

Assam University: Silchar

Notice Inviting Tender

No: AUL/LA/32/15 (part-2)

Dated: 01.02.2017

Item wise sealed tender under Two Bid System (Technical Bid and Financial Bid) are invited from genuine suppliers of reputed brand of Personal Computer having valid Registration, experience of supplying such equipments in Government Institutions with appropriate license for supply of the following items at Assam University, Silchar. **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	Time of Delivery and installation.	EMD/ Call Deposit	Last date & time for submission of the Tender	Date & timing of opening of the Tender
Tender for supply of 20 no of Personal Computers+ 2 Laser Printer(s) in Central Library.	Four Weeks	Rs. 5000/-	22.02.2017 1 pm	27.02.2017 2 pm

Technical Specification (AS given in Annexure-1)

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 15.10.2015 become a non-working day due to the strike, road-blockade etc.

Librarian, Central Library





ASSAM UNIVERSITY, SILCHAR

OPEN TENDER NOTICE NO. : AUL/LA/32/15 (part-2) Dated: 01.02.2017

FOR SUPPLY OF Personal Computers (20 No) + 2 Printers AT CENTRAL LIBRARY

1. NOTIFICATION NO. : AUL/LA/32/15 (part-2)
2. DATE OF ISSUE : 1st February, 2017
3. BID CLOSING TIME AND DATE : 22nd February, 2017 (1 PM)
4. APPLICATION FEE FOR SUBMITTING TENDER : Rs. 1,000.00 (in DD)
5. SCHEDULE OF EQUIPMENTS : AS PER ANNEXURE- A

Tender must be submitted in a sealed envelope, superscripting therein **TENDER FOR PURCHASE OF PERSONAL COMPUTERS & Printers** “Tender No., Bid Closing Date, Bidder’s name etc.” and submitted to Librarian, Central Library, **Assam University, Silchar – 788011** on or before 1 p.m. on **22.02.2017**. 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. **The envelopes for Tender Fees, Technical Bid and Financial Bid should super scribe clearly on the envelope.**

**Librarian, Central Library
Assam University, Silchar- 788011**

A handwritten signature or stamp in black ink, appearing to be a stylized signature or the word 'Assam' with a flourish underneath.

**TERMS AND CONDITIONS FOR SUBMISSION OF TENDER FOR SUPPLY OF
Personal Computer(s) [20] AT CENTRAL LIBRARY.**

1. Only Manufacturers/Distributors/Authorized Dealer (Herein after called the Vendor) of reputed brands having wide experience in dealing with items at Annexure '1' only may submit the tenders. Tender is to be submitted in a sealed envelope super scribing "Tender for supply of Personal Computers (20) & Printers (02) in Central Library" and also Tender No. with last date of submission is also to be mentioned.
1. The Vendor(s) must have at least three years of experience in supply & installation of such items in Govt. organization /Public Sector Enterprises and Universities etc. with Certificate in this regard from the responsible officer of that organizations with contact no., e-mail address etc is to be submitted.
2. The manufacturer having ISO 9002 certificate or similar certification would be preferred.
3. The Vendor(s) must submit the latest Income tax, PAN card & Sales tax clearance certificates with the tender document.
4. **The tender should be accompanied with a BG/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 bidder will be released after successful installation.**
5. The Bidder must be the Authorized Partner of the manufacturer and should produce a Letter of Authorization from the Original Equipment Manufacturer (OEM). Any bids without the same would be rejected. EMD of unsuccessful bidder shall be released within 02 (two) months after issue of supply order to the successful bidders.
6. Being an educational institute, Assam University, Silchar is entitled for Custom and Central Excise duty exemption for procurement of scientific equipment etc. The interested Vendor(s) while quoting rates should indicate the Excise duty component and tax component separately.
7. The bidders shall have to submit their tenders within 1 p.m. of **22nd February, 2017** at Central Library, Assam University, Silchar. No tender will be entertained after the scheduled time and date of submission of tenders. The same will be opened on **27th February, 2017** at 2 p.m.



8. 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.
9. The successful bidder after receipt of the supply order has to deposit 5% of supply total 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.
10. The standard manufacturer's warranty period for equipment should be at least 3 years from the date of installation plus additional two years' Care Pack. In case vendor wishes to quote for manufacturers extended warranty period it should be quoted separately.
11. The rate quoted for equipment should be for the items & specification as mentioned in the list. If Vendor(s) 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 Vendor(s) should quote for lower/inferior specification otherwise tender will not be considered.
12. The interested Vendor(s) 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.
13. During Opening of tender only representative duly authorized by the agency / contractor will be allowed to be present.
14. The supply and installation of items will have to be done mandatorily within one month from the issue of supply order.
15. The University does not bind itself to accept lowest tender and reserves the right to reject any or all the tenders received without assigning of any reason thereof. All tenders in which any of the prescribed condition is not fulfilled or any condition put forth by the tenderers, shall be summarily rejected.
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 Librarian, Central Library.
17. The receipt copy of Challan (original) shall have to be submitted along with triplicate bill for payment.

A handwritten signature or stamp in black ink, appearing to be 'ASMS' with a large, stylized 'A' and 'S'.

18. The consignment is required to be sent to Assam University under supplier's own arrangement free of additional charges. In case of damage or loss in transit, if any will be borne by the supplier.
19. The consignment are required to be delivered/dispatched and installed 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 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:**
 - i. Trade Licence**
 - ii. Income tax clearance certificate**
 - iii. PAN Card**
 - iv. Sale Tax clearance certificate**
 - v. 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. 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.

A handwritten signature or stamp in black ink, appearing to be the name 'Assam' written diagonally across the page.

26. Civil Court shall have no jurisdiction to entertain any dispute regarding this tender.
27. No Telex/ Tele fax/ Telegram/ E-mail of the Techno-Commercial and Price bids will be accepted. The University is not responsible for Postal/ Courier delays. The parties have to ensure the receipt of bids well in time.
- 28. The Tenderers has to submit a signed statement whether the item quoted is/are matching the specifications specified in Annexure-1 or NOT.**
29. Those tenderers, who accept the above terms and conditions, may submit their tenders in the prescribed format along with all relevant documents / brochures to Librarian, Central Library 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.

A handwritten signature or stamp in black ink, appearing to be a stylized name or initials, possibly 'ASMS', written diagonally.

A. Personal Computer (20 Number) with Wifi enabled motherboard

Processor: Intel® Core™ i7 or higher

Operating System: Windows (Latest version) preinstalled with media

Memory: 8 GB DDR3 SD RAM or higher; 1600 MHz- 1x2 GB or higher

Hard Drive- SATA Hard Drive, 1 TB or higher

Monitor: 19" Widescreen flat panel monitor

Optical Drive: HH SATA Tray Load DVD + RW+ 4 or more USB ports

Keyboard and Optical Mouse (USB)- included

Antivirus: QuickHeal or Standard Antivirus with five year validity

Warranty: 3 years on site plus 2 Years care Pack (parts + labour)

B. Laser Printers (2 Number) –

1. Multi-utility Printer with Print, Scan and Copying Facility
2. Duplex Printing: Automatic
3. Scanning resolution: 300- 600
4. Multi-tasking support with USB connectivity
5. Paper tray with A-4 Feeder and capable of printing labels
6. Printing Technology- Laser
7. Print Speed- 25-30 pages per minute
8. Grey Scale level- 250-300

A handwritten signature or mark, possibly 'A. S. M. S.', written in black ink and underlined.