

**Notice for University Website**

**QUOTATION NOTICE**

Sealed quotations are invited from the interested vendors/suppliers for purchase of “**i) One Desktop PC with its accessories ii) one printer**” in the Department of Chemistry, University of North Bengal.

All Quotations are to be submitted accompanying with GST & PAN photocopies, duly stamped and signed along with valid certificates as sole distributor/dealership, if applicable, to **Dr. Sujoy Rana, Assistant Professor, Department of Chemistry, University of North Bengal** within fourteen (14) days from the date of advertisement. For further query in this matter, please contact at **8637524305**.

**Terms and Condition:**

1. Copy of current year PT challan, Trade License, PAN card, GST registration certificate duly signed & stamped shall be accompanied with the technical bid documents. [Non Statutory Documents]
2. Rate should be inclusive of all taxes and charges. However, rate of GST and amount should be shown separately.
3. Quotation should be valid at least three month.
4. All the items are to be assured with warranty.
5. Supply shall be done within 30 days after issuing supply order.
6. Item(s) should be delivered in the Department of Chemistry, University of North Bengal.
7. All payment will be made as per financial Rules of the University of North Bengal.
8. Selection of the agency will be made on the basis of both technical and financial bids. The technical bid and the financial bid should be sealed by the bidder in separate cover duly superscribed and both the sealed covers are to be put in a bigger cover which should also be sealed and duly superscribed. The technical bids will be opened by the office at the first instance and evaluated. At the second stage, financial bids of only the technically acceptable offers will be opened for furnishing value and ranking before finalization and awarding of the contract. After evaluation the highest rate of discount (H1) financial bid from among the technically qualified bidders will be accepted.
9. The University reserves the right to accept in part or in full or reject any or more quotation(s) without assigning any reason or cancel the tendering process and reject all quotations at any time prior to award of contract, without incurring any liability, whatsoever to the affected bidder or bidder(s).
10. The last date for submission of the tender form is up to 05:30 P.M. of the fifteenth (15) day on and from the date of publication of the advertisement and will be opened on after two working days from stipulated time of the acceptance period at the office of the Head, Department of Chemistry, University of North Bengal.
11. For any clarification regarding tender please contact with the undersigned (Tel. No. 0353-2776381).

Registrar

Advt. No:- 380/R-2021, Date:- 18-01-2021.

Name of the items	Quantity	Specification	Preferred Band
i) Desktop PC with its accessories	1	i) Desktop PC: i5 10 <sup>th</sup> generation, 8 GB DDR4 RAM, 1 TB HDD, Windows 10 (64 bit), 22" monitor LED (HD) with VGA ports, 3 Years onsite warranty. UPS: 600 VA (360 W) Antivirus: Quick Heal Total Security (1 year)	Desktop PC (Dell/Lenovo, HP) UPS( Cyber Power/APC)
ii) Multifunction Laser printer	1	Type: All in one Ink Type: Laser, Print speed: 27 ppm (mono) Scan input tray capacity- 250 , output tray 50 Print resolution up to 1200x1200 dpi, automatic duplex print, Cartridge 337 (black).	Canon MF241d

  
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