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GOVERNMENT OF WEST BENGAL
OFFICE OF THE PRINCIPAL

DIAMOND HARBOUR GOVERNMENT POLYTECHNIC

P.O.– DIAMOND HARBOUR,
South 24 Parganas, West Bengal, PIN – 743 331

Email – dhgpoly@yahoo.in

Website: www.dhgpolytechnic.in

Memo No: DHP/STO/6/13/2022

Date: 07.12.2022

From: The Principal-in-Charge
Diamond Harbour Govt. Polytechnic
Diamond Harbour, South 24 Parganas, W.B

**NOTICE INVITING TENDER FOR MAINTENANCE OF ITEMS
RELATED TO COMPUTER LABORATORY**

The Principal in Charge, Diamond Harbour Govt. Polytechnic invites sealed tenders in duplicate from reputed suppliers for maintenance of Computer and related accessories for Computer Laboratory and Seminar Hall of this institute as enlisted in Annexure-I. The intending Tenderers may contact at the Office of the institute on all working days [Monday to Saturday] except Sunday and holidays during office hours for additional information.

List of work to be completed: As per Annexure I

General Conditions:

- 1) The period of validity of this tender is to be at least 180 days from the date of submission of tender.
- 2) Rates should be in Indian Rupees and price contains work cost, supplied item (if any required) to become the item ready in proper working condition including all taxes and charges.
- 3) No extra amount other than the quoted rate will be paid for any reason whatsoever.
- 4) The bidders shall seal the tender properly with the marking on the outer envelope "Tender for Repairing and maintenance of computers and related accessories of Diamond Harbour Govt. Polytechnic" Under NIQ No..... dated
- 5) The envelope containing the bid is to be addressed as follows:
The PRINCIPAL-IN-CHARGE, Diamond Harbour Govt. Polytechnic, PO-Diamond Harbour,
Dist-South 24 Parganas, Pin- 743331
- 6) The envelope containing the tender shall also indicate the Name and Address of the bidder.

Mode of Payment:

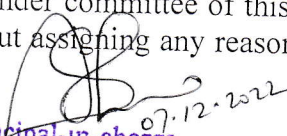
Payment will be made through E-Billing module of IFMS after placement of the bill along with due certification of execution of the order.

Key dates:

Last date of submission of the tender: 15/12/2022 at 01 p.m

Opening date of the tender: 15/12/2022 at 2.30 p.m

The Tenderers are requested to submit their quotation in the specified format stated in Annexure I and drop their filled in tender documents complete in all respects in the Office of Diamond Harbour Govt. Polytechnic, super scribing the Tender Notification Reference on all working days (except Sunday and Holidays). The bidders or their authorized representative who wishes may be present at the time of opening of tender. The tender committee of this institute reserves the right to accept or reject any tender in part or full without assigning any reason and shall have no obligation to accept the lowest offer.


Principal-in-charge
Diamond Harbour Govt. Polytechnic
Govt. of West Bengal

Sukhendu Sekhar Bhunia South 24 Parganas, Diamond Harbour



ANNEXURE – I (LIST OF ITEMS)

Sl. No.	Item Description.	Quantity (Nos.)
1.	Repairing of Computer Monitor (DELL/ACER 19")	12 Nos.
2.	Replacement of UPS Battery (Capacity 12V, 7.5 Ah-L)	50Nos.
3.	Antivirus (QuickHeal 10 user for 3 years)	01Nos.
4.	Maintenance of Digital Podium (Repairing of TV Remote, LCD Projector Remote, Wireless MIC)	02 Nos.

The rates are effective for a period of 2 months from the date of opening the bid.

Signature of Tenderer with seal