

**THE UNIVERSITY OF BURDWAN  
DEPARTMENT OF ZOOLOGY**

*Advertisement for display in the University Website*

**Invitation of tender for purchase of computer peripherals, repairing of Computers**

**Tender No.: Zoo/BU/24-25/BUDGET/5**

**Dated: 11-11-2024**

Sealed 'quotations' are invited from the eligible vendors for purchase/repairing/servicing of the following items (computer peripherals/stationeries/consumables) for Department of Zoology, The University of Burdwan. Prior to submission of the quotations, the prospective vendors may inspect the repairing job at the department on any working day (preferably on Monday/Wednesday/Friday) during the office hours. Please send your best offers with proper discounts applicable to the non-profit making educational institutions.

**Table#1:** Purchase of computer peripherals and servicing/repairing of some computers

<b>Sl. No.</b>	<b>Items</b>	<b>Unit</b>
<b>1</b>	SSD for Lab Computer	08
<b>2</b>	1 TB SSD for office and Store Computer	2
<b>3</b>	Mother board (510 chipset)	2
<b>4</b>	22" LED Monitor (Dell, LG, HP)	2
<b>5</b>	UPS	6
<b>6</b>	UPS (1 KVA)	2
<b>7</b>	Laser Toner (12A) Original	1
<b>8</b>	Ricoh copier toner (2014)	1
<b>9</b>	LCD projector repairing	2

<b>Terms and conditions</b>
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1. Price are to be quoted preferably in INR, and inclusive all taxes / charges. Unit price is to be quoted, wherever applicable. Rates quoted should be valid for acceptance for at least 6 months from the date of submission to the office of the university.
2. The University reserves the right to select the vendor at its own discretion. The University is not bound to accept the lowest rate and reserve the right to accept or reject any or all the quotation without assigning any reason whatsoever.
3. The appropriate purchase committee will open and examine all the bids. During examination of the bids, the purchaser may at its discretion ask any bidder for clarification of its bid over telephone or e-mail. If required, the Purchase committee in its discretion may go for the Price negotiation for any bidder; however, this post bidding negotiation may not be applicable for all the bidders.
4. The bidders should provide details of Standard Warranty, if available.
5. Items should be repaired within 30 days after placing the formal order, failing which the order shall stand cancelled.
6. The supplier shall be liable to such penalties as the university may decide in case of failure on the part of vendor to complete the job within such period as may be specified in the order.
7. On site repair and/or delivery by the vendor. No extra cost will be paid by the university for delivery and installation, if required.
8. Payment due to the supplier will be made through the R.T.G.S. direct to the party bank account.
9. A vendor may submit quotation for a single item or for more than one.
10. The vendors must submit up to date documents relating to (a) GST (b) Trade License (c) P. Tax and (d) Income Tax.
11. Quotation name/number/date should be mentioned on top of the envelope.
12. The quotations must be submitted to: The Head, Department of Zoology, The University of Burdwan Golapbag, Burdwan 713104 (W.B), India.
13. **The last date of submission of the quotation is November, 22<sup>nd</sup> , 2024 at 12 noon.**