

RABINDRA MAHAVIDYALAYA

Affiliated to the University of Burdwan
Champadanga, Hooghly, West Bengal, Pin.-712401

Estd.- 1971

Ref. No. R.M./43/24

Date. 16/02/24

To
Modern Computers
Ramkrishnapally, Tarakeswer, Hooghly
M: 9046286751

WORK ORDER

Dear Sir,

This is to inform you that your quoted rate put to tender for the following items, has been accepted by THE PRINCIPAL, RABINDRA MAHAVIDYALAYA. You are requested to take up the work immediately in consultation with the undersigned and complete the work in all respect within the stipulated period of 15 days (Fifteen) days. The details are given below. Please Note that on failure of communication and response in terms of supply, installation and commission and/or Completion of the work from your part against this work order, this work order will stand cancelled. No concession in terms of extension of the time period may be entertained thereof.

Name of Work		SUPPLY OF IT-ITEMS			
Tender ID		RM/31/24 dated 02/02/2024			
Quoted amount (including GST)		Rs. 37522.00/= (Thirty-seven thousand Five hundred twenty-two only)			
Dept.	Item	Make/Model	Detailed Specifications	Quantity	Amount (Rs.)
Economics	CPU	HP S01-aF2024in	HP S01-aF2024in: Celeron J4025, Windows 11+MS office 21,8GB ram, 512G SSD, Jet Black(977POPA#ACJ); One Year Warranty	01	25800.00
Office	Printer	Epson Eco Tank L3110	Print, scan, copy, inkjet, bi-dimensional, colour/ black and white	01	11722.00
				Total	37522.00

This is to be treated as formal Work Order for commencement of the work.

Yours' faithfully,

THE PRINCIPAL,
Rabindra Mahavidyalaya

Principal

Rabindra Mahavidyalaya,
Champadanga, Hooghly

Mandatory Conditions:

- The products will be checked, reviewed and verified by the staffs of the respective Department, office and members of IT sub-Committee at the time of received of the IT-Items and as well as after installation. On being satisfied the payment will be made to the bidders who have received the work order.
- Products/ instruments need to be delivered and installed within 15 days from the date of issue of the work order
- If anything found in violation of the work order, the work order will be cancelled and the college authority will bear no responsibility of either of the vendor's preliminary installation cost or the others thereof.