

GOVERNMENT OF WEST BENGAL
OFFICE OF THE PRINCIPAL
JALPAIGURI GOVERNMENT ENGINEERING COLLEGE,
JALPAIGURI 735102, WEST BENGAL

Website: www.jgec.ac.in
Fax: 03561-256143

Phone: 03561-255131

Tender Notice for Quotation to refilling of Fire Extinguisher as Specified

Memo No: JGEC/CPC/Refilling/04/2026-27

Date: 03.06.2026

The College invites sealed quotations from reputed Companies / Suppliers / Service providers/ dealers/ agencies for the procurement of refilling of fire extinguishers. Companies / Suppliers / Service providers/Agencies may submit their Quotations/bid documents in the prescribed format. Details of the Specifications of the materials required are as follows: -

Sl. No	Item name with specification	No. of Extinguishers
1.	Refilling of different types and sizes of fire extinguishers	To be collected from the different departments.

Qualification Conditions:

Bidder should be registered Firm / Company / Establishment having Valid certificate for refilling of fire extinguisher and provide fire safety certificate.

Bidder shall provide all relevant records required i.e. Income Tax Return Certificate for Last 3 (Three) FY/PAN, Commercial Tax Clearance/V.A.T. / GST Certificate and other taxes (whichever applied)

Bidders should have relevant credentials

Delivery Place / Works site: Bidder will supply and deliver the materials / Works/service with requisite number at JGEC premises.

Bid Price:

The Bid Price shall be in Rs. and include all Taxes and other levies such as the transportation expenses, no extra price is payable by the college. Bidder must quote item wise. Total price must be less than Rs.1 Lakhs.

The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment of any account.

Validity Quotation: Quotation shall remain valid for a period not less than 30 days after the deadline dates specified for submission.

The following must be submitted with the Quotations/Bid:

Copy of Establishment Registration Certificate/ valid Trade license in relevant field

Copy of PAN and copy of latest return

Copy of GST

Copy of PTAX enrolment certificate and copy of latest paid challan of PTAX

Detailed office address of the Agency with Office Telephone, Number, Fax Number and Mobile Number and name of the contact person

Evaluation of Quotations:

The purchaser will evaluate and compare quotations, considering the cumulative rate corresponding to the quantity of items mentioned above to determine a substantially responsive bidder.

Conform **to** terms, conditions, specifications and qualifications and qualifications conditions.

Award of Contract:

The purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive, and who has offered the lowest evaluated quoted cumulative price.

The bid document may also be downloaded from our web-site: www.jgec.ac.in

All documents must be submitted to the Office of the Principal.in sealed envelope and marked with "Quotation to Procure & installation/commissioning".

Important date:

Opening date: 05.06.2026

Closing date: 13.06.2026 upto 12:30 PM.

All sealed quotations will be opened on the closing date at 1 pm before the bidder or their representative who wishes to be present, in the office.

CHECKLIST FOR BIDDERS/APPLICANTS:

The Bidder should ensure that all documents and papers submitted in this BID are fully authenticated by the authorised signatory under his signature with official seal wherever applicable. The following documents should be submitted with BID:

Sl. No	Documents to be submitted	Documents Submitted (Y/N)
1.	All pages of this BID document should be duly signed by the authorized signatory as a token of acceptance of all terms and conditions by the bidder. Any other document submitted by the bidder should also be signed by the authorized signatory	
2.	Trade License	
3.	Credential document in support of doing similar work	
4.	Attested copy of GST	
5.	Attested copy of PAN/Number.	
6.	Attested copy of Income Tax return for last 3 (Three) Years	
7.	Bid Form	

Not with-standing the above, the purchaser reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of the contract.

The bidder whose bid is accepted will be notified of the award of contract by the purchaser. The terms of the accepted offer shall be incorporated in the supply order. The validity period may be extended by the purchaser by another 15 days in exceptional cases.

Other Terms & Conditions:

- a) The College reserves the right to postpone/cancel the bid, the bidder will have to abide by the decision.
- b) Payment shall be made after the supply and submission of bills which will be subject to satisfactory supply (certified by the committee constituted for the purpose). The personnel in charge will certify the quality and quantity of the items supplied/ work done as per specifications and recommend accordingly the extent of payment.
- c) No preference will be given to any bidder or class of bidders, either for the price or for other terms and conditions.
- d) Quotation may be submitted on the printed letterhead, indicating the item for the bidding and rate quoted in the prescribed format, that have to be collected from the College office
- e) The successful bidder will have to agree with the college for the timely execution of the Purchase order.
- f) No payment will be made for any damage to goods supplied.
- g) We look forward to receiving your quotations, and thank you for your interest in this work.
- h) During the execution of work, it is mandatory to provide original GST bills, and the manufacturer's warranty of the items/ procured or used parts to justify the authenticity of the spare parts.
- i) The bidders who have not collected the forms from the college and clearly specify the types and sizes of fire extinguishers with the exact number and rates specified for each type will be summarily rejected.
- j) The types of fire extinguishers shall have to be taken from the college during the bidding period in the college hours (12 Noon – 4 PM).



Prof. (Dr.) Amilava Ray
Principal
Jalpaiguri Govt. Engineering College
Jalpaiguri-735102

Principal

Memo No: JGEC/CPC/Refilling/04/2026-27

Date: 03.06.2026

Copy forwarded for information and take necessary action to:

College Website, Jalpaiguri Govt. Engg. College, Jalpaiguri, www.jgec.ac.in
Notice Board, Jalpaiguri Govt. Engg. College, Jalpaiguri-
Storekeeper, Jalpaiguri Govt. Engg. College, Jalpaiguri.
Guard file



Prof. (Dr.) Amilava Ray
Principal
Jalpaiguri Govt. Engineering College
Jalpaiguri-735102

Principal