



Memo No: AC/168/2025-26

Date: 30.07.2025

NOTICE INVITING QUOTATION

Sealed quotations are invited from reputed Supplier/Vendor to quote their possible rate for the supply, installation and delivery of the following items at COEdn, 7th Floor, Netaji Subhas Open University, DD-26, Sector-I, Salt Lake, Kolkata -700064

SL. No.	Item with Specification	Qty.
1	Printer : EPSON INK TANK L3260	1
2	WEBCAM: Logitech Brio Stream, Ultra 4K HD Video Calling, Optical Zoom, Noise-Canceling mic, HD Auto Light Correction, Works with Microsoft Teams, Zoom, Google Voice, Meet	1
3	SPEAKER: SONY ULT FIELD 1 WIRELESS ULTRA PORTABLE, IP67	1

Last date for submission: 08/08/2025 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: 9674490704, 9051162059
The supplier must have the credential of supply of similar type of items to the Educational Institute.
Copies of Documents to be submitted: GST No., PAN, TAN, Trade Licence, P. Tax, the credential of supply of similar type of items to the Educational Institute
Total of Amount of the sum of all items would only be taken into consideration to have LOWEST QUOTATION.
Partial bidding will not be allowed. Quantity may vary at the time of order. Rate should be valid upto Six months from the last of bid submission. Supply & installation should be completed within 15 days from the issue of the order.
University has the right to cancel the tender notice at any time without assigning any reason.

Finance Officer

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