

**UNIVERSITY OF NORTH BENGAL
OFFICE OF THE REGISTRAR**

ACCREDITED BY NAAC WITH GRADE A



ENLIGHTENMENT TO PERFECTION

NOTICE

Sealed quotations are invited from reputed vendors for supply and installation of 2 nos. of Laptop, 2 nos. of Laser Printer, 10 nos. of UPS and 2 nos. of Scanner in the Department of Lifelong Learning and Extension, University of North Bengal. For details visit www.nbu.ac.in.

Advt. No. 174/R-2018 Dated: 16.11.2018

Registrar

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ENLIGHTENMENT TO PERFECTION

QUOTATION NOTICE

Department of Lifelong Learning and Extension, University of North Bengal invites sealed quotations from the vendors for supply of 2 (Two) nos. of Laptop, 2 (Two) nos. of Laser Printer, 10 (Ten) nos. of UPS and 2 (Two) nos. of Scanner.

Detail Specifications of Desktop Computers along with Printer and Laptop

Sl. No.	Name	Specifications	Qty
1	Laptop	HP/ Lenovo/ Dell I5, 8 th Generation / RAM 4 GB / Hard Disk 1 TB/ Screen 15.6 with OS Windows 10 Original	02
2.	Printer	HP Laserjet 1108/ Brother	02
3.	UPS	Reputed branded companies	11
4	Scanner	HP/ Canon	02

The interested vendors shall submit the rate/quotation inclusive of all taxes/GST to the Head, Department of Lifelong Learning and Extension, University of North Bengal, Raja Rammohunpur, P.O – North Bengal University, Dist- Darjeeling, Pin-734013 within **30.11.2018**. The purchase order will be issued by the Head, Department of Lifelong Learning and Extension on the basis of quality as well as lowest rate and payment will be made as per NBU Finance Rules.

Terms and Conditions:

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. Taxes will be deducted at source as per prevailing rules of Central and State Government.
4. Quotation should be valid for at least three months and should be mentioned.
5. Supply shall be done within 15 days after issuing of supply order.
6. 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 superscripted. 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 raking before finalization and awarding of the contract. After evaluation the lowest rate (LQ) financial bid from among the technically qualified bidders will be accepted.
7. 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 affected or bidders(s).
8. The last date for submission of the tender form is up to 4 p.m. of **30.11.2018** and to be opened on **30.11.2018** at 5 p.m. at the office of the undersigned.
9. For any clarification regarding tender please contact with the Office of the undersigned (Tel. no. 9434143574).

sd/-
Head

Department of Lifelong Learning and Extension