



NABA BALLYGUNGE MAHAVIDYALAYA

(Formerly CHARUCHANDRA EVENING COLLEGE)

27E, BOSE PUKUR ROAD, KOLKATA - 700 042

Email : nbmv2005@yahoo.co.in ; Website : nbmahavidyalaya.in

Ref. No.

Date..... 20

NOTICE INVITING QUOTATION

Sub: **Quotation for AMC of Computer.**

NOTICE INVITING Quotation No. NBMV/Tender_04/2023-2024 Date 05.06.2023 sealed bids are invited under two bid systems, viz. Part I. Technical Bid and Part II Financial Bid from reputed service provider for Annual Maintenance of Computer at Naba Ballygunge Mahavidyalaya (NBMV), Kolkata.

Quotation Details:-

01	Date of Publication	5th June 2023
02	Availability of Quotation Document	Annexure A, B may be downloaded from the NBMV website- www.nbmahavidyalaya.in
03	Tender Fees Nil	Nil
04	Last date and time of Submission of Quotation	12 th June 2023 till 4:00 PM
05	Date and time of Opening of Technical Bid	13 th June 2023 at 1:30 PM
06	Date and time of Opening of Financial Bid	13 th June 2023 at 2:30 PM

Details of specifications are given below.

Sl.	Particulars	Qty	Rate Quoted Per Pcs.& Sets.
01	AMC OF COMPUTER (Intel Processor with full Sets)	40 Pcs.	Rate Per Pcs.

Terms and conditions:

- Bids are to be submitted with a forwarding letter as in Annexure A
- Only hard copies of Bids are to be submitted to the office of the NBMV between 12 noon to 4 PM on working days (Monday to Friday).
- The Technical Bid shall comprise of self-attested photocopies of the following documents :-
 - Valid copy of Trade License (2023-24)
 - PAN Card
 - Registration Certificate of GST
 - Income Tax Return for last 2 years
 - Year wise gross turn over for last 2 years
 - Credential Certificate
- The financial Bid shall comprise of price including GST, total price, extent of discount , if any and to be submitted in Annexure B (Separate Envelope)

Ayautika Ghosh
Principal 05.06.23

Naba Ballygunge Mahavidyalaya
27E, Bosepukur Road
Kolkata-700 042



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5. The technical Bid and the financial bid shall be submitted in two separate sealed envelopes with board heading mentioning the name of the item (Technical Bid or Financial Bid) and quotation No. on the envelope containing documents.

The sealed envelopes of Technical Bid and Financial Bid should be submitted in a large sealed cover mentioning the Tender No. and be addressed to the Principal, Naba Ballygunge Mahavidyalaya, 27E, Bose Pukur Road, Kolkata : 700042.

6. The rate offered should be valid for acceptance up to on 1(one) year from the date of date of issue of the work order and the rate is inclusive of GST and other charges should be indicated. Rate should be quoted in both words and figures; if there is a discrepancy between words and figures the amount in words prevail.
7. The Financial Bids of only those who have been found to be technically qualified will be opened.
8. Acceptance of the lowest offer is not binding to the authority.
9. The NBMV reserves the right to accept or reject any or all tenders without giving any reason whatsoever.

If the office remains closed on the opening day of the quotation, the quotation will be received up to 02.00pm after noon and opened at 02.30 pm on the next working day.

Ayantika Ghosh

Principal

05.06.23.

Quotation No: NBMV/Tender_04/2023-2024

Date : 05.06.2023

Principal

Naba Ballygunge Mahavidyalaya
27E, Bosepukur Road
Kolkata-700 042

ANNEXURE - A

To
The Principal,
Naba Ballygunge Mahavidyalaya,
27E, Bose Pukur Road,
Kolkata -700042.

Ref Quotation No: NBMV/Tender_04/2023-2024 Dt. 05.06.2023

Madam,

I/We have read various conditions to quotation and hereby agree to the said conditions. I/We also agree to keep this tender open for acceptance for a period of 07 days from the date fixed for opening the same.

Sl.	Particulars	Qty	Rate Quoted Per Pcs.& Mtr.
01	AMC OF COMPUTER (Intel Processor with full Sets)	40 Pcs.	01

1. I/We hereby bind myself/ourselves to provide service as specified in the conditions of agreement. I/We also hereby agree to abide by the General conditions of agreement and to carry out the work according to the standard practice.

2. In case there is difference between figures and word in the quoted cost, the cost Indicated in word will be taken as correct for consideration.

Seal and Signature of Tenderer

ANNEXURE - B

To
The Principal,
Naba Ballygunge Mahavidyalaya,
27E, Bose Pukur Road,
Kolkata -700042.

Ref Quotation No: NBMV/Tender_04/2023-2024 Dt. 05.06.2023

Madam,

Financial Bid:

Sl.	Particulars	Qty	Amount (Including All Charges)	Gst	Total per Amount D+E=F	Total Nos.	Total Amount (Including GST) F x G = H
A	B	C	D	E	F	G	H
01	AMC OF COMPUTER (Intel Processor with full Sets)	1Pcs.				40Pcs.	

Total Amount In Words :

Seal and Signature of Tenderer