



Memo. No. RGP/ 98 /2023

Date: 08/05/2023

Subject :"**Seeking sealed Quotations for Repairing and maintenance of Computer and peripheral at Raghunathpur Government Polytechnic'**

Notice Inviting Quotation(NIQ)

The Principal-in-Charge, Raghunathpur Government Polytechnic invites sealed Quotations for repair/maintenance of Computer and peripheral. Bonafide & reputed bidders having experience in similar field for providing repairing services of Computer and peripheral are hereby requested to submit quotation as per the specification given in Scope of Work. Bid should be submitted on or before 25th May, 2023.

Scope of Work:

The Principal-in-Charge, Raghunathpur Government Polytechnic proposes for Comprehensive Repairing for i) Desktop Computer = 13Nos ii) Printer = 04 Nos. iii) UPS = 48 Nos

Submission of Bid:

The intending bidders shall have to deposit their rates after physical inspection of damaged items in the Quotation box placed in the office. The company should be registered company and working in other Govt./ semi Govt /autonomous bodies for last 3 years. Sealed envelopes clearly mentioning in super-scripting "Quotation for Repairing of Computer and peripheral"should be dropped in the Quotation box located at office of the Principal, Raghunathpur Government Polytechnic .The bid should be addressed to the **Principal-in-Charge, Raghunathpur Government Polytechnic** at above mentioned address on or before 25th May 2023, 3.00 p.m. This office shall not be responsible for any delay in postal transit. No bid shall be accepted after the due date and time: Bid will be opened on 26th May,2023 at 12.00 PM

Terms and conditions:

The Bid Document should contain

- i) Self attested copy of Valid Trade License
 - ii) Self attested copy of PAN Card of Company
 - iii) Self attested copy of GST Registration Certificate
 - iv) Certificate of Credential of Similar Kind of Work from the previous /existing institutions in support of eligibility Clause.
 - v) Document establishing the firm as authorized service agent of one,/ more companies for which they are bidding.
 - vi) Last three years Income Tax returns of the Company.
 - vii)The rate quoted will have to be inclusive of all charges whatsoever.
 - viii) The bidder will have to quote their rate in both in numbers and in word.
- The institute reserves the right to cancel any or whole of the quotations without assigning any reason.

Principal in Charge,
Raghunathpur Govt. Polytechnic
Principal-in-Charge
Raghunathpur Govt. Polytechnic
Govt. of West Bengal

Copy forwarded for the necessary information with request to display this on Notice Board for wide circulation.

1. The Sabhadhipati, PuruliaZillaParishad, Purulia
2. The District Magistrate, Purulia
3. The S.D.O, Raghunathpur
4. The District Information Officer, Purulia
5. B.D.O , Neturia
6. Store in Charge, Raghunathpur Government Polytechnic
7. Notice Board, Raghunathpur Government Polytechnic
8. File

Principal in Charge,
Raghunathpur Government Polytechnic
Principal-in-Charge
Raghunathpur Govt. Polytechnic
Govt. of West Bengal