



MAHARAJA SRISCHANDRA COLLEGE

NAAC ACCREDITED

20, RAMKANTO BOSE STREET, KOLKATA - 700 003

Phone : 2555 5810 (Office), 2543 2949 (Principal), 2543 6687 (Teachers' Room)

E-mail : msccollege20@yahoo.com, Website : www.msccollege.org

Ref. No.

Date.....20.....

Date: 01.08.2025

SECTION - I

Annual Maintenance Contract (Comprehensive & Non Comprehensive) for Desktop Computers/Laptop/Printer)

1. The College invites **sealed quotations** for **ANNUAL MAINTENANCE CONTRACT (AMC)** for different equipment (desktop, laptop, printer etc.)
2. The bidders should mention the rates '**with spare parts**' and '**without spare parts**' separately within the sealed quotations.
3. The bidders must have at least three years experience in the related field. The bidder should submit a client list serviced in last three years in support of their claim.
4. No additional information will be entertained after due date.
5. The bids should indicate clearly the item-wise separate rates.
6. The college reserves the right to reject any or all tenders without assigning any reason whatsoever.
7. Payment of bill will be made through crossed account payee cheque.
8. Address at which tender is to be submitted:

**Office of Maharaja Srischandra College
20, Ramkanto Bose Street
Kolkata- 700003**

b) Time and date for receipt of Tender: Up to 7 pm on 11th August, 2025

c) Maharaja Srischandra College shall not be responsible for any postal delay about non-receipt / non-delivery of the documents.

9. **For any query regarding items contact college office.**

SECTION – II

Details of the equipment for which AMC is sought for

SL No	Item	Number of items
1	Desktop (Tower Cabinet) Computer	24
2	All-In-One Desktop Computer (2 Dell and 11 HP)	13
3	Laptop (all HP)	10
4	Mini Laptop (All Asus)	04
5	Laser- jet Printer (all HP) (1 colour printer, 1MFP and 9 Standalone laser printer)	11
6	Canon Image Runner 2520 (Printer cum Photocopier)	2

**** The number of items may be changed.**

Sunanda Ray

(Sunanda Ray)

Teacher-in Charge

Teacher-in-Charge
Maharaja Srischandra College
Kolkata-700003

