



12 June 2025

Subject : Notice inviting quotation for repairing 23 nos. Lenovo make Think Centre (Intel Pentium Dual-Core, DDR2 & DDR3) desktop computers and supply & installation of computer accessories for Alipore Campus Library.

Sealed Quotation are invited from reputed agencies/ distributors/ suppliers for repairing 23 nos. Lenovo make (Intel Pentium Dual-Core, DDR2 & DDR3) desktop computers and supply & installation of computer accessories as below:

1. Repairing of 23 nos. Lenovo make (Intel Pentium Dual-Core, DDR2 & DDR3) desktop computers and

2. Supply and installation of computer accessories as below:

Sl. No.	Name of the item	Specification	Quantity
1	Monitor	LG 20 Inches	4
2	Memory	Hynix/Samsung DDR2 2 GB	18
3	Memory	Starlite/Consistent DDR3 8 GB	13
4	Storage	Hikvision/Foxin 256 GB SATA SSD	15
5	Keyboard & Mouse	Logitech Wired USB Combo	10
6	CMOS Battery	Lithium/Maxell	20
7	Power Supply (SMPS)	Frontech/iBall 450 watts	2

Terms and Conditions:

1. Price should be quoted inclusive of all taxes including repairing, installation, GST and other charges.
2. No advance payment will be made.
3. Self-attested photocopy of valid trade license, PAN card, GST registration certificate, and other relevant documents are to be submitted with the sealed quotation.

The duly filled in quotations **as per format given below** should reach the office of the University Librarian, Central Library, 87/1 College Street, Kolkata – 700073 on or before 25 June 2025 along with copies of Trade license, Pan card, GST certificate and other documents as required. The last date of submission of quotation is 25 June 2025 up to 4 pm. The quotations received after the stipulated date and time will not be entertained.

A handwritten signature in blue ink, appearing to be "Ranjit", written over a horizontal line.

University Librarian
University of Calcutta

Quotation Pro-forma

To,
The University Librarian
University of Calcutta
Central Library
87/1 College Street
Kolkata – 700073

Subject : Notice inviting quotation for repairing 23 nos. Lenovo make Think Centre (Intel Pentium Dual-Core, DDR2 & DDR3) desktop computers and supply & installation of computer accessories for Alipore Campus Library.

Sir,

With reference to your quotation no. L/81/22/25-26, dated 12.06.25, we hereby submit our rates for repairing 23 nos. Lenovo makes Think Centre (Intel Pentium Dual-Core, DDR2 & DDR3) desktop computers and supply & installation of computer accessories for your consideration:

Necessary particulars are given below:

1.	Name of the Bidder	
2.	Complete office address of the bidder	
3.	Contact details	

Our rates

1. Repairing of 23 nos. Think Centre (Intel Pentium Dual-Core, DDR2 & DDR3) desktop computers with GST.
Rs.

Total repair charges with GST for 23 nos. desktop computers Rs.

2. Rate for supply and installation of computer accessories

Sl. No.	Item name	Specification	Make	Quantity	Rate per unit with GST	Total amount with GST
1	Monitor	20 Inches	LG	4		
2	Memory	DDR2 2 GB RAM	Hynix/Samsung	18		
3	Memory	DDR3 8 GB RAM	Starlite/Consistent	13		
4	Storage	256 GB SATA SSD	Hikvision/Foxin	15		
5	Keyboard & Mouse	Wired USB Combo	Logitech	10		
6	CMOS Battery		Lithium/Maxell	20		
7	Power Supply (SMPS)	450 watts	Frontech/iBall	2		
Total amount with GST						

Place :

Date :

(Full signature of the bidder with seal)