



SOUTH MALDA COLLEGE

West Bengal Govt. Aided Degree College (Estd. 1995)

Affiliated to University of Gour Banga

P.O. - Pubarun, Dist.-Malda, PIN-732215

E-Mail: southmaldacollege1995@gmail.com

Memo No.

Tender Notice No: 20/SMC/Tender/25 Date: 21.04.2025

Tender Notice for installation/procurement of Rack and Book Shelf

Scaled quotations are invited from the authorized dealers to quote their lowest possible rate for the supply of the Dewey Decimal Classification (DDC) for the office and Library of the South Malda College, P.O. Pubarun, Dist. Malda PIN 732215.

Consignment in details:-


Sl. No.	Item	Specification	Quantity
1.	Steel File Rack	a. Dimension: Breadth 3', Width 1.5', Height 6'. b. Good Quality Steel with color c. At least 4 racks	1 (One)
2.	Book Shelf (without door/glass, only one side open)	a. Dimension: Breadth 3', Width 1.5', Height 6'. b. Good Quality Steel with color c. At least 5 rows	6 (Six)

The quotations must be submitted to the college office during 12:00 noon to 4:00 pm or be sent by post. Last date for submission of quotation is 05.05.2025 (up to 4:00 p.m.). Date of opening of quotation is 07.05.2025 at 2:00 pm.

Terms & Conditions:-

- The sealed cover should be duly superscripted with the Tender Notice No. & date and name of the item quoted in block letter.
- Party is requested to keep in touch with the college before quoting the rate for better knowledge of specification, quality of material, etc.
- Please make sure to mention unit price and cumulative price for all items that should be inclusive of all taxes, duties and other charges.
- Rate should be quoted in Indian Rupees (INR) only.
- Rate and amount of GST for each item is to be specified in the quotation.
- The bidder must be GST-Registered (photocopy of the GST Registration Certificate to be provided along with the quotation). Quotations of the unregistered dealers would be summarily rejected.
- Sample must be shown to Purchase Committee before quoting in all possible cases.
- The quotations should be made by the bidders in their original letterheads clearly indicating the aforesaid goods/articles in details.
- Price quoted should be inclusive of GST and delivery charges up to South Malda College.
- Payment will be made after successful delivery and installation of the item and submission of the Tax Invoice and Challan. No advance payment will be entertained.
- The quoted rate must be valid for a period of 180 days from the date of closing of the tender.
- Our enquiry no and date & Purchase order no. and date must be quoted on all correspondences and those should be duly signed and sealed.
- Item should be supplied in a good condition without any defect or damage.
- Bidders must as far as possible, arrange to supply the materials within the stipulated time mentioned in the purchase order. This delivery time must be strictly adhered to. Failure to supply within the specified time will lead to cancellation of the order without notice.
- The bidders may be requested to demonstrate the quoted model of the item during technical evaluation, if required, failing which their bids/offer shall be rejected.
- The tenderer is at liberty either himself or to authorize not more than one representative to be present at the opening of the tender. The representative must bring along with him a letter of authority and proof of identification.
- Sealed quotations must be superscripted with tender no. and addressed to:
The Principal, South Malda College, P.O. Pubarun, Malda, West Bengal, 732215
- The Purchase Committee, South Malda College reserves the right to accept or reject any quotation in part or full without assigning any reason thereto.
- In all cases of disputes, the decision of the Purchase Committee shall be final & binding on you.



Sd/- 
Principal
South Malda College

Principal
SOUTH MALDA COLLEGE
P.O. Pubarun, Dist. Malda