



# GOVERNMENT GIRLS' GENERAL DEGREE COLLEGE

7, Mayurbhanj Road, Kolkata – 700023  
Telephone No.: 033-2448-1160, 033-2448-1171  
E-mail: gggdc.coll@gmail.com  
Website: www.govtgirlsekalpur.com

Ref. No.: 113/GGGDC/24

Date: 09/08/24

Sealed quotations are invited for **Annual Maintenance Charges** for the mentioned facility-

**PHOTOCOPIER (CANON 2202 N-IMAGE RUNNER, 2) with spare parts and without spare parts separately**

Sealed Quotations are to be addressed to The Principal, Government Girls' General Degree College, 7, Mayurbhanj Road, Kolkata- 700023.

- Sealed Quotations must be dropped in the Tender Box kept in the College office till the date and up to the specified time period as mentioned herein.
- Please mention the tender reference no. clearly on top of the envelop.
- Last Date and Time of submitting quotations: 20<sup>th</sup> August, 2024 up to 1:00 pm.
- Opening date and time of quotations: on 20<sup>th</sup> August, 2024 after 1: 30 pm.

**Necessary documents to be submitted along with the application:**

1. Copy of trade license
2. Copy of PAN Card
3. Credentials
4. GST Number
5. Quotation Papers: on Company letterhead with required sign and stamp

**Terms and Conditions:**

- Sealed Quotations are to be addresses to the to The Principal, Government Girls' General Degree College 7, Mayurbhanj Road, Kolkata- 700023
- The undersigned reserves the right to reject any part or full tender without assigning any reason.

**Note: The College will make the selection of the L1 Bidder.**

*[Signature]*  
09/08/24

Principal  
Government Girls' General Degree College

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Government Girls' General  
Degree College  
Kolkata