



OFFICE OF THE PRINCIPAL
RAMKRISHNA NAGAR COLLEGE
RAMKRISHNA NAGAR: KARIMGANJ: ASSAM: Pin: 788166
Affiliated to Assam University, Silchar
Registered under 2(f) & 12B of UGC Act.1956.

E-mail:- rknagarcollege9@gmail.com

Website:- www.rknagarcollege.org

Memo No.- OP/RKNC/TENDER/2023/134

Date-06/05/2023

Quotations (Preferably under DGS & D rate, Where applicable) are invited by college e-mail only from the interested "Authorized dealers/retailers/suppliers" of India for procurement of item attached in **Annexure-A**. Details of the tenders notice/documents with specification and terms & Condition are given below. Last date of receipt of complete tender quotation **12.05.2023(4:00PM)**. Authorize dealers/retailers/suppliers are request to submit quotation in the prescribed format only enclosed herewith (**Annexure-B**). Term and Condition is attached with **Annexure - C**.

Principal
Ramkrishna Nagar, College
Ramkrishna Nagar

Correspondence through E-mail:- rknagarcollege9@gmail.com



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Annexure-A

20 Sets of Assembled Computers, Keyboard, Mouse,
UPS , & 2 Printers

Processor:-

Intel (I-5 / I-3 [5th, 6th 7th Generation])

Ram & Rom :-

4/8 GB RAM & 512 GB(SSD) ROM

Motherboard:-

ASUS / GIGABYTE / MSI / ENTER / POWER / etc.

Monitor :-

18.5 Inch / 19.5 inch

(DELL/HP/LENOVO/ACER)

KeyBoard & Mouse (Combo pack) :-

DELL / HP / LENOVO

2 Printer (Color& Black and white / Black and white)

Epson (M2140,etc.)

Hp (Lajer printer)

UPS

600VA / 750 VA

[Handwritten Signature]
06/05/2023

Principal

Ramkrishna Nagar, College

Ramkrishna Nagar

Annexure-B

FORMAT FOR SUBMISSION OF QUOTATION

1. QUOTATION TO BE SUBMITTED PREFERABLY IN THE PAD OF THE MANUFACTURE/ VENDER/ SUPPLIERS.
2. PLEASE MENTION OUR REF/ NOTIFICATION NO. WITH DATE.
3. VENDER/ SUPPLIER REF NO./ QUOTATION NO. WITH DATE SHOULD BE MENTIONED.
4. PLEASE SUBMIT IN TABULAR FROM CITED BELOW.

SL No.	Item/ Article Name	Brand Model & Specification	Rate (In Rs.)	GST/ Any other Taxes	Carrying/Installation /Demonstration Charge(s), etc. (If any)	Grand Total (In Rs.) (4+5+6)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
1						
2						
3						
:						

5. TERM AND CONDITIONS/VALIDITY, ETC.
6. DISCOUNT/REBATE (IF ANY) MAY BE MENTIONED IN A SEPERATE COLOUMN.

N.B :- COMPARISON WILL BE MADE ON GRAND TOTAL AMOUNT ONLY.

Annexure - C

Term and Condition for submitting quotation.

1. Authorized dealers/retailers/suppliers (with details of registration No.) should carefully place the quotation of the items which they can reliably and in due time. Unnecessary quotation of items which they will be unable to supply at later stage at the time of issuing supply order could result in penalty or as decided by the concerned college authority and can also lead to cancelling of purchase order of the same.
2. **The Authorized dealers/retailers/suppliers can quote in the prescribed format given in Annexure-B.** In the quotation our notification reference number should be mentioned separately.
3. The quotation must contain a valid supplier reference number and date. The validity of the quotation should be at least 10 days.
4. The quotation should contain details specification of the items.
5. It should be noted that no payment will be made towards packing, freight, forwarding handling and transportation to F.O.R destination Ramkrishna Nagar College, Ramkrishna Nagar. So only GST/Surcharge (if any) as applied will be applicable only on the actual quoted items. The GST/Surcharge etc. Should be separately mentioned in the quotation. If supplier needs to add the transportation charges (if any) it should be mentioned separately as a percentage of actual value (e.g. say x %). For comparison the price/cost of items as required then will be calculated/ considered by adding actual values and other charges like transportation if any **(excluding only the taxes (GST/Surcharges etc.))**
6. It should be noted that no payment will be made towards packing, freight, forwarding, handling and transportation to F.O.R destination Ramkrishna Nagar College, Ramkrishna Nagar.
7. It should be noted that the items quoted with specification should match with actual items they supply. If at the time of checking, delivery it is found that the items quality and specification differs from what asked for, it will be rejected then and thereby and the payment will not be made.
8. Suppliers should provide their GST/Surcharges etc. registration no. in the quotation.

The suppliers/manufacturers or alike whoever be submitting quotation should comply with the above terms and conditions and thus submitting would imply their agreement on the same.
