



चरैवेति चरैवेति

SHIBPUR DINO BUNDHOO INSTITUTION (COLLEGE)

(1948)

Degree & P.G. College (Affiliated to the University of Calcutta)

Re-Accredited with "B" Grade (2.50/4.00 CGPA) by NAAC

Memo No :144/SDBI/Repairing Computers/Quotation/2022

Date: 12-12-2022

Notice Inviting Tender Repairing of Desk Top Computers & Printers

Sealed quotations are invited from prospective bidders for **Repairing of Desk Top Computers and Printers** installed at **Shibpur Dinobundhoo Institution (College), 412/1, G. T. Road (South), Howrah-2, maintaining the following specifications.** The all-inclusive rate (including GST) should be quoted.

➤ **Description of Work (with Specifications)**

1. The repairing work should be carried out on site. However, in case of serious defects / breakdown / chip-level-repairing, the defective parts / module can be taken out to off-site (to Vendor's Workshop) with permission for maximum 24 hours. In case, the parts cannot be repaired and restored within 24 hours then the Vendor Firm may have to provide standby arrangement, till the original item gets repaired and restored.
2. The Vendor firm must undertake the responsibility of required software installation/upgradation and anti-virus installation. The college will provide the anti-virus.
3. If any parts cannot be repaired by the Vendor firm, then the college will provide the necessary spares.
4. **Inspection before Quotation submission:**
The Vendor firms are advised to visit the concerned Desk Top Computers and Printers during all the working days (Monday to Friday between 12.00 P.M.to 2.00 P.M.) (before quoting rate for Repairing) to check the system configuration, etc.
5. **Payment Schedule** : The **entire amount** will be paid after completion of the repairing works as per Work Order.
6. **Mode of Payments** : **Mode of Payment** should be by Cheque/NEFT/RTGS

➤ **LAST Date of Submission of Quotation: 21-12-2022 (Wednesday)**

➤ Sealed quotations addressed to the Principal, Shibpur Dinobundhoo Institution (College) should be submitted in **Drop Box kept at the Main Entrance** of the college within **21-12-2022 (Wednesday), 2 p.m.** Quotation by post/courier will NOT be considered.

Maniduf Chandra

Principal

SHIBPUR DINO BUNDHOO INSTITUTION (COLLEGE)