

**DEPARTMENT OF BUSINESS ADMINISTRATION
THE UNIVERSITY OF BURDWAN**

NOTICE INVITING QUOTATIONS

REPAIR AND MAINTENANCE OF COMPUTER AND PERIPHERALS (INCLUDING UPGRADATION)			
Sl no.	Item	Description of the works to be undertaken	Remark
1.	Repairing and upgradation of PC	Upgradation of existing PCs with Core i3, 19" LED monitor, mouse, keyboard, replacement of motherboard, 500 GB HDD, CD ROM drive formatting and other servicing works, Replacement of existing RAM with 4 GB RAM	Combined rates for all the identified repair works will be considered for comparing the quotations received
2.	HP Laser Jet Printer 1020	Servicing including replacement of logic card and Teflon	
3.	HP Laser Jet Printer 1008	Servicing including replacement of logic card and Teflon	
4.	UPS repairing	UPS Mosphate change with servicing	
REPAIR AND MAINTENANCE OF FURNITURE			
Sl no.	Item	Description of the works to be undertaken	Remark
1.	Repair of sofa set	Change of cover and high density foam and other furnishing works of 3-1-1 sofa set (2 sets)	Rate for each unit may please be submitted. However, Combined rates for all the identified repair works will be considered for comparing the quotations received
2.	Repair of office tables	Size of table: 5'x3', works required: tabletop lamination, glass top, painting, repair of drawers and change of lock	
3.	Repairing of classroom chairs	Repairing of cushioned chairs with steel structure and arms, change of mica, painting of frame	
4.	Repairing of wooden platform in the seminar hall	Repairing of 18'x8'x1.5' (appx.) wooden platform placed inside the conference room of the department with replacing damaged wood by good quality wood	
COMPUTER STATIONERIES AND CONSUMABLES			
Sl no.	Item	Particulars	Remark
1.	Speakers 5.1	To be fitted with PC	Unit price of each item may please be quoted.
2.	Laser Printer Toner	HP Toner 88A (Compatible)	
4.	Laser Printer Toner	HP Toner 12A (Compatible)	
5.	A4 Print Paper	Copy Power	
COMPUTERS AND PERIPHERALS			
1.	Dell PC	Core i3, 19" LED monitor, mouse, keyboard, 1 TB HDD, 4 GB RAM, CD ROM drive	Rate for each unit may please be submitted.
2.	Computer Printer-cum-Scanner –cum-Copier	EPSON L 380 Multi Function Inkjet	Rate for each unit may please be submitted.
3.	UPS	600 VA UPS (Microtech/Luminous/i-ball)	Rate for each unit may please be submitted.

- For further clarification, please contact: The Head of the Department, Department of Business Administration, The University of Burdwan, Golapbag, Burdwan-713104.
- Sealed quotations may please be submitted to the office of the Head of the Department, Department of Business Administration, The University of Burdwan, Golapbag, Burdwan-713104 within **20th March, 2018**.

HEAD OF THE DEPARTMENT
DEPARTMENT OF BUSINESS ADMINISTRATION

DATE: MARCH 08, 2018