



**GOVERNMENT GENERAL DEGREE COLLEGE, CHAPRA
OFFICE OF THE PRINCIPAL
GOVERNMENT OF WEST BENGAL**

VILL-SHIKRA, P.O.- PADMAMALA, DIST- NADIA, PIN CODE: 741123, W.B, INDIA. Email: cgcollege2015ku@gmail.com

Memo No. 167/24/GGDCC/Tender

Dated: 10th June, 2024

***Ref. Tender Notice Published in two daily newspapers 'EKDIN' & 'The Statesman' - 10th June
2024 vide No. 163/CGC/Tender dt. 03/06/2024***

NOTICE INVITING TENDER QUOTATION

Sealed quotations are invited from Govt. Registered/Authorized vendors, Corporations, Cooperative Society, WEBEL, WBHIDC, DGS&T, Authorized contractor, Agencies and Organizations for the purchase of following items/service/AMC/Maintenance in our College for the financial year 2024-2025.

Last date of submission of Sealed quotations along with all relevant papers should reach to the Office of the Principal, Government General Degree College at Chapra is as follows:

Last date of submission	19.06.2024 (till 4 PM)
Opening of Tender box & Quotations	20.06.2024 (at 1 PM)

Quotations will be opened in the presence of the College's Tender & Purchase Committee members.

1. Development & maintenance of college website, Online Admission, application process & e-Counselling (if any),
2. Purchase of Laboratory Equipment, Chemicals, Glass-goods,
3. AMC of CCTV, Computer, Networking System, Projector, Printer, Photocopier, Laboratory Equipment etc.
4. Purchase of Books and journals,
5. Purchase of Sports Items, Office Stationaries etc.
6. Pest control, Cleaning & Dusting of books in Library, rooms, college campus along with Jungle cutting, gardening, cutting of bushes etc.
7. Data entry, Classification, accessioning, labelling, printing catalogue cards etc. of Library documents,
8. Students' Identity Cards, Identity Cards for Library.



Sealed Quotations with credentials and documents should reach the College Office within 19th June, 2024.

★ Sealed Quotations have to be submitted and dropped in the specified Tender Box kept at the College main entrance. The authority has every right to cancel any Quotation without stating any reasons, thereof.

★ Preference will be given to Govt. approved agencies like WBSIDC, WEBEL, Co-operative Soc. Ltd., etc.

★ Items will be procured subject to availability of funds.

Sd/-
Principal
Govt. General Degree College, Chapra

MISCELLANEOUS ITEMS TO BE PURCHASED

I. College Website Maintenance along with Domain Hosting and Online Admission Procedure (if any)
Domain & Website Hosting with Maintenance, Online Admission, Reopening of admission portal (if any) as per Govt. of West Bengal & Kalyani University Guidelines
II. Laboratory equipment, Chemicals & Glass-goods for Physics & Chemistry Lab
Contact office for details
III. Annual Maintenance Contract (AMC)
CCTV, Computer, Projector, Printer, Photocopier, Laboratory Equipment
IV. Office Stationeries/Contingency items & Sports Items
As per college requirements
V. Purchase of Book & Journals
As per college requirements
VI. Pest Control along with cleaning and dusting of rooms, college campus, Jungle Cutting & Gardening as per requirement
Pest Control in various room as per requirement, Cleaning and Dusting of Library Books & Journals Cleaning & sanitization of college campus, Outside & inside of buildings including classrooms and other rooms, Jungle cutting, Gardening includes cutting bushes, trimming trees, plowing soil etc.
VII. Data entry, Classification, accessioning, labelling etc. of Library documents
As per college requirements
VIII. Students' Identity Cards and Library Identity Cards
Digitally printed of size: 9"-5" with Plastic Cover (as per college sample)

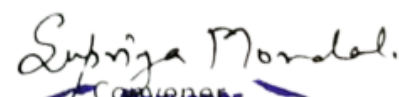
Interested Suppliers/vendors may apply in their letterhead to the principal with relevant documents that reveal their government affiliation and must enclose the self-attested photocopies of **PAN Card, IT Return Certificate for last financial year, Trade License, GST registration Certificates with Number, 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)**

N.B.

1. Tenders/quotations will remain valid up to 31.03.2025.
2. Purchase will be made as per availability of relevant funds.
3. Tender/quotations must be submitted in one sealed envelope: (size 5"x 11"), re-writing and double writing will not be entertained in tender papers/quotations.
4. All the Tender quotations must be dropped in the Tender Box. No Tender quotation will be accepted by hand.
6. Price must be inclusive of all kinds of taxes of taxes and delivery charges (if applicable)
- 7. Please Contact to Office for more details.**

COUNTERSIGNED


Principal
Govt. General Degree College, Chapra


Subrita Mondal.
Convener
Purchase & Tender Committee
Govt. General Degree College, Chapra