

Phone: 033 3559 3587 & 033 3559 3544  
E-mail: principal@gurudacollege.edu.in

# GURUDAS COLLEGE

(GOVT.SPONSORED)

NARIKELDANGA, KOLKATA-700 054

ReferenceNo: GSC/2023-24/AMC/IT

Dated: 20.03.2024

## **NOTICE INVITING QUOTATIONS**

*Quotation(s)(typed/printed) for Facility Managed services for IT infrastructure and Network Equipment including the Annual Maintenance under the conditions( see specifications) in sealed envelope are invited by the undersigned, on behalf of Gurudas College, from well established, experienced and reputed bidders in their own printed letterhead on or before 08.04.2024 (Monday) upto 4 pm. Bidder(s) should write the ReferenceNo: GSC/2023-24/AMC/IT at the top of the envelope. Quotations opening date will be notified later.*

### **Terms and Conditions:**

- a) All purchases will be made as per Government Rules and Regulations.
- b) The Agency should be registered for GST and copy of the said certificate as well as copy of the PAN card will be submitted along with the quotation.
- c) Acceptance of lowest quotation is not obligatory .The authority reserves the right to accept or to reject any or all quotations without assigning any reasons there to.
- d) Before submitting quotations the intending bidders are requested to inspect the site. No extra charges will be entertained after accepting the quotation. No conditional quotation will be entertained.
- e) The bidder who does not fulfill any or all of the below noted conditions and submits incomplete quotation the same will be summarily rejected .This quotation notice will form a part of the agreement.
- f) No Quotation paper will be accepted by Post.

### **Terms and Conditions of AMC**

1. Hardware and software issues of Desktops and Laptops (approx 150 units) should be routinely checked every two months.
2. All server related issues to be attended.
3. All computers, Printers and Networking Peripherals to be attended.
4. Networking and security management to be attended.
5. Maintenance of digital Notice Boards to be attended.
6. Call to be attended within 24 hours of reporting.
7. Annual Maintenance for at least two years.
8. Presence of an expert on the days of CU Practical Examination of Department of Mathematics, Journalism and Mass Communication, Physics and Computer Science.
9. Basic service rate (including GST) to be mentioned separately for separate items.
10. Hardware parts to be provided by the vendor itself or by the College as it may be appropriate.

Sd/-Principal