

**Office of the Principal
Krishnagar Government College
Krishnagar, Nadia-741 101**

Notice Inviting Quotations

Memo No.: 581

Date: 11/12/23

Sealed quotations are being invited from reputed suppliers/vendors for **Annual Maintenance** of items listed below for the Departments and Office of this College for the FY 2023-2024.

Sl. No.	Description of Item for which Annual Maintenance is required	Unit
1.	Desktop Computers (i3, 4GB RAM, 1 TB HDD and LED monitors) with spare parts	50 Nos of computer
2.	Desktop Computers (i3, 4GB RAM, 1 TB HDD and LED monitors) without spare parts	50 Nos of computer
3.	Monochrome Single Function Laser Jet Printers with spare parts	10 Nos
4.	Monochrome Single Function Laser Jet Printers without spare parts	10 Nos
5.	CCTV system in the College campus as a whole (no. of CCTVs- 23 nos, NVR machine 16 channel-1 and 8 channel-1, PoE switches and Wire) with spare parts	Whole System
6.	CCTV system in the College campus as a whole (no. of CCTVs- 23 nos, NVR machine 16 channel-1 and 8 channel-1, PoE switches and Wire) without spare parts	Whole System
7.	Kyocera Xerox machine (TASKalfa 1800) with spare parts	4 pc
8.	Kyocera Xerox machine (TASKalfa 1800) without spare parts	4 pc
9.	R.O. water filtration unit with 25LPH with spare parts	1 pc
10.	R.O. water filtration unit with 25 LPH without spare parts	1 pc
11.	R.O. water filtration unit with 50 LPH with spare parts	2 pc
12.	R.O. water filtration unit with 50 LPH without spare parts	2 pc

Suppliers / vendors are asked to quote **Rate in INR for Annual Maintenance for 03 months (i.e. from 01.01.24 to 31.03.24) and for 15 months (i.e. from 01.01.24 to 31.03.25) separately.**

Suppliers / vendors must enclose along with sealed quotations, self-attested photocopies of trade license, PAN card, GST registration certificate with GSTIN Number, IT return certificate for last financial year, bank account number mentioning IFSC code of the branch of the bank (one cancelled cheque and xerox copy of 1st page of bank pass book and one valid Mobile Number).

Quotations must be submitted in sealed envelope (size: 5" x 11") from 12/12/2023 at 12:30 p.m. to 19/12/2023, 1.00 p.m. No re-writing and double writing will be entertained in tender papers. All the Tender quotations must be dropped in the Tender Box, located at the College Office.

The Quotation must contain technical specifications and financial details. All the quotations must be dropped in the Tender Box. No quotation will be accepted by hand.

Price must be inclusive of GST and delivery charges (if applicable) and for branded articles price cannot be more than printed price and any tampering on the printed price will not be accepted and order for that material will be cancelled. Purchase will be made as per the availability of relevant funds.

Tender Box will be opened on 19/12/2023, 1.30 p.m.

Countersigned

Officer – in – Charge
Krishnagar Government College

[Signature]
Officer-in-Charge
Krishnagar Govt. College
Krishnagar, Nadia (W.B.)

[Signature]
Joint Convener

Tender and Purchase Committee

Copy to (for display):

1. Office of the District Magistrate, Krishnagar, Nadia, West Bengal.
2. Office of the Municipality, Krishnagar, Nadia, West Bengal.