



GOVERNMENT OF WEST BENGAL  
Office of the Principal  
Kabi Jagadram Roy Govt. General Degree College

Memo No.: 090/0619/Tender-Notice/2019-2020/Consolidated

Date: 12<sup>th</sup>.June 2019.

**TENDER NOTICE INVITING QUOTATIONS FOR SUPPLY OF VARIOUS ITEMS & SERVICES**  
**AT**  
**KABI JAGADRAM ROY GOVT. GENERAL DEGREE COLLEGE, MEJIA – 722 143**  
**FOR THE FY 2019 – 2020.**

Sealed quotations in triplicate are invited from reputed firms/suppliers for supply of the following categories of items and services:

1. Contingency items and office supplies
2. Installation & maintenance of LAN (Providing broadband internet connectivity along with extra bandwidth for online admission management through fibre optic cable)
3. Installation, extension & maintenance of CCTV system
4. Installation & maintenance of water purification and cooling system
5. Providing of canteen services in the college canteen
6. Campus cleaning, beautification and maintenance and establishment and maintenance of medicinal plants garden & landscape gardening
7. Uploading of TAN details of individual PAN of teaching and non-teaching staff of the college and providing other NSDL and income tax-related services
8. Books and journals, including e-copies and e-books and Digitization of library
9. Sports equipments & items
10. Miscellaneous items

Detailed specifications of items in all categories for which quotations are to be submitted are provided in **Annexure I**. The following must be adhered to while submission of quotations:

- (a) Quotations must be submitted in self-made format in original in official pad of the company along with detailed specifications of items along with all relevant information, including terms and conditions (if any) and mentioning all levies, installation charges, service charges, and taxes, etc., and any other charges thereon.
- (b) Quotations and all bills must be addressed to “*The Officer-in-Charge, Kabi Jagadram Roy Government General Degree College, Mejia – 722 143.*”
- (c) Separate quotations must be submitted for different categories of items as detailed above and provided in the **Annexure I**.
- (d) All legal documents including necessary governmental/municipal approval, permissions and certificates must be enclosed.
- (e) Quotation documents are non-returnable.
- (f) GST TDS will be deducted as per Government rules.

As per govt. rules, income tax at the following rates shall be deducted at source for payments against bills submitted:





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Bill Amount	Rate of Deduction of Income Tax	
	For Individual Proprietors	For Partnership Firms etc.
Less than Rs. 30,000/-	1%	2%
Rs. 30,001 – Rs. 50,000/-	2%	3%
Rs. 50,001 – Rs. 1,00,000/-	5%	10%
Above Rs. 1,00,000/-	10%	

- (g) The quantity of each item to be procured shall be decided by the college authority subject to approval and availability of funds from the Department of Higher Education, Science & Technology and Biotechnology of Govt. of West Bengal
- (h) All quotations shall remain valid up to 31<sup>st</sup> March 2020.

The last date for submission of quotations to the college office shall be Thursday 4<sup>th</sup> July 2019 up to 16:00 hrs., and quotations shall be opened on Monday 8<sup>th</sup> July 2019 at 14:00 hrs.

*The Principal/Officer-in-Charge, Kabi Jagadram Roy Government General Degree College, reserves the right to accept or reject any or all of the quotations without assigning any reasons thereof.*



Officer-in-Charge.

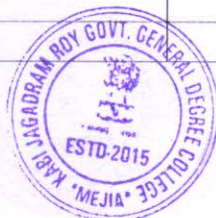
Officer-in-Charge  
Kabi Jagadram Roy Govt. General Degree College  
Mejia - 722143, Dist - Bankura, W.B.





1. Contingency items and office supplies

Sl. No.	Item	Unit	Specification
1	A4 Paper	rim	Copy Power
2	A4 Paper	rim	JK
3	A4 Paper	rim	Century green
4	A3 Paper	rim	Copy Power
5	Academic calender		
6	Accession Register		12*18
7	Answer script	1000	As / Specimen
8	Artificial bunch of flowers	Pc	Good quality
9	Attendance Register of Pupils	Pc	
10	Loose sheet (Dista paper)	1000	As / Specimen
11	Bag	big	
12	Ball point pen (U&T)	doz	blue
13	Ball point pen (U&T)	doz	black
14	Ball point pen (U&T)	doz	red
15	Ball point pen (U&T)	doz	green
16	Band aid	doz	Jonson
17	Battery	Pc	Pencil AA
18	Battery	Pc	Remote
19	Battery	Pc	Duracel 9V
20	Bed sheet	pc	
21	Bin box	Pc	Small
22	Bin box with lid	Pc	Small
23	Binder clip	Pkt	1.5 cm
24	Binder clip	Pkt	2 cm
25	Binder clip	Pkt	4 cm
26	Binder clip	Pkt	8 cm
27	Blade	Pkt	
28	Bleaching Powder	Kg	
29	Blotting paper	Doz	
30	Board (Acrylic) for Principal/Teachers	Pc	4 X 2.5 ft
31	Board (Rectro) for Name of college	Pc	7 X 3 ft
32	Board duster	Pc	
33	Board pin	Box	Plastic top
34	Bottle for drinking water	Doz	Pearlpet
35	Box File	Pc	Plastic
36	Brown paper	Doz	
37	Brush	Pc	
38	Basket	Pc	
39	Bucket	Pc	Plastic 10





40	Burnol	Pc	
41	Calculator	Pc	Cassio Sc
42	Calculator	Pc	12 digit
43	Candle	Pkt	medium
44	Carbon paper	Box	
45	Catalogue card	1000 pc	5" x 3"
46	CD Marker pen	Pc	
47	Cellophen paper	Doz	
48	Cellotape	spool	Clear 1"
49	Cellotape	spool	Clear 2"
50	Cellotape	spool	Brown 2"
51	Chalk coloured	Box	50 stick
52	Chalk white (Non-dust)	Box	
53	Clip file	Pc	
54	Channel file	Pc	
55	Chart paper	Pc	
56	Cloth duster	Pc	24" x 24"
57	Cloth duster	Pc	18" x 18"
58	Cloth Mat	Pc	
59	Cockroach Hit	Pc	
60	Coconut leaf broom	Pc	
61	Colin	500 ml	
62	College Name Board	Pc	
63	College Sign Board	Pc	
64	Correction fluid pen	Pc	
65	Clear Folder	Doz.	
66	Cup	Doz	
67	Cup & plate	Doz	
68	Curtain	Pc	
69	Date Slip	Pc	
70	Dettol	Pc	100ml
71	Dinner plate	doz	
72	Dinner plate good quality	doz	
73	Dropper	doz	Plastic
74	Emergency Light	pc	
75	Envelope White	doz	12" x 6"
76	Envelope Brown	doz	12" x 6"
77	Envelope Brown	doz	10.5" x 4.5"
78	Envelope Brown	doz	8.5" x 4"
79	Envelope Cloth lined	doz	12" x 10"
80	Envelope Cloth lined	doz	16" x 12"
81	Envelope Cellophane lined	doz	16" x 12"
82	Eraser	pc	
83	Extension board	pc	5 amp
84	Extension board	pc	15 amp
85	Feather duster	pc	
86	Fevicol	Pc	100 gm
87	Fevicol Tube	Pc	

