

# Serampore College

09, William Carey Road, Serampore,  
Hooghly, West Bengal, 712201

## -: TENDER NOTICE :-

Ref-Tender/SC/2021-2022/07

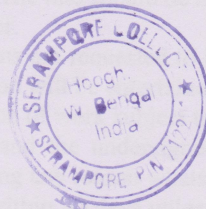
Date: 2<sup>nd</sup> November, 2021

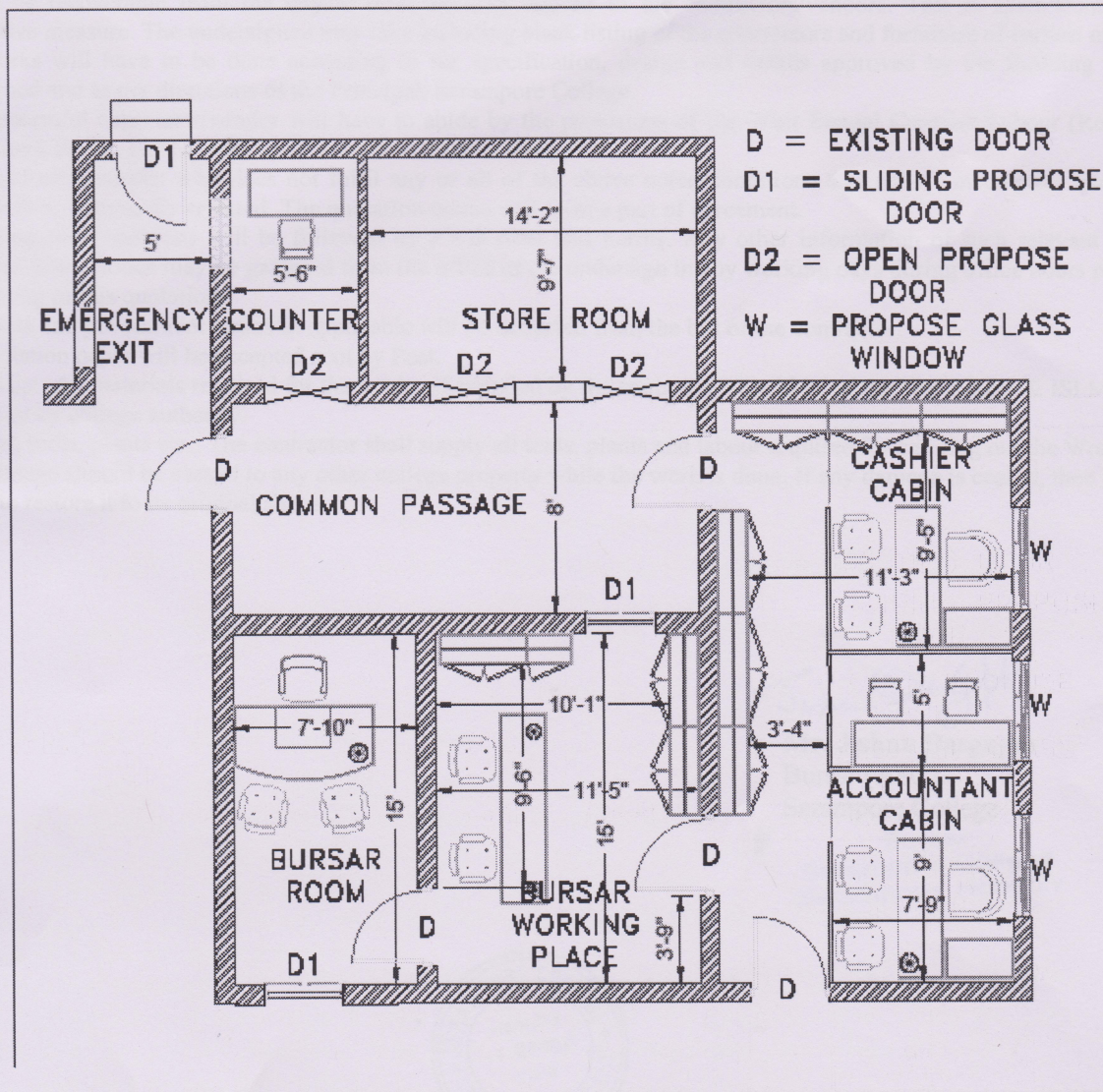
Sealed quotations are invited mentioning for the following job(s) in Account's Office. The quotations are to be dropped in the assigned box in the Principal's office on or before 9<sup>th</sup> November, 2021, 12 P.M. The quotations are to be opened at 3 P.M. in the Bursar's office on the same date. Interested legitimate parties are welcome to attend. This notice can also be seen on our college website i.e. <http://seramporecollege.org/a-s-c/>

**N.B.:** Concerned authority reserves the right to judge the merit of the quotations and decide accordingly for the issuing work order.

### Description of Work (Renovation of Account's Office): -

- 1) Bursar room approx. 144 sq. ft. floor tiles installing.
- 2) Bursar room existing window remove and new sliding door install.
- 3) Bursar working area existing window remove and new sliding door install.
- 4) Account office existing 3 no aluminium sliding glass window install.
- 5) Accountant cabin (Length- 9ft and wide 8ft. X Height-4ft.) toughened glass 10mm thk. install.
- 6) Accountant cabin new sliding door install.
- 7) Accountant cabin (Length- 6ft. X Height-4ft.) as a new decoration as per existing plywood decoration.
- 8) Accountant assistant cabin (Length- 5ft and wide 8ft. X Height-4ft.) toughened glass 10mm thk. install.
- 9) Cashier cabin (Length- 9ft. 5inch and wide 8ft. X Height-4ft.) toughened glass 10mm thk. install.
- 10) Cashier cabin new sliding door install.
- 11) Cashier cabin (Length- 6ft. X Height-4ft.) as a new decoration as per existing plywood decoration.
- 12) Store room and counter room (Length- 21ft, wide 10ft, wide 10ft. X Height-8ft. X Thick-10 inch) new brick wall with plaster install.
- 13) Existing window remove and new door install for emergency exit area.
- 14) Emergency exit area existing door remove.
- 15) Existing counter area 3 no window removes and open this area.





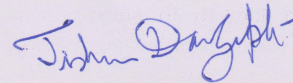
**\* TERMS & CONDITIONS:**

1. The rate should be quoted both in figure and words. The rate should be inclusive of all taxes and incidental charges. Only one quotation paper will be accepted from each contractor.
2. Before dropping, those intending to submit quotations are requested to inspect the site. No extra charges will be entertained after accepting the quotation. No conditional quotation will be entertained.
3. The payment will be made after successful completion of work subject to availability of fund.
4. Acceptance of lowest quotation is not obligatory and the undersigned reserves the right to accept/reject any or all the quotation/s received at his discretion without assigning any reason whatsoever at any stage.
5. The successful contractor must complete the work within 30 days unless otherwise mentioned. No extension of time will be allowed except in special case. If any contractor fails to complete the work within the stipulated time, the work order issued in his favour will be cancelled without assigning any reason thereof. The undersigned may also proceed to get the balance work completed by any other means including through other contractors. The excess expenditure, if any, due to such a step

*John Douglas*

would be recoverable from the unpaid bills, security deposit of the contractors/vendors. This is apart from any other protective measure. The undersigned may take including black listing of the contractors and forfeiture of earnest money.

6. All works will have to be done according to the specification, design and details approved by the Building Committee concerned and as per directions of the Principal, Serampore College.
7. The successful contractor/vendor will have to abide by the provisions of the West Bengal Contract Labour (Regulation & Abolition), Rules, 1972 as will be in force from time to time.
8. The contractor/vendor who does not fulfil any or all of the above noted conditions and submit incomplete quotation, the same will be summarily rejected. The quotation notice will form a part of agreement.
9. All terms and conditions will be followed by PWD rules and norms. Any other information of such relevant matter not included in the notice may be gathered from the office of the undersign in any working days during office hours prior to date of opening of this quotation.
10. The taxes and government duties as applicable will be deducted from the bill of the contractor.
11. No quotation paper will be accepted sent by Post.
12. Materials: All materials required for the works, if supplied by the contractor should be of the best quality & ISI Marked then approved by college authority.
13. Labour, tools, plants etc.: The contractor shall supply all tools, plants and labour required for carrying out the Work.
14. No damage should be caused to any other college property while the work is done. If any damage is caused, then you will be liable to restore it to its original shape.



**Mr. Jishnu Dasgupta**  
Bursar (ASC)  
Serampore College

Bursar  
Serampore College  
Serampore, Hooghly

