



NAKSHALBARI COLLEGE

ESTD : 2008 (GOVT. AIDED)

P.O. NAKSHALBARI,
DT. DARJEELING (W.B.), PIN : 734429

Telephone No. : 0353-2004769 (Principal)
0353-2005231 (Office)

E-mail : nakshalbaricollege@gmail.com
Website : www.nakshalbaricollege.com

Ref. No. QUO/NC/24/07

Date: 29.08.2024

Quotation Notice / Dt. 29.08.2024

Sealed quotations are invited for supply of Different type of Contingency Items Attached in the Schedule-1 from the reputed Firms/Agencies/Supplier/Individuals by the Teacher-in-Charge Nakshalbari College, Nakshalbari, Darjeeling.

Interested vendor(s) / Supplier(s) are requested to submit their quotation by hand at the college office as per the date schedule mentioned below.

The Rate is to be quoted item wise as per the Schedule-1

Required Documents with the Quotation:

- 1) PAN Card, 2) Trade License (Similar Trade)

Time Schedules:

Sl. No.	Particulars	Date & Time	Remarks
1	<u>Date of Publishing of Quotation Notice</u>	29/08/2024	
2	<u>Last Date of Submission of the Quotation</u>	09/09/2024 (From 11:00am to 4:30 p.m.)	Sealed Quotations will be received at Office of the Nakshalbari College, Naxalbari, Darjeeling, in all working days from 11:00 am to 4:30 p.m.
3	<u>Date of opening of the Sealed quotations</u>	10/09/2024 up to 3.00 pm	Quotations will be opened at the Chamber of the Teacher-In-Charge, Nakshalbari College, Naxalbari

Terms & conditions:

01. Tender Selection Committee (TSC) reserves the right to accept or reject any tender of any part of the tender without assigning any reason whatsoever.

02. All documents submitted for quotation should be signed/self-attested with seal by the vendor(s) / Supplier(s) in all pages.

03. Incomplete or bid with insufficient documents required for this quotation notice will be rejected

04. The authority will check or test the quality of the Items of each part before finalization of Financial Bid. If any deviation found according to the specification, the authority has every right to cancel the total/part of the tender.



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05. The final amount reflects in the Quotation by the vendor(s) / Supplier(s) will be treated as inclusive of all taxes (direct or indirect) and all charges like cost of material, all incidental charges, delivery etc. no further or extra charges/amount will be paid beyond the price quoted and approved in the said Quotation.

06. The tendering authority has the liberty to ask for performance demonstration of any item before placing order for supply. In case of dissatisfaction, the authority will have the right to disapprove the offer of lowest quoted bidder and go for the next vendor / Supplier.

07. The tendering authority reserves the right to withdraw any item from the tender at any stage. The selection of such item, if already made in favour of any Tenderer, shall be treated as cancelled. The tendering authority reserves the right to reject or accept any tender or part thereof at any stage or to split any tender without assigning any reason. Withdrawal of tender or any revision after submission of tender by the Tenderer will not be allowed.

08. The rate should be quoted in Indian Rupees for a particular brand or model / model no. of the offered items only as mentioned in the appropriate column of the Tender Form (Alternative offer will not be accepted). The tender shall be cancelled for the quotation of item without its brand name, model, model no. etc. The detail information regarding the manufacturer and the items quoted in the Tender Form' should be furnished.

09. The vendor(s) / Supplier(s) will undertake that supplies of necessary maintenance equipment and spare parts will be made available for all items/equipments and the complete system for at least five years on a continuing basis. However, this does not relieve the supplier of any warranty obligations under the contract.

10. Delivery of the goods at the purchaser's premises shall be completed by the Supplier in accordance with the terms specified by the purchaser. (i) The installation, testing and commissioning of the proposed system shall be completed in accordance with the order. (ii) All items are to be delivered within 15 days from the date of placement of order. (iii) In case of distributor, the firm should be direct distributor of manufacturing unit. Sub- distributor authorization by distributor will not be accepted at all.

11. **PENALTY FOR FURNISHING OF FRADULENT/ MISLEADING DOCUMENTS** If during the tender process or at any stage during the validity of the tender period, it is found that a Tenderer(s) has formed a cartel in what so ever form or name to fix up the rates or suppliers to the detriment of the fairness of the tender process, penal measures shall be initiated. Similar penal measures shall also be initiated against those tenderers who have submitted false/ misleading/ fraudulent documents or made incorrect declarations. The College authority has full right to take action as per the law.

12. Application in the Letter head duly filled in & signed in, should be submitted with the Schedule-1



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13. Lowest rate will be accepted among technically qualified vendor(s) / Supplier(s). In case of equal rate draw of lots will be done.
14. Before finalization of Quotation, samples are to be placed before the tender selection committee for verification & further process of Financial Bid.
15. The rates quoted in the Quotation is valid till 31st March'2025
16. Materials will be supplied by the selected Firms/Agencies/Supplier/Individuals as per the requirement by the college authority. The supply order will be issued as per requirement.
17. All participants should be present during opening of Sealed quotations, otherwise their claim will not be entertained afterwards for any discrepancy or any immediate bid.
18. WITHDRAWAL/CANCELLATION: The authority reserves the right to withdraw or add any item from the Tender at any stage. The selection of such item, if already made in favour of any the Tender shall be treated as cancelled. The authority reserves the right to reject or accept any vendor(s) / Supplier(s) or part thereof at any stage or to split any tender without assigning any reason. Withdrawal of quotation / Tender or any revision after submission of quotation / Tender by the vendor(s) / Supplier(s) will not be allowed. The authority reserves the right to accept or reject any tender in part or in full, without assigning any reason.
19. The authority reserves the right to cancel or accept a part or whole of a tender without assigning any reason there off.

Sd/-

(Dr. Ranjit Roy)

Copy forwarded to (for wide publicity):

- 01) The Sabhapati, Naxalbari Panchayat Samity, Naxalbari.
- 02) The Block Development Officer, Naxalbari Development Block, Naxalbari, Darjeeling.
- 03) The Pradhan, Maniram GP
- 04) The Pradhan Naxalbari GP
- 05) The Pradhan Hatighisa GP
- 06) Office Notice Board.
- 07) Office File.

Sd/-

(Dr. Ranjit Roy)