



GOVERNMENT GENERAL DEGREE COLLEGE SINGUR

OFFICE OF THE PRINCIPAL
HIGHER EDUCATION DEPARTMENT
GOVERNMENT OF WEST BENGAL

Affiliated to The University of Burdwan & Approved by UGC under Section 2(f) & 12(B) of UGC Act, 1956

Accredited with NAAC (1st Cycle) Grade-B+

At: Jalaghata, PS & PO. : Singur, Dist : Hooghly, West Bengal, PIN : 712409

Website : <https://singurgovtcollege.org> ; E mail: oicsingur@gmail.com; Contact : 033-26300126

ESTD: 2013

TENDER NOTICE

No. 176/25/GGDCS

Date: 20/12/2025

Sealed Quotations are invited from the reputed Website Maintenance Service provider/Agencies for the following works by the Principal, Govt General Degree College Singur, at Jalaghata, PO. & PS.-Singur, Dist. Hooghly, West Bengal-712409.

Details of Works: College Website Maintenance along with Domain Hosting.

##Website maintenance must be included documents uploading by the Service provider/Agencies.

Last date of submission of Sealed quotations along with all relevant papers should reach to the Office of the Principal, Government General Degree College Singur at Singur is as follows:

Last date of Submission	05/01/2026
Opening of Tender Box & Quotations	07/01/2026 [1 PM]

Quotations will be opened in the presence of the College's Tender & Purchase Committee members.

Detail Terms and Conditions etc. are as follows: -

1. Sealed Quotations have to be submitted and dropped in the specified Tender Box kept at the College main entrance. The authority has every right to cancel any Quotation without stating any reasons.
2. Preference will be given to the Service Providers/agencies who will maintain website and upload documents/data as per our requirements time to time without extra charges.
3. Tender Box will be available at the Office of the Principal, Govt General Degree College Singur during Office Hours in week days as well as during Holidays from 10:00 AM to 5:00 PM daily.
4. Typed Quotations/Tenders without Seal will not be entertained.
5. All Quotations are to be valid till 5:00 PM on **05.01.2026**.
6. Photocopy of PAN Card in the name of the Organization or Proprietor, Copy of Income Tax Return for the Current Assessment year, GST Certificate with copy of current return and copy of company registration certificate, updated trade license from the local authority should be enclosed, in case the PAN Card is in the name of the proprietor, copy of the certificate from the proper Authority regarding proprietorship should also be enclosed.

Sd/

Principal
Govt General Degree College Singur

7. In case of inability of the Agency/Service Provider selected as L1 for Website Maintenance due to some unavoidable circumstances, then L1 bidder must inform the same in written in their Official Letter Head along with designated signature and seal to the Principal, GGDC Singur within 7 days after receiving work order, in such case the order will be cancelled and it will be given to the next eligible L2 Bidder.

8. No Tender Quotations will be accepted by Hand.

10. Payment of bills will be made as per Govt. Rules.

11. Any ambiguity in the Quotations/Tenders will be automatically cancelled without any information.

12. **The College Authority has all rights to cancel the whole process of Tender at any stage.**


(DR. SUBHASIS PANDA)

PRINCIPAL
Govt. General Degree College, Singur
Higher Education Department
Govt. of West Bengal
Singur, Hooghly-712409

PRINCIPAL
Govt General Degree College Singur

Copy forwarded to:

1. Tender & Purchase Subcommittee, GGDC Singur.
2. Website Maintenance subcommittee, GGDC Singur.
3. IQAC Coordinator, GGDC Singur