

Invitation for Sealed Quotations

Date:06.02.2024

Tender for Purchase of Following items

SL No	Item	Specification	Make/Model	Approximate Quantity	Rate Per Unit
1	DESKTOP	Intel core i3 (12th Gen) / 8Gb Ram / 512 SSD / Windows11+ Office 2021/ 19.5 inch Monitor	HP / Lenovo	1	
2	LAPTOP	Intel core i3 12th Gen/8Gb Ram/512 SSD / Windows 11 + Office 2021 / 15.6 inch laptop	HP / Lenovo	1	

Terms and conditions:

- 1.** The quotations will be opened on the date and time indicated in the presence of Bidders if any present on the occasion. If the date of opening is declared a holiday, the tenders will be opened on the next working day.
- 2.** No advance payment or payment against invoice will be made. Payment will be made after receipt, inspection, installation and successful testing of the all the items supplied.
- 3.** All damaged or unapproved goods or any item, which is misrepresented, shall be returned to the Bidders, and cost and the incidental expenditure there upon shall be recovered from the Bidders.
- 4.** Terms & conditions of the bidder sent along with the quotation, if any, put by the Bidders, shall not be binding on the college.
- 5.** Packing list giving description of the contents must be put on all packages.
- 6.** On acceptance of tender, the date of delivery should be strictly adhered to, otherwise, the college, reserves the right not to accept the delivery. In case the order is not executed within the stipulated period, the college shall be at liberty to make purchases through other sources.
- 7.** The college reserves the right to change the quantity of items purchased.
- 8.** Payment of bill will be made through crossed account payee cheque
- 9.** Schedules for Invitation to Tender:
 - a)** Address at which sealed envelope is to be dropped at:
Office letter box of Maharaja Srischandra College
20, Ramkanto Bose Street
Kolkata-700003
Contact: mssccollege20@yahoo.com

b) Time and date for receipt of Tender: **Upto 5 pm on 29th February 2024.**

c) Place, Time and Date of opening of bids:

Place: Principal's Room

Maharaja Srischandra College

20, Ramkanto Bose Street

Kolkata- 700003

Time & Date: **WILL BE NOTIFIED LATER.**

d) Maharaja Srischandra College shall not be responsible for any postal delay about non-receipt/non-delivery of the documents.

10. Canvassing in any form by the bidder or its associates shall lead to outright disqualification.

11. **Contact number should be mentioned on the envelope containing bid for future correspondence.**



Principal

Principal
Maharaja Srischandra College
Kolkata-700 003

