Krishnagar, Nadia.
- 2) Head Post Master, Krishnagar, Nadia.
- 3) Additional Executive Officer, Krishnagar Zilla Parishad, Nadia.
- 4) District Informatics Officer, NIC, Nadia.
- 5) Office Notice Board.

Manabi
Principal

Krishnagar Women's College

Krishnagar, Nadia

Principal
Krishnagar Women's College

Annexure- A

Sl. No.	Item	Configuration and No of Pieces		Total tentative budget (Rs)
6	Annual Maintenance Contract	Xerox Machine	No of Pieces and Specifications to be collected from the college office	6444

Sonal B. Das
30/3/17
Head
Department of Physics
Krishnagar Women's College

S. Das
30.03.17
Assistant Professor
Krishnagar Women's College

Mamobi
Principal

Krishnagar Womens' College
Krishnagar, Nadia
Principal
Krishnagar Women's College