



Government of West Bengal
Office of the Principal
Cooch Behar Government Engineering College
Vill.-Harinchawra, Post.- Ghughumari, Dist.-Cooch Behar-736170.

Memo No.: 81/CGEC/2024

Dated: 09/02/2024

Notice inviting Quotation for Student's Group Health Insurance.

Quotations are hereby invited from bonafied and experienced companies for **Student's Group Health Insurance** of 1st year Regular Students (2023-2027) & 2nd year Lateral Students (2023-2026) of Coochbehar Govt. Engineering College in the form of open tender in SEALED ENVELOPE.

Details of Students	Last Date and Time of Quotation Submissions	Date and Time of opening of Quotation
Annexure I	09/02/2024 to 16/02/2024 Friday (upto 2 pm)	16/02/2024 (Friday 3 pm)

Terms & Conditions:

1. DEPOSITTING THE TENDER/Quotation.

Bidders need to deposit their quotation in SEALED ENVELOPE super scribing "Quotation for Student's accidental and Medical Insurance vide Notice No- 81/CGEC/2024, dated 09/02/2024 in deposit box of Coochbehar Govt. Engineering College.

2. Bidders need to enclose following documents along with their offer in their envelope for submitting their Quotation:-

- a. Application signed by the bidder in their letter head.
- b. GST Reg. certificate (Self Attested with Seal & Sign)
- c. PAN photocopy (Self Attested with Seal & Sign)
- d. Trade License (Self Attested with Seal & Sign)

3. Bidders may quote price for each items separately.
4. The Quoted amount should not exceed Rupees 150 per year including all taxes.
5. The rate as quoted by the bidder shall be inclusive of all the taxes.
6. The supplier must indicate the GST number at the time of billing.
7. GST and Income tax deductions will be made from this end at the time of payment.
8. Billing must be made in proper format having seal, stamp pad, letter head, indicating memo/ref/challan number etc.
9. Items carrying company manuals /warranty card etc. should be handed over to college officials at the time of delivery.
10. The selected supplier shall be obliged to supply the items in the office and also to the filed areas as and when asked in the work order. The transportation cost thereof shall be borne by the supplier.
11. Service must be made within 30 days of issuing work order from this end.
12. There shall be separate/individual work orders based on the necessity of the college.


13. The supplier must get the acknowledgement of their supply from the concerned official of the Coochbehar Govt. Engineering College and that acknowledgement have to be attached at the time of payment.
14. The tender inviting authority will not be responsible for delay in payment. However the payment will be done as per the work order issued.
15. Any false untrue, suppresses more than reveals, even at a later stage of the of any documents already submitted by the said Bidder and in case the Bidder the applicant shall be liable to be debarred from taking up of any work in the Organization apart from cancellation of the order issued, if any. The authority may also initiate other legal actions and measures under the law.
16. Applications received without the specified certificated/documents shall be rejected.
17. Any conditional and incomplete bid shall be rejected. Any deviation from conditions specified herein shall not be allowed. Any condition or qualification or any other stipulation contained in the bid offer which is found to be inconsistent with the terms of the bid documents, shall be summery rejected.
18. However, validity may be extended by mutual consent upon acceptance of the offer of a bidder.
19. The Coochbehar Govt. Engineering College does not bind it to accept the lowest rate offered and reserves the right to reject in part or in full all bids received, without assigning any reason. Bidders shall not be entitled to get any compensation for rejection of any such offers by the authority. If any bidder withdraws his offer before acceptance or refuses to carryon/execute the work order within a Reasonable period of time, without assigning any satisfactory explanation acceptable to the authority for such withdrawal, the said bidder may be disqualified by the authority to participate in other bidding process.

Sd/-
Principal
Coochbehar Govt. Engineering College

Memo No. 81/CGEC/2024

Dated: 09/02/2024

1. The District Magistrate, Coochbehar
2. SDO, Coochbehar-1
3. Dist. Information and cultural officer, Coochbehar
4. Accounts officer, CGEC, Coochbehar
5. Notice Board/Advertisement Copy
6. Office Copy


Principal
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Principal
Cooch Behar Govt. Engg. College
P.O. Ghughumani, Dist. Cooch Behar
Pin-736170, West Bengal (India)

Annexure I

SL NO.	Student Details	Academic Year	Total Insurance coverage year	Total student	Types of Insurance
1	Regular Student	2023-2027	4 Year	242	Accidental and Medical
2	Lateral Student	2023-2026	3 Year	106	Accidental and Medical

