

RURAL CONNECTIVITY TRAINING AND RESEARCH CENTRE
PANCHAYATS & RURAL DEVELOPMENT DEPARTMENT
GOVT. OF WEST BENGAL
PLOT NO. B/4, SCHOOL AREA (Pt.), KALYANI, NADIA
e-mail: wbrctrc.kalyani@gmail.com, rcrc.kalyani@gmail.com
Website: www.rcrcwestbengal.com

No. 2598/RCTRC/2026

Date: 13.02.2026

NIQ- 10/RCTRC/2025-26

For and on behalf of Rural Connectivity Training and Research Centre (RCTRC), the Manager Training (RCTRC) & Executive Engineer (P&RD), invites Quotation in item rate. Resourceful and Bona-fide contractors of Government / Semi Government/ Undertaking/ Autonomous Bodies / Statuary Bodies / reputed Agencies and Local Bodies who satisfy the terms and conditions are requested to participate for "Annual Maintenance of 31 number PCs at RCTRC, Kalyani, Nadia".

1. **Name of the Work:** "Annual Maintenance of 31 number PCs", at Rural Connectivity Training and Research Centre (RCTRC) at Kalyani, Nadia.
2. **Location for work:** RCTRC Campus, Plot No. B/4, School Area (Pt), beside Binoy Bhaban, Kalyani, Nadia.
3. **Condition of Item Rate Quotation:**
 - I. PAN Card
 - II. P. Tax Clearance Certificate
 - III. Valid Trade License

SL. No.	Particulars	Date & Time
1.	Date and time for publish Quotation (Offline)	16.02.2026
2.	Quotation submission starts date (Offline)	17.02.2026
3.	Quotation submission end date (Offline)	27.02.2026
4.	Date of opening Quotation (Offline)	02.03.2026

For
Manager (Training), RCTRC, Kalyani
&
Executive Engineer, P&RD Dept.
Govt. of West Bengal

No. 2598/1(7)/RCTRC/2026

Date: 13.02.2026

Copy forwarded for information & with a request to display on their office notice board for wide publicity to:

- 1) The Special Secy. to the Govt. of West Bengal & ACEO, WBSRDA, Kolkata- 700106.
- 2) The Chief Engineer (Presidency Circle), P&RD Deptt., Govt. of West Bengal, WBSRDA, Kolkata-700106
- 3) The Director, RCTRC & Superintending Engineer, WBSRDA.
- 4) The Financial Controller, WBSRDA, Kolkata- 700106
- 5) Assistant Engineer, RCTRC, Kalyani, Nadia.
- 6) Notice Board, RCTRC, Kalyani, Nadia.
- 7) Guard file.

For
Manager (Training), RCTRC, Kalyani
&
Executive Engineer, P&RD Dept.
Govt. of West Bengal

GENERAL CONDITIONS

1. The Manager Training, Rural Connectivity Training and Research Centre, Kalyani, Nadia on behalf of West Bengal State Rural Development Agency (WBSRDA) invites the item rate Quotations for "Annual Maintenance of 31 number PCs" at Rural Connectivity Training and Research Centre (RCTRC) building at Kalyani, Nadia.
2. Date of release of Invitation for Quotations through offline: (16/02/2026)
3. Cost of Quotation Form: Nil
4. Last Date/Time for receipt of Quotation through Offline: (27/02/2026) up to 17.00 hours (time)
5. Only offline submission of Quotation is permitted, therefore: Quotations must be submitted Offline at the office of RCTRC..
6. Though the lowest overall quoted rate will be the criteria for selection, but the acceptance of the lowest Quotation is not obligatory to the undersigned. If the lowest Quotation, in the opening, of the undersigned does not appear to be satisfactory, the undersigned reserves the right of holding fresh Quotation and so on.
7. The undersigned reserves the right to reject any or all the Quotation without assigning any reason what so ever.
8. Other details can be seen in the quotation documents. The Employer shall not be held liable for any delays due to system failure beyond its control.


Manager (Training), RCTRC, Kalyani
&
Executive Engineer, P&RD Dept.
Govt. of West Bengal

RURAL CONNECTIVITY TRAINING AND RESEARCH CENTRE
PANCHAYATS & RURAL DEVELOPMENT DEPARTMENT
GOVT. OF WEST BENGAL
PLOT NO. B/4, SCHOOL AREA (Pt.), KALYANI, NADIA
e-mail: wbretrc.kalyani@gmail.com, rtrc.kalyani@gmail.com
Website: www.rtrcwestbengal.com

UNDERTAKING & ACCEPTANCE LETTER BY THE AGENCY

I/We have carefully gone through the various terms and conditions listed in the NIQ form for Annual Maintenance of 31 number PCs at RCTRC, Kalyani, Nadia. I/We agree to all these conditions and offer to Annual Maintenance of 31 number PCs items at RCTRC, Kalyani, Nadia. I/We are making this offer after carefully reading the conditions and understanding the same without any kind of pressure or influence from any source whatsoever. I/We have inspected the institute premises (RCTRC) and have acquainted ourselves with the tasks required to be carried out, before making this offer. I/We hereby sign this undertaking in token of our acceptance of various conditions listed above.

Place: _____

Date: _____

Address: _____

Mob: _____

Email ID: _____

Signature of Agency

I/We do hereby submit the Quotation for the execution of work specified in the underwritten memorandum within the time specified in such memorandum at the date specified, there is and in accordance in all respect with items in the list and instruction in written as per Quotation and condition vide Quotation No. /RCTRC/2026 dated .2026.

MEMORANDUM

1. Description of work: Annual Maintenance of 31 number PCs at RCTRC, Kalyani, Nadia.
2. Period of contract: 365 Days from date or Work Order.
3. Rate offered:

(To be written in figure & words clearly)

Date :

Signature of Bidder
(Before submit the Bid)