

# PANIHATI MAHAVIDYALAYA



DEGREE COLLEGE  
(NAAC ACCREDITED)

Affiliated to West Bengal State University  
Barasat Road, P.O. - Sodepur, Kolkata – 700110

Ref. No. Pm/Com/NIS/2024-25/P-06

Date 08/08/2024

## NOTICE INVITING QUOTATIONS

Sealed quotations are invited from reputed and bonafide manufacturers/firms/suppliers/agencies/service providers for the supply of **All-in-one B/W Printers** to Panihati Mahavidyalaya, Sodepur.

The deadline for submission of sealed quotations is **24/08/2024** up to **5.00 PM**.

### Terms and conditions:

1. The quotations are to be submitted in a sealed envelope for the above items as per specifications and other requirements as mentioned in "Annexure A." The envelope should be superscribed with "Quotation for All-in-one B/W Printers" and the NIQ No. with date.
2. The unit price of each item is to be quoted inclusive of all taxes, levies and duties, packing, delivery and other charges.
3. The NIQ can be downloaded from the college website <https://pmv.ac.in/>.
4. Prices/Rates in the quotation must be quoted both in figure and words.
5. Quotations received after the given date and time will not be accepted.
6. Self-attested copies of last IT return, Trade license, PAN Card and GST registration certificate are to be submitted along with the quotation.
7. Quotations shall be valid for at least six months from the date of opening of the quotation.
8. The College authority reserves the right to reject or accept any quotation(s) without assigning any reason whatsoever.
9. Place of delivery – Panihati Mahavidyalaya, Barasat Road, P.O. Sodepur, Kolkata 700110.
10. Payment will be made through A/c Payee cheque after completion of delivery and installation (if any) of the items in a good and satisfactory condition. No advance will be paid for the supply of any item(s).
11. All taxes and charges as admissible will be deducted from the bills.
12. The College authority reserves the right to decrease or increase the number of items as per requirement while placing the order.



Dr. Debapriya De  
08/08/24

PRINCIPAL  
PANIHATI MAHAVIDYALAYA  
BARASAT ROAD  
SODEPUR, KOLKATA-700110

**ANNEXURE A**  
**(Format for Quotation)**

**(To be typed in the letter head of the manufacturer/firm/supplier/agency/service provider)**

**Ref. No. Pm/Com/NIQ/2024-25/P-06**

To  
The Principal,  
Panihati Mahavidyalaya,  
Barasat Road, Sodepur,  
Kolkata 700110.

Dear Sir,

I/We, the undersigned, have carefully gone through and understood the nature of items/work to be supplied, their specifications as well as the guidelines related to the aforementioned items/work as specified in the document. I/We hereby offer to execute the work as specified at the rates mentioned in my/our quotation in accordance with all respects of the tender with the specifications and the special terms and conditions mentioned in the notice inviting quotations (NIQ).

**Supply of All-in-one B/W Printers:**

Sl. No.	Description of Items/Work	Specifications	Approx. Qty.	Rate per piece* (without GST)	GST*	Rate* (with GST)
1.	All-in-one B/W Printer	Laserjet Brand: HP/Canon/Epson (HP Preferable)	02 Nos.			

\*All prices must be in Indian Rupees (INR)

1. We agree to supply the above goods in accordance with the technical specifications.
2. We also confirm that the normal commercial warranty/guarantee of ..... months shall apply to the offered goods.

**(Quotationer)**

Name: .....

Signature: .....

Date:

Place:

(Official Seal/Rubber Stamp)