

**Gokhale Memorial Girls' College**

GMGC/eNIT1/Comp/CF/2025-26/182

Dated: 02.09.2025

**NOTICE INVITING PRE-QUALIFICATION - CUM - TENDER (TWO COVER SYSTEM)**

For and on behalf of the Principal, Gokhale Memorial Girls' College, invites E- procurement tenders for the following work by two cover system naming Bidder 1 & Bidder 2. Pre-qualification documents in a separate cover containing technical document along with scanned copy of Challan for cost of Bid document for L1 Bidder and that of Earnest Money and the financial bid document with bill of quantity in a another file is to be uploaded by the qualified contractors/suppliers, Bonafide outsiders who satisfy the terms and conditions set out in pre-qualification document and having registration in e-procurement portal <https://wbtenders.gov.in> shall be available for viewing in website.

Sl.No	Name of the work	Cost of Tender	Earnest Money (Rs.)	Completion Period(Months)
1	Item No. 1: Supply and Installation of Desktop Computer at Gokhale Memorial Girls' College during the FY 2025-2026	Rs. 1000/-	Rs. 10,000/-	1 (One)

Intending bidders may download tender documents from e-procurement portal of Govt. website <https://www.wbtenders.gov.in>. The pre- qualification and bid documents duly filled in all respect should be submitted on-line **as per Server Clock**. The Principal, Gokhale Memorial Girls' College does not take any responsibility for the delay caused due to non-availability of Internet connection or traffic jam etc. for on-line bids. **Intending bidders may download the tender documents from the website directly with the help of Digital Signature Certificate & necessary Earnest Money deposit will be received by NET BANKING or through RTGS/NEFT system as detailed in finance department's website vide memorandum no (Ref. G.O. No.3975-F(Y) dated 28.07.2016 of Secretary to the Government of West Bengal Finance Department may please be referred to).**

The pre-qualification documents alone will be opened by the Principal, Gokhale Memorial Girls' College. Names of the technically qualified bidders on the basis of information furnished in the checklist and in "bidder 1 & bidder 2" uploaded by concerned bidders after verification of the same with original will be displayed in the portal subject to completion of verification and technical evaluation.

No separate intimation will be given for this unless the above date is changed. In case of change of date and any corrigendum due intimation will be given in Website. No individual intimation will be given. Name of the qualified bidders will be displayed in the portal. The financial bid documents of the technically qualified bidders will be opened after scrutiny subjected to completion of technical evaluation and recommendation of the Tender Committee of the Principal, Gokhale Memorial Girls' College. Other bid documents with comparison chart of individual intimation will be bidders will be generated after bid opening will be unopened. List of financial comparison chart of bidders will be generated after bid opening. No individual intimation will be given Online. No individual intimation will be given and the same shall be put up before Tender committee for their recommendation and put up for acceptance according to decision by the authority of Gokhale Memorial Girls' College. The Principal, Gokhale Memorial Girls' College reserves the right to reject or cancel any or all pre-qualification documents and bid document without assigning any reason whatsoever.

**The eligibility criteria are given below: -**

1. Audited Balance Sheet and Profit & Loss Account along with return should be submitted for last 3 years. (FY 21-22, 22-23, 23-24). Payment certificate authenticated by Departments should be furnished. PAN Card, GST Registration with Latest return, Trade License, Voter ID, AADHAAR Card & P Tax Certificate, P tax Challan (FY 25-26), Paying slip of EMD (Scan Copy).
2. The Bidder/OEM should have average annual turnover of Rs. 50 Lakh (Minimum) in the last three financial years. The copies of Audited Accounts / Balance Sheet, Profit & Loss Account along with Income Tax Returns for the last three years shall be attached with the Tender.
3. The Bidder/OEM should have at least 3 customer references and Purchase orders must be attached along with the Tender.
4. The Bidder/OEM should be a company registered in India with Registrar of Companies or Proprietorship since at least last 5 years.
5. The Bidder/OEM should have support office at West Bengal. Proof of office presence must be attached along with the Tender.
6. All bidders are asked to submit their objection, clarification against other bidders and clarification regarding rejection of self in the Technical bid if any within 2 (Two) days from the date of opening of Technical bid, no objection will be entertained after that period. For official communication all bidders should submit in their letter head pad email id and WhatsApp Number of them for communications from this office. GST deduction will be applied as per Govt. Order. To keep the Building in good condition during the next One year after the completion of the construction/installation if any additional/excess work is required over the stipulated quantity in the schedule for routine maintenance work, the same will be treated as defect liability and the contractor/bidder has to do the maintenance work at his own cost. Time allowed for completion of work is 15 days, as noted against work from the date of issue of work order.
7. OEM should have valid ISO, CE, INFLIBNET & NIC certifications.
8. The intending bidders are requested to inspect the site of the proposed tender before quoting their rates.

Note 1: Warranty is required to be of 1 year (minimum).

Note 2: Within 24 Hours support required (Except Local, National Holidays or Any Emergency Situation)

Note 3: Installation must be done by the bidder.

Note 4: Payment will be made after 1 month of satisfactory functioning of the installation of product.

Note 5: Rate will be inclusive of GST and all charges, etc.

Note 6: Installation charges should be mentioned separately if applicable.

Note 7: The material/Product will be rejected if any defect and/or deviation in quality from specification or of old stock are found.

Note 8: GST & ITDS will be deducted as per norms.

Note 9: Order will be cancelled and earnest money will not be refunded if found duplicate spare parts or any discrepancy found like fraud in paper or any material.

### List of Important Dates of Bids

Sl. No.	Particulars	Date & Time	
i)	Date & Time of publishing NIT under website <a href="http://www.wbtenders.gov.in">www.wbtenders.gov.in</a> (online)	02.09.2025 after 4 pm.	
ii)	Date & time for Downloading Tender documents from mentioned website(online)	Start	03.09.2025 after 09:00 am
		End	20.09.2025 up to 09:00 am
iii)	Date & Time of submission of tender work above website (online)	Start	03.09.2025 after 09:00 am
		End	20.09.2025 up to 09:00 am
iv)	Date, Time & Place of opening technical BID through above Website(online)	22.09.2025 after 12:30 PM	
v)	Date, time & place of opening of financial BID	To be notified later through Website (online)	

Copy forwarded for information and wide publication: -

- 1.
- 2.
- 3.
- 4.

Sd/-

The Principal,  
Gokhale Memorial Girls' College  
1/1, Harish Mukherjee Road,  
Kolkata - 700020.

## Minimum Technical Specification

Item No. 1: Desktop Computer				
Item Minimum Specifications		Qty.	Matched/ Not Matched	Remarks (If any)
HP/LENOVO Desktop Computer		9		
Specifications				
Processor	13 <sup>TH</sup> Gen Intel Core i5			
RAM	8 GB (DDR 5)			
SSD	512 GB			
Monitor	19.5'' LED			
Graphics	Intel® UHD Integrated			
Keyboard	Multimedia			
Mouse	Optical			
Connectivity Type	Bluetooth, Wi-Fi			
Cabinet	ATX with SMPS			
Windows	Original OS 11			
UPS	600 VA (Microtech/APC)			

Sd/-

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