



GOVERNMENT OF WEST BENGAL
OFFICE OF THE PRINCIPAL
RANAGHAT GOVERNMENT POLYTECHNIC
RANAGHAT, NADIA, PIN-741201
E-Mail: ranaghatpolywb@gmail.com



Memo No.-RAN/28/05

Date: 05/01/2023

NOTICE INVITING QUOTATION FOR MAINTENANCE OF COMPUTER, UPS AND PERIPHERALS

Sealed quotations are invited by the Principal- in-Charge, Ranaghat Government Polytechnic from bona fide agencies having experience in similar nature of maintenance of computer, UPS and peripherals. Quotation Papers will be issued from central store of Ranaghat Government Polytechnic, from 11:00 am to 3:00 pm on all working days except Saturday for which the time will be from 11.00 am to 1:30 pm.

DESCRIPTION OF WORK:

Maintenance of computer, UPS and peripherals as described in Annexure-1.

TERMS & CONDITIONS:**i) ELIGIBILITY CRITERIA:**

- Should have a valid Trade Registration from competent authority like Trade License, etc.
- Should have a valid PAN Card.
- Should have experience in the mentioned work conducted in any Government office.
- Should have IT clearance and GST registration.

ii) PRICE QUOTATION:

- Rate should be quoted distinctively for repairing work/maintenance work/service charge and expected important spare components to be needed for individual item in advance.
- The rates quoted should be inclusive of all i.e., transport, loading, unloading, installation, GST, service charges etc.
- No extra amount other than quoted rate will be paid for any reason whatsoever.

iii) OTHER CONDITIONS:

- The mentioned work should be completed in all respect within 15 (fifteen) days from the issuance of the work order and satisfactory certificates are required from all the concerned dept for final payment
- The Tendering Authority 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.
- The Tendering Authority has the right to cancel the tender without assigning any reason.

SUBMISSION OF QUOTATION:

The intending bidders would have to submit their sealed quotations along with all the following documents at the office of Ranaghat Government Polytechnic:

Application (ANNEXURE-2) ,filled in format of Financial Bid (ANNEXURE-3),Self-attested photocopy of Trade Registration/ Trade License, Aadhaar Card, PAN Card, GST Certificate, IT Documents, Bank Details in enclosed bank mandate form, Work Credential at any Government office, any other relevant documents etc.

IMPORTANT DATES:

Last Date of Submission: 18/01/2023 at 3:30 PM

Date & Time of opening of the tender: 19/01/2023 at 1:30 PM

OFFICE WORKING HOURS (for tendering purpose):

10:30 am to 4:00 pm (Monday to Friday) and 10:30 am to 1:30 pm (Saturday)

For any other queries about the tender, bidders may contact to the office of the institute in all working days during office hours except Sundays and Govt. holidays. The bidders are requested to visit and inspect the items mentioned in the Annexure -1 before submitting quotation for better understanding of the work. One authorized person from each of the participated bidders will be allowed to be present at the time of opening of the tender.

Memo No. RAN/28/05/1(5)

Copy forwarded to:

- ✓ The Director, Directorate of Technical Education & Training, WB
- The Office of Sub-Divisional Officer, Ranaghat
- The Office of the Block Development Officer, Ranaghat-I
- Institute notice Board
- Website

- Sd -
Principal -in-Charge
Ranaghat Government Polytechnic
Ranaghat, Nadia

Principal-in-Charge
Ranaghat Govt. Polytechnic
(Govt. of W.B.)
Ranaghat, Nadia

Date: 05/01/2023

Principal in charge
Ranaghat Govt Polytechnic
Ranaghat, Nadia
Principal-in-Charge
Ranaghat Govt. Polytechnic
(Govt. of W.B.)
Ranaghat, Nadia



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OFFICE OF THE PRINCIPAL
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Annexure-1**List of Work**

SL No.	Item	Specification	No.	Present status	Description of Work
1	UPS	MAKE: EMERSON MODEL NO- LiebertitoNBX1000 SL NO- 441807505663BX 441807505667DX 441807505660BX 441807505655BX 441807505922BX 441807505820BX 441807505873BX	7	DEFUNCT	Repairing and maintenance including spare components as required
2	UPS	MAKE: BETTER POWER; MODEL NO- 256160200804 256160203060 256160201316 256160202739 256160201093 256160201460 256160201806 256160204707 256160202352 256160203348 256160200796 256160201859 256160204786 256160203347 256160202350 256160203346 256160200803 256160202816 256160202751 256160201083 256160201352 256160200893 256160204800 256160200893	24	DEFUNCT	Repairing and maintenance including spare components as required
3	UPS	APC MODEL NO- BX600-IN SL NO- B22023011357	1	DEFUNCT	Repairing and maintenance including spare components as required

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Principal-in-Charge
Ranaghat Govt. Polytechnic
(Govt. of W.B.)
Ranaghat, Nadia

**RANAGHAT GOVERNMENT POLYTECHNIC**

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Memo No: RAN/28/05

Date: 05/01/2023

Annexure-1**List of Work**

SL No.	Item	Specification	No.	Present status	Description of Work
4	CPU MACHINE OF DELL	DELL SL NO- 7LB2S6C2 7MGQ6C2 7GVM6C2 7LRQ6C2 7LZR6C2 7LBN6C2 7MCQ6C2 7MFN6C2	8	BOOT DISC IS NOT GETTING DETECTED/DISK FAILURE ERROR	Repairing and maintenance including spare components as required
5	CPU MACHINE OF HP	HP W7V88PA#ACJ SL NO- INA613PCRJ INA613PCTM INA613PCY6 INA613PCXH INA613PCQT INA613PCNX INA613PCX7	7	DEFUNCT	Repairing and maintenance including spare components as required
6	CPU MACHINE OF HP	HP 2SG94AV SL NO- 8CG8291X85 8CG8291YF3	2	DEFUNCT	Repairing and maintenance including spare components as required
7	CPU MACHINE OF HP	HP PRODUCT NO- 192L5PA#ACJ SL NO- INA028RKN2 PRODUCT NO- 2SG94AV SL NO- 8CG8291YHQ 8CG8291YJB	3	DEFUNCT	Repairing and maintenance including spare components as required
8	CPU OF Lenovo	Smart Class Room	2	HDD Problem; BOOT DISC IS NOT GETTING DETECTED/DISK FAILURE ERROR	Repairing and maintenance including spare components as required

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Principal-in-Charge
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(Govt. of W.B.)

**ANNEXURE-2****APPLICATION****NOTICE INVITING QUOTATION FOR MAINTENANCE OF COMPUTER, UPS AND PERIPHERALS
AT RANAGHAT GOVT POLYTECHNIC**

Memo No.-RAN/28/05

Date: 05/01/2023

1	Name and address of Firm/Agency/ Company	
2	Telephone no/Mobile No	
3	E mail id	
4	Registration No with ROC with Date	
5	Name, Designation, address and Telephone No of Proprietor/Director/ Partner/ Authorised Signatory	
6	Any other information:	

Declaration by the Bidder:

This is to certify that I/We before signing this tender/NIQ have read and fully understood all the terms and condition contained herein and undertake myself/ourselves to abide by them.

(Signature of the Bidder)
Name and Address
(with Seal)

**ANNEXURE 3****FORMAT OF FINANCIAL BID****NOTICE INVITING QUOTATION FOR MAINTENANCE OF COMPUTER, UPS AND PERIPHERALS
AT RANAGHAT GOVT POLYTECHNIC**

Memo No.-RAN/28/05

Date: 05/01/2023

SL No.	Item	Specification	No.	Present status	Price of Repairing work/unit	Price of Spare components/ Unit	Total Amount/ Unit	Total Amount (Quantity x unit price)
1	UPS	MAKE: EMERSON MODEL NO- LiebertitoNBX1000 SL NO- 441807505663BX 441807505667DX 441807505660BX 441807505655BX 441807505922BX 441807505820BX 441807505873BX	7	DEFUNCT				
2	UPS	MAKE: BETTER POWER; MODEL NO- 256160200804 256160203060 256160201316 256160202739 256160201093 256160201460 256160201806 256160204707 256160202352 256160203348 256160200796 256160201859 256160204786 256160203347 256160202350 256160203346 256160200803 256160202816 256160202751 256160201083 256160201352 256160200893 256160204800 256160200893	24	DEFUNCT				
3	UPS	APC MODEL NO- BX600-IN SL NO- B22023011357	1	DEFUNCT				

**ANNEXURE 3****FORMAT OF FINANCIAL BID****NOTICE INVITING QUOTATION FOR MAINTENANCE OF COMPUTER, UPS AND PERIPHERALS
AT RANAGHAT GOVT POLYTECHNIC**

Memo No.-RAN/28/05

Date: 05/01/2023

SL No.	Item	Specification	Quantity	Present status	Price of Repairing work/unit	Price of Spare components/ Unit	Total Amount/ Unit	Total Amount (Quantity x unit price)
4	CPU MACHINE OF DELL	DELL SL NO- 7LB2S6C2 7MGQ6C2 7GVM6C2 7LRQ6C2 7LZR6C2 7LBN6C2 7MCQ6C2 7MFN6C2	8 nos.	BOOT DISC IS NOT GETTING DETECTED/DISK FAILURE ERROR				
5	CPU MACHINE OF HP	HP W7V88PA#ACJ SL NO- INA613PCRJ INA613PCTM INA613PCY6 INA613PCXH INA613PCQT INA613PCNX INA613PCX7	7 nos.	DEFUNCT				
6	CPU MACHINE OF HP	HP 2SG94AV SL NO- 8CG8291X85 8CG8291YF3	2 nos.	DEFUNCT				
7	CPU MACHINE OF HP	HP PRODUCT NO- 192L5PA#ACJ SL NO- INA028RKN2 PRODUCT NO- 2SG94AV SL NO- 8CG8291YHQ 8CG8291YJB	3 nos.	DEFUNCT				
8	CPU OF Lenovo	Smart Class Room	2 nos.	HDD Problem; BOOT DISC IS NOT GETTING DETECTED/DISK FAILURE ERROR				

Rates quoted are including all kind of taxes as applicable

(Signature of the Bidder)
Name and Address
(with Seal)

(Address of the Office)

Sir,

I /We am/are giving option for availing the facility of e-Payment. Kindly arrange to remit the amount to my /our Bank Account hereinafter. The details of my/our particulars are furnished below:

1. (a) Name of the claimant /Payee /Receipt:
(Capital Letters)
- (b) Address:
- (c) Contact. Land Line: Mobile:
- (d) Email Address:
- (e) ID No.** Nature of ID**
- (f) PAN No:
2. (a) Name of Bank:
- (b) Name of Bank Branch.....
- (c) Account Type: Savings /Current / Cash-Credit Account.....
- (d) Bank Account No. (CBS allotted a/c no.):

[illegible]

(e) Branch IFSC (11 digits):

[illegible]

The Bank particulars furnished above is correct and true.

I/We hereby declare that I/We and my/ our heirs and successors accept the liability of making good to Government the overpayment, if any, made to me /us under the scheme.

I/We hereby authorise Branch (name of the Branch) of the Bank to receive amount on my / our behalf for credit to my/ our account as stated above and further authorise that the receipt of credit given by the bank for the amount of my /our account shall be treated as legal quittance.

Yours faithfully,

(Signature of the claimant /payee/recipient)

(To be accepted by the Head of Office)

Signature of the Head of Office
(Office Seal)

Date:

N. B. (a) ID No. & Nature of ID: ID No. (i) For Individual: It should be the Voter Card / Aadhar Card / PAN Card / Any other Identity card issued by State Government / Central Government / Government Autonomous Bodies / Local Bodies, (ii) For Autonomous Body / Firm / Company: Registration No. / PAN / TAN Number or Trade License.

(b) Verification of Bank Particular: Copy of 1st Page of the Pass-Book along with a copy of cancelled cheque or certified by the concerned Bank Branch.