



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

Memo No.:504/CGEC/2026

Dated:14.09.2026

Notice Inviting Quotation for supply of Items for Inter Departmental Football Tournament 2026, at College Campus.

Quotations are hereby invited from reputed and experienced vendors regarding for supply supply of Items for Inter Departmental Football Tournament 2026, at College Campus at Cooch Behar Govt. Engineering College in the form of open tender in SEALED ENVELOPE as mentioned in Annexure I.

Breif Description of Work	Last Date and Time of Quotation Submissions	Date and Time of opening of Quotation
Supply of items mentioned in Annexures below	22.09.2026 (Tuesday, Upto 12PM)	22.09.2026 (Tuesday)

Terms & Conditions:

1. DEPOSITTING THE TENDER/Quotation.

Bidders need to deposit their quotation in SEALED ENVELOPE super scribing “supply of Items for Inter Departmental Football Tournament 2026, at College Campus, at College Campus vide notice no 504/CGEC/2026, Dated: 14.09.2026” deposit box in Cooch Behar Govt. Engineering College.

2. Bidders need to enclose following documents along with their offer in their envelope

- a. Quotation in letter head/office pad (Self-attested with Seal & Signature).**
- b. GST Reg. certificate (Self-attested with Seal & Signature).**
- c. PAN photocopy (Self-attested with Seal & Signature).**
- d. Trade Licence (Self-attested with Seal & Signature).**

3. Bidders may quote price as mentioned in specific format.
4. The items must be of best quality. Any compromise on quality will be taken seriously and the bidder will be liable for black listing and other penal actions.
5. The rate as quoted by the bidder shall be inclusive of all taxes.
6. Each item should carry a minimum warranty period of one year, subject to replacement of faulty pieces and also the items must be having its expiry date intact (if applicable).
7. The bidder must indicate the GST at the time of billing.
8. GST and Income tax deductions will be made from this end at the time of payment.
9. Billing must be made in proper format having seal, stamp pad, letter head, indicating memo/ref/challan number etc.
10. Items carrying company manuals/ warranty card etc should be handed over to college officials at the time of delivery.
11. The selected bidder shall be obliged to supply the items in the office as and when asked in the work order. The transportation cost thereof shall be borne by the supplier.
12. Supply must be made within 30 days of issuing work order from this end.
13. There shall be separate/ individual work order based on the necessity of the college

14. The bidder shall be obliged to supply the items on the same rate as quoted in the tender.
15. The supplier must get the acknowledgement of their supply from the concerned official of the Cooch Behar Govt. Engineering College and that acknowledgement have to be attached at the time of payment.
16. The Quotation inviting authority will not be responsible for delay in payment. However, the payment will be done as per the work order issued.
17. The Quotation inviting authority has every right to cancel/postpone/reject the tender at any time without assigning any reason to the bidders.
18. 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.
19. Applications received without the specified certificated/documents shall be rejected.
20. 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.
21. However, validity may be extended by mutual consent Upon acceptance of the offer of a bidder.
22. The Cooch Behar 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/-

Officer-in-Charge

Cooch Behar Govt. Engineering College

Memo No. 504/(4)/CGEC/2026

Dated:14.09.2026

Copy To:

1. Accounts Officer, CGEC,
2. College Website, Cooch Behar Government Engineering College.
3. Notice Board/Advertisement Copy
4. Office Copy



Officer-in-Charge

Cooch Behar Govt. Engineering College

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Cooch Behar Govt. Engg. College

P.O. Ghughumari, Dist.-Cooch Behar

Pin- 736170, West Bengal (India).

Annexure A

Table: Specification of the Items required.

SL No.	Item Name	Quantity	Specification
1	Trophy Set	2 Pcs Set	1 x Winner Trophy + 1 x Runner-Up Trophy
2	Mementos	12 Pcs Total • 5 x Guest • 2 x Semi • 1 x Final • 1 x MOT • 1 x Best GK • 1 x BYP • 1 x MOT Girls	Honorary mementos for Chief Guests, Semi-Final & Final dignitaries, MOT (Boys & Girls), Best Goalkeeper, and Best Young Player
3	Medals	60 Pcs Total • 20 x Winner (Boys) • 20 x Runner-up (Boys) • 10 x Winner (Girls) • 10 x Runner-up (Girls)	Gold & Silver medals for Winner and Runner-up teams (Boys & Girls)
4	Ribbon	10 Pcs	Satin ribbons for medal presentations
5	Referee Fee	Official Referees (2 Days)	Officiating charges for certified referees across all match fixtures
6	Stickers	Custom printed sheet set	Custom logo stickers for labeling medals, mementos, and trophies
7	Pandal & Sound System	• Pandal: 50 × 20 ft [(20+10+20) × 20] • Sound: 2 Speaker Boxes, 1 Mic, 1 Machine with cable	Shaded pandal tent setup for dignitaries/players and PA sound system
8	Chuna Powder	25 Kg (1 Bag)	Lime powder for boundary and field markings
9	Fuel Fee	• Petrol: 15 Liters • Mobil Engine Oil	Fuel for ground preparation, transport, and generator backup
10	Football (Match Balls)	3 Pcs Total • 1 Pc Adidas Trionda • 2 Pcs Nivia Dominator X Size 5	Official match balls (Adidas Trionda stored after event; Nivia Dominator X for regular games & practice)
11	Medical & First Aid Kit	• Volini Spray (55g) × 8 • Volini Cream (30g) × 2 • Aceclofenac Painkiller × 2 strips • Dolo 650 Paracetamol × 2 strips • Pan 40 Gas Tablet × 2 strips • Cotton 100g Roll × 1 set • Gauze Bundle × 5 pcs • Savlon/Dettol(100ml) × 1 • Bandages × 10 pcs • Leucoplast 1-inch Tape × 2"	Complete pitch-side medical support including pain relief sprays, painkillers, antiseptic, cotton, gauze, and bandages

12	Banners	2 Pcs Total 1 Pc 8 × 6 ft Landscape (300 GSM flex) 1 Pc 6 × 4 ft Portrait (120 GSM flex)	Heavy-duty flex banners for backdrop and event branding
13	Stationery & Tape	• Thick White Tape × 2 pcs • Safety Pins / Ceptipin × 1 set	Adhesive white tape and safety pin sets
14	Tiffin & Refreshment	• Referees: 4 persons × 2 days lunch (Rs.800) • Volunteers: 25 persons × 2 days packets (Rs.2750) (Each packet: Kato Gluco, Banana, Egg, Bhujia, Frooti)	Lunch and daily refreshment packets for referees and student volunteers across 2 tournament days



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