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PUBLIC SERVICE COMMISSION

WEST BENGAL

161A, S. P. MUKHERJEE ROAD

KOLKATA – 700 026.

No. 15/NIQ/2022(Estt.)-P.S.C.

dt.- 01.09.2022.

NOTICE INVITING QUOTATION

PUBLIC SERVICE COMMISSION, WEST BENGAL

Sealed quotation duly superscribed as `Annual Maintenance of EPABX System and BSNL Accessories at the office of Public Service Commission, West Bengal, 161-A, S.P.Mukherjee Road, Kolkata-700026 for the year 2022-2023 from 25.10.2022 to 24.10.2023 are hereby invited from recognised, bonafide, resourceful and reputed companies.

The sealed quotation should be addressed to the Secretary, Public Service Commission, W.B., 161-A, S.P. Mukherjee Road, Kolkata-700026 and submitted in side-1 of the box kept in front of the Accounts Officer's chamber(8thfloor), Public Service Commission, W.B., by 13.09.2022 within 3.00 pm except the Govt. Holidays'. The quotation will be opened on the same day at 3.30 p.m. in presence of all quottees. No quotation will be accepted after stipulated date and time is over. The terms & conditions are given as follows-

1. Copies of the Trade Licence (renewed for last year), Income Tax Return, Sales Tax/ VAT Registration, P/L Account & Balance sheet for the last three years, certificates of doing similar works to be submitted with the quotation.
2. Earnest money deposit of Rs. 10,000/- (Rs. Ten thousand) only by 'T.R. Form' No. 7 in favour of 'Accounts Officer, Public Service Commission, West Bengal', to be submitted in original with the quotation. The amount should be deposited at R.B.I., Kolkata in the head of account "8443-Civil Deposit-00-103-Security-001-Earnest Money-07-Deposit". (A/C Code: 8443-00-103-001-07). Treasury code CAB/CAC.
3. Quotation no., date & subject to be mentioned on the Envelope in Block Letters'.
4. Lowest amount of quotation along with the fulfilment of other conditions will be selected.
5. Quotation submitted should be unconditional. Selected quotee must attend this office within 4(Four) hours for the said purpose after they are called on. The contract may be terminated if the performance is unsatisfactory.
6. In the event of any dispute regarding the process of quotation, the decision of the Commission will be final.
7. Commission reserves the right to accept or reject any quotation at its discretion without assigning any reason.

8. The quotationer shall have to keep the EPABX System & BSNL Accessories functional and shall supply minor spare parts free of cost and also laying of Telephone cables may be done, if required, must be followed.

9. Payment for AMC shall be made to the selected Bidders on Half Yearly basis on production of a Working Report to this Office.

10. Intending bidder shall have to submit bid/tenders as per following format: -

Submission of Financial bid/tenders by M/s.....in response to
NIT No. Dated.....

Description of work/item	Quotated Base Price	HCN Code/SAC Code	Applicable GST	Total

Sd/-

Deputy Secretary,

Public Service Commission, West Bengal