



Memo No: AC/ 228/18-19

Date: 05/09/2018

TENDER NOTICE

Sealed quotations are invited from reputed vendors to quote their lowest possible rate for the supply and delivery & installation of the under-mentioned items to the Jalpaiguri Regional Centre, Netaji Subhas Open University (NSOU), Mouza-Patkata, P.S.: Kotwali, Dist: Jalpaiguri, subject to the following terms and conditions.

Sl. No.	Item	Specification	Requirement of units
1	Desktop HP 15BS146TU	Processor-i5, RAM-8GB, OS-Windows 10, Display-19.5"	3
2	Printer	HP 1020	3
3	UPS	APC 600VA	3
4	Scanner	HP Scanjet Pro 3000	1

Last date for submission:	14/09/2018 up to 4 PM.
Place of Submission: Finance Department, 4 th Floor, Netaji Subhas Open University DD-26, Sector-I, Salt Lake, Kolkata -700064	
Contact No:	9433242705, 9830522689, 9051162059
Copies of Documents to be submitted:	GST No., PAN, TAN, Trade Licence, P. Tax
Total of Amount of the sum of all items would be taken into consideration to have LOWEST QUOTATION	

Format for Submission of Quotation

Sl No.	Product & Code	Qty	Rate (Rs.)	GST (Rs.)	Rate including GST (Rs.)	Total (Rs.)
A	B	C	D	E	F=D+E	G=C x F
1	Desktop HP 15BS146TU	3				
2	Printer	3				
3	UPS	3				
4	Scanner	1				
Total (Rs.)						
Rupees						

Finance Officer

Netaji Subhas Open University DD-26, Sector -1, Salt Lake, Kolkata-700064