



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. 362/SMC/24

12/11/24

Tender Notice No: 12/SMC/Tender/24 Date: 12.11.2024

Tender Notice for Procurement of Laptop Computer

Sealed quotations are invited from the authorized dealers/reputed firms for procurement/installation of **Laptop Computer** to quote their lowest possible rate for the supply of the under-mentioned item to be installed in South Malda College, P.O. Pubarun, Dist. Malda PIN 732215, subject to the following terms and conditions.

The details of required items are as follows:

Sl. No.	Item	Specification	Quantity
1.	Laptop Computer	a. Processor: Intel ® core i7 7 th Generation, Quad Core 3.4 GHz or above b. OS: Microsoft ® Windows 10 or above c. Memory 8 GB d. Hard Drive 1 TB, 7200 rpm Hard Disk Drive e. All pre-installed MS Office 2016	1 (One)

Instructions to the Bidders:

- The quotations must be submitted to the college office during 12:00 noon to 4:00 pm.
- Last date & time for submission of quotation is 21.11.2024 up to 4:00 p.m. Date of opening of quotation is 21.11.2024 at 5:00 pm.
- The sealed cover should be duly superscripted with the Tender Notice No. 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 as stated in point no.5 below.
- Rate and amount of GST for each item is to be specified in the quotation.

Terms & conditions of 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 the 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.



14/11/24



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. 362/SMC/24

12/11/24

5. Payment will be made after successful delivery and installation of the software and submission of the Tax Invoice and Challan. No advance payment will be entertained.
6. Validity of the quotation will be at least 3(three) months from the date of opening of the quotation.
7. Tender notice no. and date & Purchase order no. and date must be quoted on all correspondences and those should be duly signed and seal.
8. The bidders should install and configured latest and stable version of the **Laptop** to the college.
9. 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.
10. The Finance Committee, South Malda College reserves the right to accept or reject any quotation in part or full without assigning any reason thereto.
11. In all cases of disputes, the decision of the Finance Committee shall be final & binding on you.



[Handwritten Signature]

Principal
South Malda College

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