



# **CITY COLLEGE OF COMMERCE & BUSINESS ADMINISTRATION**

Affiliated to the University of Calcutta  
Established in 1961  
NAAC Accredited

13, Surya Sen Street  
Kolkata - 700 012  
Phone : (033) 2241-4261

E-mail : [info@cccba.ac.in](mailto:info@cccba.ac.in)  
Website : [www.cccba.ac.in](http://www.cccba.ac.in)

Ref. No. DHE/CCCBA/ST/05/2025-26

Date 03/01/2026

## **NOTICE INVITING TENDER**

Tender Ref. No.: DHE/CCCBA/ST/05/2025-26

**Issued by:**

City College of Commerce & Business Administration  
(Under Graduate Institute)  
Affiliated to University of Calcutta  
Accredited by NAAC  
13, SURYA SEN STREET KOLKATA-700012  
Phone: 033-2219 6281

### **Tender for Supply & Installation of Laptop**

City College of Commerce & Business Administration invites quotations from vendors for the Supply and Installation of Laptop with detailed specifications mentioned below:

**Specification of Laptop:**

**Brand: DELL**

**Processor: Intel Core i5 (13 Generation)**

**RAM: 16GB**

**Operating System: Windows 11 along with MS-Office**

**SSD: 1 TB**

**Screen: 15.6 inches**

**Quantity-01 (one)**

**Eligibility Criteria:**

Vendors must have self-attested scan copies of:

- PAN Card
- GST Registration
- Trade License (current year)
- IT Return for the Last 2 Assessment Years



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### Terms & Conditions:

- Delivery and installation must be completed within 7 days from the date of issuance of purchase order.
- Payment Terms: 100% after satisfactory supply, installation, and successful testing of Equipment in college premises.
- Warranty: 1 year + extended 3 years.
- The College reserves the right to accept or reject any/all quotations without assigning any reason.
- College Authority will not accept any other brand except DELL .
- After evaluating the quotations the supply order to successful vendor will be issued thereafter by hand.

### Submission of Quotation:

Last date of submission: 10<sup>th</sup> January, 2026.

Place of submission: City College of Commerce & Business Administration,  
13, SURYA SEN STREET KOLKATA-700012

### Important dates:

Particulars	Date & Time
Tender Publish Date	03/01/2026 after 7:00pm
Quotation submission starting date	03/01/2026 after 7:00pm
Quotation submission closing date	10/01/2026 upto 5:00pm
Quotation opening date	13/01/2026 after 4:30pm

For further clarifications, contact:

Dr. Barun Kumar Das  
Convener, Tender Committee  
City College of Commerce & Business Administration,  
13, SURYA SEN STREET KOLKATA-700012.  
Phone: 033-2219 6281

Issued by,

Principal

03/01/2026

City College of Commerce & Business Administration