



# Budge Budge College

7, D.B.C. Road; Budge Budge; Kolkata - 700137  
NAAC Accredited B+ (2<sup>nd</sup> cycle)

Date - 29/08/2018

**Tender Notice No.- BBC/RUSA 2.0/Administrative Building-High & Low Bench /Tender/  
1/2018**

## Tender Notice

Sealed quotations are invited from reputed suppliers/firms/authorized dealers having experience in relevant field for supply of High Bench & Low Bench (specifications of which are given below) for Administrative Building of Budge Budge College.

The last date of submission of Quotation is **18/09/2018**

Sl. No.	Specifications of High & Low Bench	No. of units
1.	High Bench - 6' X 2 ½' X 12" (L X H X B)	50
2.	Low Bench - 6' X 1 ½' X 12" (L X H X B)	50

*Dr. Debjani Datta*

Dr. Debjani Datta

Principal

DR. DEBJANI DATTA

Principal

Budge Budge College

*Tranban Das*  
*Tafayal Khan*

*Subrata Kumar*

*Saveta Datta*

*[Handwritten mark]*

Members

Project Monitoring Unit

\* Terms & conditions are given below



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Date - 29/08/2018

**Tender Notice No.- BBC/RUSA 2.0/Administrative Building-Furniture/Tender/1/2018**

## Tender Notice

Sealed quotations are invited from reputed suppliers/firms/authorized dealers having experience in relevant field for supply of branded Furniture (specifications of which are given below) for Administrative Building of Budge Budge College.

The last date of submission of Quotation is **18/09/2018**

Sl. No.	Specifications of Furniture	No. of units
1.	Steel Almirah (78" X 35" X 19" )	05
2.	Steel Book Shelves ( 66" X 33 " X 19" )	05
3.	Visitors Chair with foam cushioned Without arm rests 1" sq tubular steel frame	10
4.	Steel Table (48 " X 24 " X 30 " )	08

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*Tranchem Das*  
*Subrata Karmakar*  
*Urvashi Datta*

*EP*

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Date - 29/08/2018

**Tender Notice No.-** BBC/RUSA 2.0/Administrative Building-Computer Paper/Tender/1/2018

## Tender Notice

Sealed quotations are invited from reputed suppliers/firms/authorized dealers having experience in relevant field for supply of branded Paper for Computer printer (specifications of which are given below) for Administrative Dept. of Budge Budge College.

The last date of submission of Quotation is **18/09/2018**

Sl. No.	Specifications of Computer Paper	No. of Package
1.	Size - A4 (21 cm x 29.7 cm) GSM -75 Colour- White 500 usable sheets per package	20
2.	Size- A3 (297 x 420 mm) GSM-75 Colour - White 500 usable sheets per package	15

*Debjani Datta*

Dr. Debjani Datta

Principal 29/8/2018

DR. DEBJANI DATTA

Principal

Budge Budge College

*Subrata Kumar*

Subrata Kumar

Subrata Kumar

*[Signature]*

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Date - 29/08/2018

**Tender Notice No.- BBC/RUSA 2.0/Administrative Building-Electrical Work/Tender/1/2018**

## Tender Notice

Sealed quotations are invited for supply of quality **branded materials** for Electrical work with applicable labour charges from the bonafide Contractors having experiences in the relevant field for Administrative Building of Budge Budge College, as per following specifications.

The last date of submission of Quotation is **18/09/2018**

Sl. No.	Description of Items/works	No. of Units
1.	LED Tube set	150
2.	Ceiling Fan	50
3.	Exhaust Fan	10
4.	Stand Fan	05
4.	Electrical Supply board with Piano switch, plug point & MCB	50
5.	Wiring/ coil (Havells) & labour charge	

*Debjani Datta*

Dr. Debjani Datta

Principal 29/8/2018

DR. DEBJANI DATTA

Principal

Budge Budge College

*Sanku Das*

*Subrata Karmakar*  
*Usveta Datta*

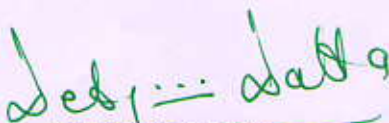
Members

Project Monitoring Unit

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## Terms and condition:

1. All the terms and conditions are subject to the general terms and conditions of government purchase.
2. Sealed quotations are to be addressed to the Principal, Budge Budge College, 7 Deshbandhu Chittaranjan Road, Budge Budge, Dist.- South 24 Parganas , Pin- 700137 and sealed covered should be superscribed Tender Notice No.
3. The bid documents are not transferable and the seal and signature of the authorised official/ signatory must appear on all papers and envelopes submitted.
4. Photo copies of trade licence, Partnership deed (in case of partnership), Company Registration Certificate & MoA (in case of company), GST Registration Certificate, attested Balance Sheet of the last year, and Pan Card must be submitted along with the quotation.
5. Rates should be quoted for the entire item including delivery/ freight charge, installation charge, if any for destination Budge Budge College. The quoted rate should be shown with breaks up as follows, a. Basic Price b. GST, c. Installation charge, if any
6. Quotation should be supported by catalogue, brochure, technical literature and user manual for the item as available.
7. The quoted rates must be valid for 30 days from the date of opening of quotation/tender.
8. In case of equipments the quoted equipment and components must be given irrevocable warranty for a Minimum periods of 1 years in favour of the Principal, Budge Budge College, 7 Deshbandhu Chittranjan Road, Budge Budge, Dist- South 24 Parganas, Pin- 700137.
9. In case of imported goods, the vendor should clearly state the available nearest after sales service centre along with detail address in India, preferable in Kolkata.
10. The successful bidders will be required to supply the ordered item(s) within 30 days from the date of issue of supply orders. In all aspect safe delivery and successful installation shall be the exclusive responsibility of the vendor.
11. Payment will be made through PFMS (Public Financial Management System) via online mode through NEFT only after safe delivery, successful installation and submission of the following documents: i. Three copies of suppliers invoice showing description/specification, quantity, unit price and total amount, ii. Consignee Receipt Certificate in original issued by the authorised representative of the consignee. iii. Inspection certificate issued by the nominated person/committee.
12. Necessary Taxes – GST, TDS will be deducted at source, as per order/notification of the government of West Bengal.
13. A Mandate Form, mentioning bank details of the bidder duly signed by the bank along with Vendor information (in prescribed format ) must be submitted by the bidder.
14. Request for advance payment in any case will not be entertained.
15. The language of the tenders shall be in English.
16. Principal, Budge Budge College shall have the right to accept or reject any or all tenders without assigning any reason their of, and is not bound to accept the lowest rates. The college authority reserves the right to vary quantities at the time of placement of purchase order.
17. The decision of the Principal shall be final and binding in all cases.

  
Dr. Debjani Datta  
Principal  
DR. DEBJANI DATTA  
Principal  
Budge Budge College

**Part-B**  
**Vendors Information**

1. Type: Society/Company/Proprietary concern
2. Name of the firm
3. Name of Proprietor
4. Father's Name
5. Address of the registered office
  - i. City
  - ii. Lane/Street Road
  - iii. Post Office
  - iv. District
  - v. State
  - vi. Country
  - vii. Pin Code
6. Telephone No or Mobile No.
7. Email Id.
8. PAN No.
9. TIN No.(if any)
10. TAN No. if any
11. GST Registration No.
12. Bank Account Name
13. Bank Account Number
14. Bank Name
15. Branch name of the Bank
16. IFSC Code.
17. Experience of supplying quoted items to colleges/ universities/ Govt. Institution for the last 5 years.  
Enclose order copies for the same.

(Signature of the authorised signatory with seal of tendering firm)

Name :

Address :

Date :

Place :

**MANDATE FORM**

**(Account/s Information form)**

**ELECTRONIC CLEARING SERVICE (CREDIT CLEARING) / REAL TIME GROSS SETTLEMENT (RTGS)/  
NATIONAL ELECTRONIC TRANSFER (NEFT) / INTRA BANK ACCOUNT TRANSFER FACILITY FOR  
RECEIVING PAYMENTS**

**A. DETAILS OF ACCOUNT HOLDER :**

NAME OF ACCOUNT HOLDERER / FIRM	
COMPLETE CONTACT ADDRESS	
MOBILE NUMBER / PH NO	
E.MAIL	

**B. BANK ACCOUNT DETAILS :**

<b>ACCOUNT NAME</b> (Name appearing in your Cheque Book)	
<b>BRANCH NAME WITH COMPLETE ADDRESS, TELEPHONE NO</b>	
<b>BRANCH CODE</b>	
<b>COMPLETE BANK ACCOUNT NUMBER</b> (Please note that the Bank Account must be in the name of the Firm as appeared in the bill. In case of other Beneficiaries (Non-vendor) the Account name must be in the name of Applicant.	
<b>IFSC CODE</b>	
<b>TYPE OF ACCOUNT (SB/CURRENT/CASH CREDIT)</b>	
<b>MICR CODE OF BANK</b>	

I hereby declare that the particulars given above are correct and complete. If the transaction is delayed or not effected at all for reasons of incomplete or incorrect information I would not hold the user institution responsible. I have read the option invitation letter and agree to discharge responsibility expected or me as a participant under the scheme.

( ..... )  
Signature of Customer

Date :

Certified that the particulars furnished above are correct as per our records.

(Bank's Stamp)

( ..... )  
Signature of Customer

**N.B:**

**Please attach a Cancelled Cheque along with the account information form.**