

Government of West Bengal  
Department of Health & FW  
Office of the Principal  
College of Medicine & Sagore Dutta Hospital  
578, B.T. Road, Kamarhati, Kolkata-700058  
Ph no: 033-2583-4277

No.- COMSDH/Store/443/24

Date: 01<sup>st</sup> March, 2024

**Quotation Notice**

The Principal having his office at College of Medicine & Sagore Dutta Hospital, Kamarhati, Kolkata- 700058 is inviting a sealed Quotation on behalf of the Department of Health & Family Welfare, Government of West Bengal from the reputed organization for repairing of following items for Preparing of Rate Schedule of for the same -

Sl. No.	Name of the work	Departments	Qty.
1.	Repair and servicing of Photocopier machines	Central Library, Students' Section, Establishment section, Office of the Principal, COMSDH	4 pcs
2.	Multiple scanner	Students' Section	1 pc
3.	Multiple Printer	Students' Section	1 pc

The rate should be inclusive all taxes and others charges (Including tax, inspection charges etc.).

In the event of quotation, intending bidder agency may download the Quotation documents free of cost from the website: <http://comsdh.org.in> directly. The same documents may also be available from the Central Store (Repair), COM&SDH, Kamarhati from 1<sup>st</sup> March- 11<sup>th</sup> March, 2024, from 11AM to 1PM on all working days (except Sundays and Government Holidays). For any corrigendum/addendum/ amendment regarding this quotation, all bidders are requested to visit the above mentioned website time to time.

The offer letter along with necessary supporting documents in a sealed envelope superscribing with tender reference no. and due date, addressed to the tender inviting authority, ie - to the **Principal, COM&SDH, 578 B.T. Road, Kolkata- 700058**, should be dropped/submitted at the designated tender box kept at the Establishment Section of College Building. (2<sup>nd</sup> floor College Building) within 1PM of 12<sup>th</sup> March, 2024.

- The due date for opening of the bid is 12/03/2024 at 2PM. The offer should reach us well before the due date & time i.e. latest by 1PM of 12/03/2024.
- If the opening/due date happens to be a holiday, then quotation / tender will be opened on the next working day at the same time.

The undersigned reserves the right to accept or reject any quotation without assigning any reason.

A.S.M.  
01/03/24  
Principal

College of Medicine & Sagore Dutta Hospital  
Kamarhati, Kolkata-700058

B. S. Ghosh  
01.03.24

No.- COMSDH/Store/ 443/1(17)/24

Date: 01<sup>st</sup> March, 2024

Copy forwarded for information to -

1. The Sabhadhipati, Zilla Parishad, North 24 Paraganas
2. The DME, Deptt. of Health & FW, Govt. of West Bengal, Salt Lake City, Kolkata-700091.
3. The DHS, Deptt. of Health & Family Welfare, Govt. of West Bengal, Salt lake City, Kolkata-700091.
4. The District Judge, North 24 Paraganas
5. The District Magistrate, North 24 Paraganas
6. The MSVP, COM & SDH&H, Kolkata
7. The Superintendent of Police, North 24 Paraganas
8. The District Information & Cultural Officer, North 24 Paraganas
9. The Chief Medical Officer of Health, North 24 Paraganas
10. The Chairperson, Kamarhati Municipality.
11. The Accounts Officer- College, COM&SDH, Kolkata.
12. The Accounts Officer- Hospital, COM&SDH, Kolkata.
13. The Head Clerk- College, COM & SDH, Kolkata.
14. The Head Clerk- Hospital, COM & SDH, Kolkata
15. The IT cell, Swasthya Bhawan for publication in the website of Dept. of Health &FW, Govt. of WB
16. Karrot Graphics for uploading the notice in the institutional website.
17. Office Notice Board, COM & SDH, Kamarhati, Kolkata- 700058.

Principal

College of Medicine & Sagore Dutta Hospital  
Kamarhati, Kolkata-700058