

**Government Degree College**  
**Dharmanagar-799250, North Tripura**  
**Ph : 03822-220387 e-mail : [gcdmr@rediffmail.com](mailto:gcdmr@rediffmail.com)**

**NOTIFICATION**

No.F.10(2)-GDC/DMR/UGC/2014/

Dated : Dharmanagar, the 20<sup>th</sup> February, 2015

Sealed Tenders/Quotations (preferably under DGS & D rate, where applicable) are invited from the interested “Authorized manufactures/dealers” of India for procurement of Lab. equipments, smart board, interactive boards, audio visual equipments, computer & computer accessories, projector, CC camera, cables, sports equipments, camera etc. Details of the tender notice/documents, equipments/articles with specification and terms & conditions will be available at our College website [www.gcdharmanagar.in](http://www.gcdharmanagar.in) or via e-mail. Last date of receipt of complete tender/quotation is **3<sup>rd</sup> March, 2015 (4pm)**. Authorized manufactures/ dealers/ suppliers are requested to submit quotations in the prescribed format only enclosed herewith (*Annexure-I*)

Dr. Sambhunath Rakshit  
Principal  
Government Degree College  
Dharmanagar, North Tripura

### **Terms and condition for submitting quotation.**

1	The supplier/manufacturer should carefully place the quotation of the items/apparatus which they can supply reliably and in due time. Unnecessary quoting of items which they will be unable to supply at later stage at the time of issuing supply order could results in penalty or as decided by the concerned College authority and can also leads to cancelling of purchase order of the same.
2	The supplier/manufacturer can quote for any or all of the annexure. However, Quotation should be submitted separately for each annexure. In the quotation our notification reference number should be mentioned separately for each of the quotation as mentioned in the corresponding annexure.
3	The quotation must contain a valid supplier reference number and date. The validity of the quotation should be at least 45 days. The supplier quotation number should be separate corresponding to each annexure they quote.
4	The quotation should contain detail specification of the items as and whenever expected with brand name, details accessories provided etc. Wherever quotation for a complete set is requested should imply including the accessories needed for the experiment. The price of all/part accessories which are not included in main set/unit should be mentioned separately along with specification.
5	It should be noted that no advance payments in any form for supplying the materials will be made to the competent supplier quoting the lowest price and to whom the purchase/supply order will be issued. The payment will only be made after satisfactory delivery of items in good condition and after checking, installation & demo etc, (as and wherever required). If however any supplier needs any advance payment it should be exclusively mentioned in their quotation and for this if or when payment is to be made a valid documents and receipts should be provided or handed over at the time of receiving the advance payments to concerned authority.
6	It should be noted that no payment will be made towards packing, freight, forwarding, handling and transportation to F.O.R destination Govt. Degree College, Dhamanagar. So it only CST/VAT/surcharges (if any) as applied will be applicable only on the actual quoted items. The CST/VAT/Surcharges 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 [ <b>excluding only the taxes (CST/VAT/SURCHARGES etc.)</b> .]
7	It should be noted that the items quoted with specification should matches with the 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	Supplier should provide their TIN/VAT/CST etc. registration no. in the quotation.

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

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## Seeking Quotation for Computer Software

**Annexure--D**

**NO.F.10(2)-DGC/DMR/UGC/2013(D)**

**Dated:** The 20<sup>th</sup> Feb 2015

SI No	Item(s)	Description/Specification
1	Operating System	Microsoft Widows Operating System(Preferably Windows 10/8.1) for educational institution as a composite package for 25 numbers of personal computer
2	Office software	Microsoft office for 25 number of P.C as a composite package of latest version

**Annexure-I**

### FORMAT FOR SUBMISSION OF QUOTATIONS

1. QUOTATIONS TO BE SUBMITTED PREFERABLY IN THE PAD OF THE MANUFACRURERS/ 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 FORM CITED BELOW

SL NO.	ITEM/ARTICLE NAME	BRAND MODEL & SPECIFICATION	RATE (In Rs.)	VAT/ANY OTHER TAX	CARRYING/INSTOLLATION /DEMONSTRATION CHARGE(S), ETC (IF ANY)	GRAND TOTAL (In Rs.) (4+5+6)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
1						
2						
3						
⋮						

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

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