



Government of West Bengal
Office of the Principal

Government General Degree College, Keshiary

P.O. Tilaboni Mahisamura P.S. Keshiary, Dist. Paschim Medinipur, PIN 721135 www.ggdckeshiary.ac.in
Established: 2015; Recognized U/s 2f of UGC Act, 1956; NAAC Accredited: 2025 (Grade B+; CGPA; 2.61)

Memo No.235/GGDCK/2025,

Date: 22.07.2025

NOTICE INVITING QUOTATION

Sealed quotations on company pad are invited and will be received by the Officer of the Principal, Government General Degree College, Keshiary, till the date and up-to the time specified herein. For details please follow the college website www.keshiarygovtcollege.ac.in or contact the Officer of the Principal. Quotation will be opened on the **05th August, 2025**, one hour after the schedule deadline of time of receipt of the quotation.

1.	Name of work	:	Maintenance and hosting of the official web site of the Government General Degree College, Keshiary for a period of one year
2.	Name and Address of the Office	:	Office of the Principal, Government General Degree College at Keshiary P.O. – Tilaboni Mahisamura, Dist. – Paschim Midnapur, PIN 721135
3.	Quotationers who are eligible to submit Quotation	:	Reputed resourceful, experience (with higher educational institutions) & bona-fide registered Private Agencies
4.	Last date & time of submitting quotation paper	:	05th August, 2025 (Tuesday) , up to 01:00 P.M.
5.	Opening of quotations	:	05th August, 2025 (Tuesday) , after 2.00 P.M.
6.	Documents to be submitted along with the application	:	1. Copy of PAN card 2. Copy of GST registration 3. Copy of Trade License 4. Relevant credentials
7.	Quotation Paper	:	On company pad
8.	General guideline	:	i. The financial bid has to be quoted in INR (Rs.) only mentioning all admissible tax. ii. The rates should remain valid for the period up to 31 st March 2026 iii. In case there exist any tie in the quoted financial bids among competing agencies, preference would be given to the agency whose experience in hosting college website would be more iv. The agency which wins the bid should keep itself ready to take up the work within two (07) days from the date of issue of work order or from any other special date as will be mentioned v. The content of the website is exclusively copyrighted with GGDC, Keshiary; the agency which wins the bid should provide a declaration for maintaining confidentiality in handling the data w.r.t. the website hosting and maintenance on their company pad. vi. No conditional/ incomplete rate will be accepted under any circumstances. vii. The agency engaged for this work will have to maintain a regular contact with the college authority. viii. No claim will be entertained for the permanent services. ix. The undersigned reserves the right to terminate the agreement at any time without assigning any reason what so ever. x. Payment to the agency shall be made as per availability of fund. xi. Statutory deduction as applicable shall be made from the bill of the agency xii. Disposal of Disputes: In case of any dispute, the College's decision will be treated as the final and conclusive. All legal actions are subject to Kolkata jurisdiction only.

Sd/-
Officer-in-Charge
Government General Degree College, Keshiary
22.07.2025