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PUBLIC SERVICE COMMISSION
WEST BENGAL
161A, S. P. MUKHERJEE ROAD
KOLKATA – 700 026.

Notice Inviting Quotation

Sealed quotations are hereby invited for " **Repairing & Servicing of Type writer machines** "from recognised bonafide, resourceful & reputed companies/agencies (referred to as bidders) for use in the office of P.S.C, W.B at 161A S.P.Mukherjee Road, Kolkata-700026. The closing date of bids/quotations is the **25th of July, upto 3:00 p.m.** The bids/quotations so submitted will be opened on the **same day at 3:30 p.m.**

The intending bidders who are willing to comply with the following terms & conditions, should quote rate:

1. The rate of above quotation shall remain valid for a period of **one (1) year** from the date of opening of the quotation.
2. *Post servicing Warranty period (Comprehensive & non-comprehensive) should be atleast one (1) year.*
3. Intending bidders have to submit bids/quotations with the photocopies of Professional Tax Certificate, Trade license, PAN card, 15 digit GSTIN (if applicable)
4. The authority reserves the right to reject any or all the quotations without assigning any reason whatsoever. The authority also has the right to extend the period of submission of bid/quotation by issuance of notice through office notice board/website.
5. Intending bidders should submit bid/quotation during office hours of the above mentioned time period at the earmarked drop box to be kept at the corridor of 8th floor in front of chamber of the Accounts Officer, P.S.C.
6. Intending bidder shall have to submit bid/quotation as per following format:-

Submission of Bid/Quotation
 by.....in response to NIQ
 No.....dated.....for repairing /servicing of 6 Nos
 of typewriter machines alongwith 1(One) year post warranty
 services (Comprehensive & Non-comprehensive separately)

	Description work/Item	of	Base Price	Applicable G.S.T (if any)	Total
01	Repairing & Servicing of Type writer machines (6 Nos)				
02	1 (One) year post warranty Services (Non- Comprehensive)				
03	1 (One) year post warranty services(Comprehensive)				