

**Visva-Bharati
Engineering Department**

Quotation

Memo No. Engg/ 259 /2024-25

Dated: 22/07/24

Item rate sealed Quotation in the prescribed form for the under mentioned work is invited from the intending bidders in appropriate category.

Sl. No.	Name of the Work	Estimated Cost (Rs.)	Earnest Money (Rs.)	Time for Completion	Cost of Tender Documents
1.	Procurement and Installation of Anti-Virus (Quick Heal, total security) for 20 nos. of Computer, Engineering Department, Visva-Bharati.	20,661.00	410.00	1 Week	Rs. 100/-
a.	Last date of receiving of application for tender paper			29.07.2024	
b.	Last date of issuing of tender paper			05.08.2024	
c.	Submission of EMD by cash / D.D. in favour of the Accounts Officer, Visva-Bharati.			On or before 12.08.2024 upto 1.00 p.m.	
d.	Last date of dropping of tender			12.08.2024 upto 1.30 p.m.	
e.	Date of opening of tender			12.08.2024 at 3.30 p.m.	

Tender papers will be sold to the intending bidders on certification from the University Engineer, Visva-Bharati at Santiniketan against the application to be submitted by the bidder for purchase of quotation in the prescribed form available from the office of the University Engineer.

Bidders must submit the copies of valid **GST registration**.

The applicant may obtain quotation from the **office of the University Engineer, Visva-Bharati, Santiniketan** on all working days (**except Sunday & Other holidays**) on payment of the sum as shown against the work in the cash section.

Cash section remains open from 10:00 am to 1:30 pm on all working days except Sunday & other holidays.

Terms & Conditions: Bidder must maintenance the software for three years.

Bidders may attend themselves or send their authorized representative at the time of opening of tenders. Tender will remain valid for 90 (ninety) days from the date of opening. Full particulars about the procedure for depositing earnest money will be available in the tender documents.

University Engineer (Acting)
Visva-Bharati

Copy to:

1. The Estimator, Engineering Department for e-Publishing
2. The Accounts Officer, Visva-Bharati – He is requested to accept the value of tender paper & earnest money from the contractor.
3. The Section Officer (E.A.), Engineering Department.
4. The Section Officer (G), Engineering Department.
5. The In-charge Computer Centre/ University Webmaster- To upload it in the University Website.
6. Notice Board.
7. Work File.

University Engineer (Acting)
Visva-Bharati

W. S. S. S. S.
22/07/24