



**OFFICE OF THE PRINCIPAL  
HOOGHLY MOHSIN COLLEGE  
COLLEGE ROAD, CHINSURAH, HOOGHLY, 712101, WEST BENGAL**  
Website: [www.hooghlymohsincollege.ac.in](http://www.hooghlymohsincollege.ac.in); E-mail: [hooghlymohsincollege@gmail.com](mailto:hooghlymohsincollege@gmail.com)

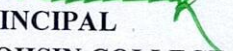
Memo No. 03/ Q-2


Date: 02/01/2024

**NOTICE INVITING TENDER**

Sealed quotations/tenders are invited from reputed firms/suppliers for **supply of the Items/providing AMC/ Event Management/other mentioned service/commodities as per specification** (list annexed herewith) to **Hooghly Mohsin College for the financial year 2024-25.**

Mere submission of quotation / lowest price for the process does not ensure any assurance for the work order. Quotation/s/tender/s must be submitted in original separately clearly mentioning validity period for approved rates, all levies, taxes, installation charges etc. along with any other costs thereon; failing which tender will be summarily rejected. All other legal documents must be furnished along with quotations such as Experience Certificate (if any), PAN/TAN, Trade License, One Cancelled Cheque, GST Reg. No. etc. Quotations must contain detailed aforementioned specifications along with other information and terms and conditions if required. No prescribed form relating to this quotation is available in the college. Self-made format is acceptable. However, interested bidders/vendors are requested to contact the Office of the Principal/Departments in order to know the requirement and specification details. No advance money will be provided for execution of the job. **Full payment will be made online through Hooghly Treasury II only after successful completion of the work, depending upon the accessibility and availability of fund from the Higher Education Department/Education Directorate, Government of West Bengal. Last Date for submission of quotation will be 22/01/2024 up to 16:00 Hrs** and quotation will be opened on later date which will be notified afterwards. The quotation is valid for the entire period of the financial year ending on **31.03.2025**. In case, the date of issue/receipt of opening of quotation is declared as holiday for unexpected reasons the quotation will issued/received/opened on the next working date at the same time. The quotation documents are non-returnable. Work Order will be issued to L<sub>1</sub> bidder as per the requirements of the college throughout the entire financial year, subject to fulfillment of all Government rules and regulations. **The Principal, Hooghly Mohsin College, reserves the right to accept/reject any or all the quotation without assigning any reason thereof.**

  
PRINCIPAL  
HOOGHLY MOHSIN COLLEGE  
Principal  
Hooghly Mohsin College

  
02/01/2024

For display in College website & for wide circulation







OFFICE OF THE PRINCIPAL  
HOOGHLY MOHSIN COLLEGE

COLLEAGE ROAD, CHINSURAH, HOOGHLY, 712101, WEST BENGAL

Website: www.hooghlymohsincollege.ac.in; E-mail: hooghlymohsincollege@gmail.com

**Annexure: List Items/providing AMC/ Event Management/other mentioned service/commodities to be Procured during the F.Y. 2024-25 for Hooghly Mohsin College**

Sl. No.	Items	Vendors with Specifications
1	Laboratory Equipment	Reputed firms / agencies shall collect list from Science Departments of the College
2	Chemical and Glass goods	Reputed firms / agencies shall collect list from Science Departments of the College. The L1 bidder will be selected on the basis of the %ages of discount given on the print price for chemicals.
3.	Uninterrupted Maintenance of College Website with existing Domain Purchased and Renewed by College, Responsibility of the Service Provider to provide Virtual Private Server (VPS) with Cloud Hosting Facility and Provide Security of the Network (https). Total Identifiable Space required for Website Hosting is 250 G.B. in Cloud and for Uninterrupted Online Undergraduate Admission both for Honours & General Programmes 2024-24 The amount of estimation/quotation is restricted to the tune of Rs.99,000/- (Rupees ninety nine thousand only) considering execution of all types of work.	<p>1.For Website Hosting (Virtual Private Server with Cloud Hosting with identifiable space of 250 GB)</p> <p>2.For Website maintenance (Creation of new web pages within existing site as and when required. Designing of webpages/ ,modules on a case to case basis as per college requirement. Service Provider also responsible to edit and upload content on behalf of college in the website. Content may include web page, documents, PDFs, Images, Videos, web links, etc. and content should be uploaded and published within time limits specified by college. Service provider also responsible to provide necessary login and technical facility to the college website committee for uploading notice, tender documents , admit cards, other documents which is necessary for the college. Service provider also gives edit access to all the web pages related to the college.)</p> <p>3.For Admission related support and Integration of college server with any bank server for navment gateway of</p>



Principal  
Hooghly Mohsin College

02.01.2024



		admission fees, examination fees and Misc. Fees Collection. Interested bidders may contact the college authority about the requirements of the job.
4.	AMC for 1. Existing Diesel Generator sets (4 Nos.) 2. Existing Desktop Computer / Laptop / Printers / Scanners / Internet Connectivity (LAN) 3. Existing Photocopiers / Xerox machines 4. Existing Water purifier with RO 5. Existing Aqua Guards 6. Water Distillation system of Chemistry Department	Reputed firms / agencies shall collect list of work to be required from the College Office.
4	Office Contingencies, Office Printing & Stationeries	Cooperative Societies/ Reputed firms / agencies shall Contact college office for the detailed list of items
5	Event Management for any type event/occasion/program of the college	Reputed firms/agencies/Cooperative Societies will comply the necessary experience certificates relating with Event Management. <i>Those who are capable of doing this type of work should only apply.</i>
6.	Books and Journals for the central library and different UG and PG departments of the college	Reputed firms / agencies / Book suppliers shall Contact different Departments for detailed information). The L1 bidder will be selected on the basis of the %ages of discount given on the print price.
7.	1. Computer and Computer Peripherals (Laptop, Desktop) 2. Projectors 3. Smart boards 4. LAN Connection 5. Printers 6. Antivirus 7. UPS	Manufacturers/ Reputed firms / agencies shall Contact college office for detailed information )/ GEM Purchase
8.	CCTV Surveillance Camera and accessories	Manufacturers/ Reputed firms / agencies shall Contact college office for details of works /GEM




Principal  
Hooghly Mohsin College

02-01-2024



9	Cleaning of College campus with providing manpower on regular basis	Reputed firms/agencies/Cooperative Societies will comply the necessary experience certificates relating with Cleaning activities. <i>Those who are capable of doing this type of work, should only apply.</i>
10	Furniture	To be purchase from WBSIDCL
11	Xerox Machine / Document Copier	Manufacturers / Reputed firms / agencies shall Contact college office for details
12.	Students Identity Card (Printing & Bindings)	Reputed firms / agencies shall Contact college office for details
13.	Academic Journal of College (Printing and Binding)	Reputed firms / agencies shall Contact college office for details
14.	a) Partial Automation of Central Library b) Development and Management of College Office Automation	Reputed firms/agencies will comply the necessary experience certificates relating with those automation jobs. <i>Those who are capable of doing this type of work, should only apply.</i>
15.	1. Water Purifier 2. Aqua Guard	Manufacturers / Reputed firms / agencies shall contact college office for details
16.	Income Tax related works and G.S.T works	Reputed firms / agencies/Cooperative Societies shall submit the rate chart and L1 Bidder shall be considered for placement of order as per requirement.
17.	Laboratory Specimens for the Post Graduate Departments of Botany, Physiology & Zoology	Reputed firms / agencies/Cooperative Societies shall contact the departments and submit the rate chart and L1 Bidder shall be considered for placement of order as per requirement of the Departments
18.	Sports Goods and Gymnasium equipments	Manufacturers / Reputed firms / agencies shall contact college office for details

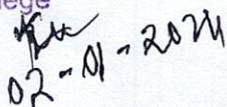
A drop box will be provided at the college gate during office hours on all working days for submitting Quotations / Tenders.

  
Principal

Hooghly Mohsin College

Principal

Hooghly Mohsin College

  
02-01-2024

