

Assam University: Silchar

Notice Inviting Tender

No: AUS/CC/2013/43/

Dated: 10/12/2015

Item wise sealed tender (in two bid system) are invited from experienced and financially sound agencies/contractors having valid Registration and appropriate license for the following work at Assam University, Silchar. Tender document can be obtained from the Computer Centre or may be downloaded from www.aus.ac.in. Demand Draft of Rs. 1000/- in favour of Finance Officer, Assam University, Silchar, payable at Silchar, to be submitted along with the bid as bid processing fees.

Name of the Work	Estimated Cost	Time of Delivery and Testing of Items.	EMD/ Call Deposit	Last date & time for submission of the Tender	Date & timing of opening of the Tender
Tender for supply of Networking Inventory at Computer Centre	Rs. 4,78,500.00	Four Weeks	Rs. 5000/-	12.01.2016 1 pm	12.01.2016 2 pm

The University reserves every right to accept or reject any or all tender without showing any reason whatsoever.

Note: The date of Submission and Opening of the Tender shall be on the following working day in case 12.01.2016 become a non-working day due to the strike, road-blockade etc.

Sd/-

Director, Computer Centre



ASSAM UNIVERSITY, SILCHAR

OPEN TENDER NOTICE NO. AUS/CC/2013/43/

DATED: 10/12/2015

FOR SUPPLY OF NETWORKING INVENTORY AT COMPUTER CENTRE.

NOTIFICATION NO.	: AUS/CC/2013/43/
DATE OF ISSUE	: 10/12/2015
BID CLOSING TIME AND DATE	: 12/1/2016 within 1 p.m.
APPLICATION FEE FOR SUBMITTING TENDER	: Rs. 1,000.00 (in DD)
SCHEDULE OF EQUIPMENTS	: AS PER ANNEXURE- A

Tender must be submitted in two parts (Part-I: Technical Proposal, Part –II: Financial Proposal) in separate envelopes. These two envelopes may be put into a sealed envelope, superscripting therein “Tender No., Bid Closing Date, Bidder’s name etc.” and dropped in the tender box placed at Estate Section of **Assam University, Silchar – 788011** on or before 1 p.m. on 12/1/2016. Under no circumstances tender will be accepted after the due date and time of closing. For details please visit University website www.aus.ac.in. Corrigendum, addendum or dedendum, if any, shall be published in the university website only and prospective bidders may visit University website before submission of bid/tender.

Sd/-

**Director, Computer Centre
Assam University, Silchar- 788011**

TERMS AND CONDITIONS FOR SUBMISSION OF TENDER FOR SUPPLY OF NETWORKING INVENTORY AT COMPUTER CENTRE.

1. Only Manufacturers/Distributors/Authorized Dealer (Herein after called the Vendor) of reputed brands having wide experience in dealing with items at Annexure 'A' only may submit the tenders. Tender is to be submitted in a sealed envelope superscribing **“Tender for supply of Networking Inventory at Computer Centre”** and also Tender No. with last date of submission is also to be mentioned.
2. The party must have experience in supply& installation of such items in Govt. organization /Public Sector Enterprises and Universities etc. with at least three years of experience and also have networking project experience in educational institutions. Certificate in this regard from the responsible officer of that organizations with contact no., e-mail address etc is to be submitted.
3. The manufacturer having ISO 9002 certificate or similar certification would be preferred.
4. The party must submit the latest Income tax, PAN card & Sales tax clearance certificates with the tender.
5. The tender should be submitted in a sealed envelope superscribed as **“TENDER FOR SUPPLY OF NETWORKING INVENTORY AT COMPUTER CENTRE”** addressed to the Registrar, Assam University, Silchar.
6. The tender should be accompanied with a EMD/Call Deposit of Rs. 5,000/- (Five Thousand) from any nationalized bank pledged in favour of the Finance Officer, Assam University, Silchar as earnest money. Earnest money of the bidders will be released after finalization of the deal.
7. The Bidder must be the Authorized Partner of the Active Components (i.e. Switch) OEM make and should produce a Letter of Authorization from the OEM. Any bids without the same would be rejected on the spot.
8. Being an educational institute, Assam University, Silchar is entitled for Custom and Central Excise duty exemption for procurement of scientific equipment etc. The interested Party while quoting rates should indicate the Excise duty component and tax component separately.
9. The bidders shall have to submit their tenders within 1 p.m. of 12/1/2016 at Estate Section of Administrative building, Assam University, Silchar. No tender will be entertained after the scheduled time and date of submission of tenders. The same will be opened on 12/1/2016 at 2 p.m.
10. A committee of experts constituted by the University authority will check the technical and financial implications of each tender to prepare the panel of successful tenders.

11. The successful bidder after receipt of the supply order has to deposit 2.5% of supply order value in the form of FDR/BG from any nationalized bank in favour of Finance Officer, Assam University payable at Silchar as security deposit along with the confirmation of acceptance of the Supply Order. The security deposit will be released only after the completion of warranty period.

12. The standard manufacturer's warranty period for equipment should be at least 3 years from the date of installation. In case vendor wishes to quote for manufacturers extended warranty period it should be quoted separately.

13. The rate quoted for equipment should be for the items & specification as mentioned in the list. If party wishes to quote for a higher/superior specification, it must be separately stated along with proof that the specification is higher/ superior. In no case party should quote for lower/inferior specification otherwise tender will not be considered.

14. The interested party while quoting rates should include excise duty component and tax component if applicable and indicate the applicable percent or amount of excise duty component and tax component separately.

15. A Committee constituted by the University authority will check the technical and financial implications of each tender to prepare the panel of successful Tenders.

16. No request for advance payment shall be entertained in any circumstance. After completion of the Supply and Testing, the firm will submit bills in triplicate for payment, with a certificate of successful delivery and/or installation of the materials from the Director, Computer Centre.

17. The receipt copy of Challan (original) shall have to be submitted along with triplicate bill for payment.

18. The consignment is required to be sent to **Director, Computer Centre of Assam University, Silchar Campus** under vendor's own arrangement free of any additional charges. In case of damage or loss in transit, if any will be borne by the vendor.

19. The equipment/tools are required to be delivered/dispatched within Four Weeks from the date of receipt of the supply order .Time of supply shall be extended only after receiving written request from supplier on genuine ground and in extreme cases. Suppliers are requested to take care that all the items mentioned in annexure are to be supplied in full set basis as per specification and the items are required to be tested and if needed to be installed. User's manuals and software are also to be provided along with the items supplied where applicable.

20. Special discount/rebate admissible to Educational Institution/Central University may be specifically indicated in the quotation.

21. Tenders not conforming to the terms and conditions and procedure so outlined are liable to be rejected summarily. University reserves the right to reject any or all tender at any time without assigning any reasons thereof.

22. ISI Marks: The tenders shall specify whether the articles offered bear bureau of Indian Standard Certification mark or not. In such cases they shall produce copies of certification mark along with their tender in support of it. Also specific make and model No. of the equipment is to be mentioned.

23. The following updated documents should also accompany with the tenders:

- (a) Trade Licence
- (b) Income tax clearance certificate
- (c) PAN Card
- (d) Sale Tax clearance certificate
- (e) CST/VAT clearance certificate if quoted in the tender for CST/VAT.

24. The successful bidder shall have to provide on site warranty support for at least 3 years from the date of successful supply and testing. If any breakdown ,non –functioning or malfunctioning of the machine occurs during the warranty period, the supplier shall have to attend to the complain within 24 hours (or in next working day in case of holidays) after receiving verbal /written /e-mail complain and will make the machines functional free of cost .In case the system has to be taken out of the University campus, the bidder should provide a stand by support system /peripheral with same or higher /new configuration / specification. If the vendor/supplier /bidder fail to attend to the breakdown calls made within the warranty period, a portion or whole of the security Deposits as decided by the University shall be forfeited.

25. All the terms and condition of NIT document should be signed and submit by the vendor. Any bids without the signature would be rejected on the spot.

26. If there be any dispute, it will be referred to an arbitrator to be appointed by the University for his Decision and award. The award or decision of the arbitrator shall be final and binding on both the parties.

27. Civil Court shall have no jurisdiction to entertain any dispute regarding this tender.

Those tenderers, who accept the above terms and conditions, may submit their tenders in the prescribed format along with all relevant documents / brochures in the Tender Box in the Estate section of the Administrative building of Assam University, Silchar on or before the stipulated date. The tenderer must also submit a certificate in their official letter head duly signed and sealed stating that all the above terms and conditions are acceptable to them.

Sd/-

Director, Computer Centre

Dated. 10/12/2015

Memo No.: AUS/CC/2013/43/

Copy to:

1. PS to VC for kind information to Hon'ble Vice Chancellor
2. The Registrar for kind information
3. The Finance Officer for kind information
4. File

Sd/-

Director, Computer Centre



Part A-General Instruction

Check-list

Please arrange all relevant documents in the following order:

SI No	Item	Yes/No
1	Application fee of Rs.1000/- in form of Demand Draft in favour of Finance Officer, Assam University: Silchar .	
2	EMD of Rs. 5000/- in the form of Call Deposit in favour of Finance Officer, Assam University:	
3	Authorization letter from OEM(in original)	
4	Self attested xerox copy of Certificates as proof of working experience from previous organizations.	
5	Self attested xerox copy of Trade License	
6	Self attested xerox copy of IT Return of last three Financial Years	
7	Self attested xerox copy of PAN Card	
8	Self attested xerox copy of CST/VAT Clearance Certificate if quoted in the tender	
9	Declaration from the bidder in their official pad stating that all the terms and conditions are acceptable .	
10	Signature in all the pages of the tender document & duly stamped.	

Sd/-

Director, Computer Centre
Assam University Silchar

Annexure – (A)

List of the Networking Inventory Items

Sl.No	Items Name	Details of Specifications	Qty
1	L2 Manageable 24 Gigabit port 10/100/1000 Switch	The Switch should have 24 X 10/100/1000 Ports with 2 GE SFP uplink ports and should be populated with compatible 2*1 Gig SFP module	8 nos.
2	24 Port Non-Manageable Switch		5 nos.
3	8 Port Non-Manageable Switch		5 nos.
4	Networking Cables	Cat 6A UTP or higher standard	3 nos.
5	Networking I/O Box		50 nos.