

# Serampore College

09, William Carey Road, Serampore, Hooghly, West Bengal, 712201

Faculty of Arts-Science-Commerce

## NOTICE INVITING QUOTATIONS

Tender No.: SC-ASC/2024-25/11

Date: 25<sup>th</sup> June, 2024

Sealed quotations are invited mentioning for the following work(s)/product(s): **Construction of a Cubical in Central Library**. The quotations are to be dropped into the assigned box in Principal's Office on or before **28<sup>th</sup> June, 2024, 01:00 P.M.** the quotations are to be opened at 02:00 P.M. in the Principal's Office on the 28<sup>th</sup> June, 2024 (depends on the availability of the competent authorities). Interested legitimate parties are welcome to attend. This notice is also published on our website i.e., <https://seramporecollege.ac.in> and WhatsApp Group (registered vendors only).

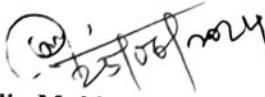
### Description of Work(s)/Product(s): -

#### Construction of a Cubical:


1. Partition walls with Glass & Plywood. (L-30ft x W-8ft x H-8ft)
2. Providing 2 nos. flush doors (6.6ft x 3ft).
3. Cubical Room Size: L-30ft x W-8ft.
4. The College has following items which should be used to Construct the Cubical, the rest must be provided by the Vendor.  
Plywood: 5pcs 6mm plywood (7ft x 3ft).  
Glass: 5pcs 6mm glasses (3.9ft x 5 ft).
5. The estimated cost of this work is ₹ 65,500/- approx.

The N.I.T. of this work (Tender No.:SC-ASC/2024-25/10, dated 18<sup>th</sup> June, 2024) was cancelled due to lack of submission of sufficient number of quotations. This is a retender.

**N.B.:** Vendors can survey the work (if required) before submission of quotations. They may contact Mr. Shouvick Sarkar (Mobile No.: - 9163638654), Campus Supervisor, Serampore College in this regard.

  
Dr. Sandip Mukherjee  
Bursar

**Bursar (ASC)**  
Serampore College  
Serampore, Hooghly  
West Bengal - 712201

  
Rev. Dr. Subhro Sekhar Sircar  
Principal (Acting)

Acting Principal  
Serampore College  
Serampore, Hooghly  
West Bengal-712201



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### Terms & Conditions:


Interested parties are requested to carefully review the following terms and conditions.

- 1. Eligibility:** Only those with License (Specific) in relevant field are eligible to participate in the tendering process. The bidder must be a Govt. registered contractor/firm with relevant experience in the respective field of work. Valid registration/license documents must be provided along with the tender. Quotations will be accepted sent by registered post only duly received by the College Administration.
- 2. Tender Document:** Submission of photocopies of License, PAN Card and GST Certificate of taxable entity is mandatory on the time of submission of quotations and bills. GST registered vendors will get preference in the selection process. The tender document contains detailed specifications, drawings and etc. for the respective work, conforming to PWD norms for civil work.
- 3. Submission of Quotations:** Sealed quotations, clearly indicating the specific work for which the bid is being submitted, must be submitted to the Principal's Office (assigned box) on or before the specified deadline. Late quotations will not be considered. Total amount for the work/product should be mentioned in the quotation. All quotations should include taxes as applicable. It is mandatory to mention the vendor's name on the envelope along with the tender number at the time of submission of quotations. Quotations should be submitted on the original letterhead of the company/vendor. The rate should be quoted both in figure and words. The rate should be inclusive of all taxes and incidental charges. Only one quotation will be accepted from each contractor/Vendor. Before dropping, those intending to submit quotations are requested to inspect the site. No extra charges will be entertained after accepting the quotation. No conditional quotation will be entertained. Those who have GST Registration will have to submit GST inclusive Quotations and GST Bills (Regular GST or Composite GST as applicable). The taxes and government duties as applicable will be deducted from the bill of the contractor/Vendor.
- 4. Opening of Tenders:** Quotations are to be opened at 02:00 P.M. in the Principal's Office on the last date of submission (depends on the availability of the competent authorities). Interested legitimate bidders or their authorized representatives are welcome to attend. The contractor/vendor who does not fulfil any or all noted conditions and submit incomplete quotation, the same will be summarily rejected. The quotation notice will form a part of agreement. Concerned authority reserves the right to judge the merit of the quotations and decide accordingly for issuing the work order or rejecting the same.
- 5. Evaluation Criteria:** Tenders will be evaluated based on various factors including compliance with PWD norms (for civil work), technical capabilities, past experience, and cost competitiveness. The decision of the college regarding the selection of the successful bidder will be final.
- 6. Work Order:** The successful bidder will be required to enter into a formal contract with Serampore College. The contract shall include terms and conditions related to project timelines, quality standards, payment terms, etc.
- 7. Payment:** Payments will be made as per the terms agreed upon in the contract. No advance payment will be provided.
- 8. Compliance:** The selected contractor/firm must comply with all relevant laws, regulations, PWD norms (for civil work), and safety standards during the execution of the work. Non-compliance may result in termination of the contract and imposition of penalties. The successful contractor/vendor will have to abide by the provisions of the West Bengal Contract Labour (Regulation & Abolition), Rules, 1972 as will be in force from time to time. (if applicable).
- 9. Right to Modify:** The college reserves the right to modify or cancel the tender process at any stage without incurring any liability.

  
Dr. Sandip Mukherjee  
Bursar

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