



# KHEJURI COLLEGE

BARATALA, PURBA MEDINIPUR, PIN- 721431

Phone No: (03220) 280-235;

E-mail: khejuricollege1999@gmail.com

Memo No: KC/ TENDER/10/2019-20

Date: 17.07.2019

## NOTICE INVITING TENDER

Sealed Tender is hereby invited from genuine suppliers for the supply of Computers and External Hard Disk according to the following list. The last date for submitting quotation is on 24.07.2019 till 2pm. at the college office.

The opening date is on the same day (24.07.2019) at 2.30 pm. After due consideration of cost and quality, the supplier will be chosen within a short time.

Serial No.	Name of Item	Particulars	Total Volume
1.	Computers [Including Monitor(20.5inches), Keyboard, Mouse]	HP AIO-22-c0019il, 8 <sup>th</sup> Generation, DOS, 1TB Hard Disc, 4GB RAM, Intel Processor (i3)	12 Pieces
2.	External Hard Disks	1 TB; Seagate	2 Pieces

### Terms and Conditions for submission of Quotation for supplying of Items.

1. The tenderer must have to submit two separate bid for financial and technical bid.
2. The rate of items must be written in both words and figures clearly and differently. Overwriting/correction, if any, must be authenticated with the signature of the tenderer.
3. The supply of items must be made to the Principal, Khejuri College, Baratala, Purba Medinipur, PIN-721431.
4. 2 % of the total quoted work value as Earnest money by Bank Draft of S.B.I. payable at Baratala must be deposited with the tender paper in favour of the Principal, Khejuri College, Baratala, Purba Medinipur and without which the tender shall be rejected. The EMD will be refunded to unsuccessful tenderers within one month from the date of finalization of the tenders and to that of the successful tenderer after completion of warranty period. IN ABSENSE OF EARNEST MONEY DEPOSIT, NO TENDER WILL BE ENTERTAINED.
5. The rate must include all taxes with GST, sur-charges, if any, and carriages up to the Khejuri College, Baratala, Purba Medinipur.
6. Copy of PAN Card must be enclosed with the tender paper.
7. GST Challan of must be enclosed with the tender paper.
8. Income Tax Return must be enclosed with the tender paper.
9. Copy of Trade License to carry on business must be produced with the tender paper.
10. The undersigned reserves the right to accept any or reject any or all the tenders without assigning any reason thereof.
11. The envelope containing tender paper and other documents must be super scribed on the top of the envelope as "Tender paper for Work" and should be addressed to the Principal, Khejuri College, Baratala, Purba Medinipur, PIN-721431.



*A. K. Alam*  
17/07/19  
PRINCIPAL  
KHEJURI COLLEGE



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12. The undersigned will not take any risk if the tender documents are received beyond the prescribed date and time.
13. If the successful tenderer fails to complete the work, his earnest money will be forfeited.
14. Relevant credential certificate should be submitted valued at list 50% of the relevant work.
15. The deadline for supply of items, as it would be mention in the work order must be strictly maintain.
16. With regards to process of selection concerning tender, the decision of college authority will be final.

*Kolam*  
17/07/19  
Principal

Khejuri College,  
Baratala, Purba Medinipur, PIN-721431.

### Copy to the

1. Khejuri College website
2. Khejuri College Notice Board, Baratala, Purba Medinipur.
3. Guard File- Khejuri College, Baratala, Purba Medinipur
4. Principal/Bursur- Khejuri College, Baratala, Purba Medinipur
5. Head Clerk- Khejuri College, Baratala, Purba Medinipur

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