

**SANTIPUR COLLEGE**

P.O.- SANTIPUR, Dist.- NADIA

website : www.santipurcollege.co.in

Ph. No. 03472-278028

Ref. No.       / SC /      Date       02.04.2022      **Tender Notice**

Sealed Quotation is hereby invited by the undersigned for supplying Computer HP Laserjet Printer equipments for Department of Office (Cash Room) as per terms & conditions mentioned below. The filled quotations, along with all the required documents, must reach the office of the undersigned on or before 08.04.2022 at 03.00 p.m. The Envelope containing the quotation would be sealed:

We also need after sale services including installation of instruments.

**“QUOTATION FOR THE Computer Printer****Hp Laserjet Printer M-1136” - 2 pcs (Two) only**

- A) Rates must be quoted FOR basis (including Freight charges, insurance, installation etc.)
- B) No overwriting or cutting is permitted in the rate. If found , the quotation shall be summarily rejected.
- C) The rates quoted must be valid for 45 days minimum from the date of opening of the quotation and silence of any tendered on this issue shall be treated as agreed with this condition.
- D) The firm/ agency may satisfy the following conditions and attach self-attested copy of the same with the quotation.

Firm shall be registered with the Government of West Bengal/ Central Government.

- The firm shall have Valid GST/ Other Taxes and IT PAN.
  - The firm should not be black listed by any Govt. Agency/Department.
- E) **Delivery Period** –within 05 days from purchase order.
- F) **Liquidated Damage-** If the supplier fails to deliver the material on or before the stipulated date, then a penalty at the rate of 0.5 % per week of the total order value shall be levied subject to maximum of 10% of the total order value.
- G) **Payment Terms:** Payment will be only after satisfactorily delivery/ commissioning of material and after inspection by the Santipur College.
- H) **Disputes :-** In the event of any dispute or disagreement arising between the contractors and any other department of Santipur College with regards to the interpretation of “Terms & and Conditions” of this inquiry, the same shall be referred to undersigned whose decision will final and binding up on the contractor.
- I) Santipur College reserves the right to increase or decrease quantity and / or amount of work. Decision of Quantity of material in the Santipur College will be final in this regard.
- J) Santipur College reserves the right to reject any quotation or part or the whole of inviting quotation process without assigning any reason. Decision of the undersigned will be final in this regard.

Date – 02.04.22  
Place- Santipur

*Chandrima Bhatta Chatterjee*  
Principal  
Santipur College

Principal  
SANTIPUR COLLEGE  
Santipur, Nadia.