

# Netaji Subhas Ashram Mahavidyalaya

(Affiliated to S.K.B University)

PO :Suisa, Dist.:Purulia

Email : [nsamprincipal@gmail.com](mailto:nsamprincipal@gmail.com) Web.: [nsamsuisa.org.in](http://nsamsuisa.org.in)

From :Principal  
Ref. No.

Date:12/07/2024



Principal Netaji Subhas Ashram Mahavidyalaya, Suisa invites Sealed tender under two envelope system (Technical and Financial Bids) from eligible bonafide bidders having requisite credentials up to 3.00 P.M of 20/07/2024, Saturday for supply of computer for using College Fund

Tender documents can be downloaded from the college website- [www.nsamsuisa.org.in](http://www.nsamsuisa.org.in)

Date of submission of sealed Tenders from 12/07/2024 to 20/07/ 2024(during working days) from 11.00 am to 3,00 pm

Last date of Receipt the tender at college 20/07/2024

The institute reserves the right to select / reject any or all tenders without assigning any reason thereof


Sl.No	Particulars	Date
1	Date of Advertisement	12/07/2024
2	Last date of Submission tender documents	20/07/2024
3	Date of disclose of the financial list of technically qualified bidders appeals	As per notice
4	Date of opening financial approval	As per notice

Subject: Notice for the suppliers for supplying computers

Dear Sir/Madam,

Quotations are invited from the Suppliers for the purchase of materials for next two years. You are therefore, requested to submit your quotations to the undersigned by 31/07/2023 in a sealed cover supers "COMPUTERS" with the terms and conditions which should include –

1. Quotations are invited from the suppliers for the purchase of Computers etc.
2. The offers must be in two separate sealed envelopes including bids separately and stated opened only for technically qualified vendor(s).
3. Maximum discount offered on the quoted prices in percent
4. Vendor(s) must submit acceptance of terms and conditions as stated above.
5. The following documents must be submitted
  - a) Copy of PAN Card,
  - b) Copy of Current ITR,
  - c) Copy of Trade License,
  - d) Attach GST Certificates.
6. Every supply should be accompanied by a delivery chalan, clearly bearing the details of the items
7. Conditions for cancellations of the released purchase orders-

  
Secretary & Principal  
Netaji Subhas Ashram Mahavidyalaya  
At+P.O.-Suisa, Dist.-Purulia (W.B.)

a) If the empanelled vendor to whom the order has been placed fails to supply the entire order or any part of the order within the stipulated time without providing satisfactory justification, the total order will get cancelled.

b) Thereafter, the institute reserves the right to cancel the order and place the empanelled vendor(s) in the black list after providing them an opportunity to represent their side.

c) The decision of accepting supply of cancelled titles is at the sole discretion of the institute and the decision of the competent authority of the in regard.

8. Invoicing procedure –

a) The invoice should bear the firm's Tax invoice PAN GST etc.

b) Pre-receipt invoice(s)/bill(s) are to be submitted in triplicate (3 copies).

c) A revenue stamp should be affixed on the original bill and should be signed by authorized signatory.

d) Invoice should be raised in favour of the Principal Netaji Subhas Ashram Mahavidyalaya, Suisa, Purulia.

e) One invoice should be raised against one purchase order (p.o) only. Titles from different p.o(s) should not be combined and supplied under one invoice.

f) The institute may take approx. 4 weeks for final payment through cheque.

9. All disputes and differences arising out or concerning the work shall be subject to the sole arbitration of Principal, Netaji Subhas Ashram Mahavidyalaya or her nominee. The decision of arbitration shall be final & binding on both the parties. The empanelment will be Indian laws and disputes adjustable within the jurisdiction of court of law of Netaji Subhas Ashram Mahavidyalaya.

Thanking you,



*Shmo*  
12 July 2024.  
Secretary & Principal  
Netaji Subhas Ashram Mahavidyalaya  
At+P.O.-Suisa, Dist.-Purulia (W.B.)

## ANNEXURE-I

## LIST OF REQUIRED COMPUTERS

Sl. No	Details of Computers	Name of Company	Quantity
1	Desktop Intel i3 processor, 12th Gen, 8 GB RAM, 512SSD, WIN11SL+MS OFFICES HDS 19.5 inch Full HD Display Monitor, WI-FI keyboard & Mouse, Operating System original, Microsoft office original.	HP	02



*[Handwritten Signature]*  
12 July 2024

Secretary & Principal  
Netaji Subhas Ashram Mahavidyalaya  
At+P.O.-Suisa, Dist.-Purulia (W.B.)