

MAHARAJADHIRAJ UDAY CHAND WOMEN'S COLLEGE

B.C. Road, Burdwan- 713 104 Phone- (0342) 2533168 / 2531900

Government Sponsored Degree College Estd-1955

E-mail <mucwcburdwan@gmail.com>

A Constituent College of the University of Burdwan

Reaccredited by NAAC (3rd Cycle) (Grade-B+ CGPA-2.64)



Notice No. 189

Date: 14/05/2025

Inviting Quotation/Bid for Printer for Office

Sealed Quotations/Tender/Bids are being invited for the work/purchase as mentioned below from experienced resourceful contractors/agencies/authorized distributors/Dealers/Retailers at the office of the Teacher-In-Charge, M. U. C. Women's College, Burdwan. Bidders are requested to submit their Quotation/Bid as per following schedule.

Serial No.	Name of the instrument	Specification/ Model / Brand	Quantity
1.	Laser Printer	HP Monochrome/ MFP118A	1

❖ Follow these General Terms & Conditions:

- 1) The contractor must visit site and make full awareness regarding site conditions and painting work which is to be carried out before submitting quotation.

- 2) All works are to be done as per drawing and direction of the college authority within **5 (Five) days** from the date of issue of work order.
- 3) All safety measures will be taken by the contractor and no compensation will be borne by college authority in case of any untoward accident occurs during the execution of work.
- 4) Standard methodology for all works as per norms of P.W.D. is to be followed.
- 5) After completion of the work the site is to be cleared as per direction and to the entire satisfaction of the college authority and for this no extra cost will be paid.
- 6) The agency will always be bound to allow the co-contractors, if there be any, to attend their respective works in the same building and no claim in this regard will be entertained.
- 7) Proper curing to all cement oriented works is to be done as per direction of the college authority and no extra cost for such curing will be paid.
- 8) The items and quantities may vary widely but no claim in this regard will be entertained. Payment will be made on the basis of actual work done, after verification of the bill which is to be prepared and submitted by the contractor on the basis of joint measurement with the college authority at every stage of the work done.
- 9) The College Authority has the right to reject any and/or all tenders without assigning any reason whatsoever.
- 10) The M. U. C. Women's College, Purba Bardhaman reserves all the rights to accept or reject any Bid/Quotation without assigning any reason at any point of time without thereby incurring any liability to the affected bidder or bidders.
- 11) The selected agency/bidder/contractor has to commence the work at site within 03 days of issue of the work order, in case of failure by the agency to start the works within the said duration M. U. C. Women's College; Purba Bardhaman may cancel the work order and blacklist the agency for 2 years from participating in the work tenders/ quotations.
- 12) Time is the main essence of the contract. No extension of time will be granted without what the authority considers to be strong, adequate and convincing ground for extension of time.
- 13) The contractor is fully responsible for all kinds of safety of its workers during the execution of works at M. U. C. Women's College, Purba Bardhaman. In case of accidents, injuries to the workers or any persons during the execution of works, the liabilities will be of the contractor not of the College.
- 14) As per Government rule the vat has been replaced by GST. The rules regarding this will be applicable in all construction work of the college.
- 15) IMPROPER WORKMANSHIP AND/OR VIOLATION OF TERMS AND CONDITIONS WILL CAUSE TERMINATION OF THE CONTRACT AT ANY STAGE OF WORK AND NO CLAIM IN THIS REGARD WILL BE ENTERTAINED BY THE COLLEGE.
- 16) **Rate of any/all Items/Products/Materials/Labour charge will be in total amount along with GST.**

❖ Submission of Documents & Certificates along with work details:

The Bidders/Contractors shall enclosed self attested copies of following documents.

- 1) Updated/Current GST Registration Certificate;
- 2) West Bengal Sales Tax/P Tax;
- 3) Trade License;
- 4) PAN Card of the Bidder;
- 5) AADHAAR Card of the Bidder;
- 6) Credentials (if any);

Seal & Sign of bidder

(Acceptance of terms & conditions of the Quotation)

Intending Bidder(s) may submit their Sealed Quotations/Technical Bids/Financial Bids as per following Tender Time Schedule

List of Important Dates:		
S.L. No.	Important events-	Important dates-
1	Date of Issue of Notice Inviting Tender/Quotations/Bids:	14/05/25
2	Date of submission of sealed Tender/Quotations/Bids at the Office of the Principal/TIC:	From: 14/05/25, 11.00 a.m. to 22/05/2025, 1.00 p.m.
3	Date and Time of opening of Technical & Financial Tender/Quotations/Bids:: (Subject to the decision of the Tender Committee)	To be announced later
4	Place of opening Tender/Quotations/Bids:	M. U. C. Women's College, B. C. Road, Purba Bardhaman, Pin-713104
5	Officer inviting Bids:	Teacher-In-Charge, M. U. C. Women's College, B. C. Road, Purba Bardhaman, Pin-713104
6	Contact will be made to the selected/successful Bidders/Tenderer/Vendors later on.	Successful Contractors/Bidders have to be completed their works within 5 (Five) days from the date of issuing Work order.
7	Date and Time of Pre-bid Meeting if any Query	16/05/2025 at 12 Noon p.m. at TICs Chamber

❖ **Rejection Criteria**

During scrutiny of Technical Bid/Tender/Quotation documents, or any time prior to opening of financial bid, if it is found that any information in any supportive document is false or incorrect/misleading to that extent, that it frustrates the very basis of submission of that document, then the tender of the concerned bidder will be rejected, without assigning any reason whatsoever. **The Teacher-In-Charge, M. U. C. Women's College, Purba Bardhaman, will have sole discretion to decide the eligibility of the Contractors/Vendors on the basis of his/her submitted documents evaluation thereof and reserve the right to reject any explanation to Contractor or to refuse issuance of tender to any applicant without assigning any reason thereof and the college authority also reserves the right to reject or cancel the entire tender process of the works without assigning any reason whatsoever. The decision of the TIC and College Building Committee in this respect will be final.**

Sd/-

Convener(s)
Tender Committee
M. U. C. Women's College
Purba Bardhaman

Sd/-

Teacher-In-Charge
M. U. C. Women's College
Purba Bardhaman