



SAMBALPUR UNIVERSITY

(NAAC Accredited with 'A' Grade)

JYOTI VIHAR

BURLA-768019, SAMBALPUR

ODISHA

No. 059 /18-19/e-Gov.

Dt: 13/10/2018

Tender Call Notice

Sealed quotations are invited from Original Equipment Manufacturers (OEM), suppliers and authorized agencies for "**Supply and Installation of Computers and accessories (Keyboard, Mouse & necessary cords) at Sambalpur University**". The terms and conditions and the detailed specification of the items can be downloaded from the University website i.e. www.suniv.ac.in or can be obtained from the office of the e-Governance Nodal Centre, Sambalpur University in every working day during office hour (11:00 AM to 05:00 PM) only. Interested Original Equipment Manufacturers (OEM), suppliers and authorized agencies may visit the University Campus at their convenience for site verification /survey and accordingly submit their offer along with the copies of valid GST Registration Certificate, PAN and latest Income tax Return Certificate and experience if any, the relevant documents to "**The Registrar, Sambalpur University, Jyoti Vihar, Burla-768019**" by **Registered/Speed Post only by 12:00 PM of Dt. 27/10/2018** and the tender will be opened on the same day at 03:30PM in presence of the authorized representatives of the firms. All the documents should be enclosed with a sealed envelope which must be superscripted as "**Supply and Installation of Computers and accessories (Keyboard, Mouse & necessary cords) at Sambalpur University**".

S. Nayab
Registrar
13/10/18

Memo No. 060 (2) /18-19/e-Gov.

Dt: 13/10/2018

Copy forwarded to,

1. The Editor, The Sambad, Bhubaneswar, Odisha and the Editor, Express Publication (Madurai) Limited, Bhubaneswar to kindly publish the notice in one issue on or before 17/10/2018 and submit the bills in duplicate along with the issue of the daily news paper where the quotations call notice have been published.
2. The Director, e-Gov. Nodal Centre to up lode in website for wide circulation

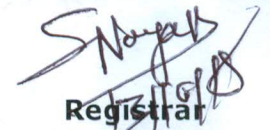
S. Nayab
Registrar
13/10/18

**Terms and conditions for Supply and installation of Computers and accessories
(Keyboard, Mouse & necessary cords) at Sambalpur University**

General Terms and Conditions:

1. The bidder must be a registered company/firm.
2. The bidder must be an Original Equipment Manufacturers (OEM) or an authorized agency of OEM. The authorized agency must submit the valid Authorization Certificate to this effect.
3. The bidder will be allowed to bid in Indian Rupees only. The quoted amount should include GST, labour charge (loading/unloading) and transportation charge. No additional cost will be entertained at later on stage.
4. The bidder must have valid GST Registration Certificate, PAN and latest **GST & Income tax Return Certificate**.
5. The bidder has to submit an EMD amounting to 2% of the total quoted amount in shape of Demand Draft drawn in favor of Comptroller of Finance, Sambalpur University, payable at SBI, Jyoti Vihar, Burla.
6. The bidder should possess minimum three years experience in the relevant field of marketing of Desktop Computers.
7. The bidder should have sold the similar product to any Government Organization/PSU. Evidence for having supplied Desktop Computers to Central Government departments/Public Sectors undertaking in the last three years.
8. The bidder should have facility to organize/provide after sales service on site support at Sambalpur University.
9. The firm/OEM must be ISO certified.
10. The bidder may please note that the tender once submitted will not be altered after expiry of the dead line for receipt of tender till the date of validity of tenders and if they do so, their EMD will be forfeited. Completed Tender Document should not have any scope of ambiguity, cutting or overwriting. For inadvertent mistake, if any, the tenderer must strike through erroneous figure/word and legibly write the correct figure/word and it must be authenticated with dated signature of the tenderer. Tender for items of lower configuration than specified above will summarily be rejected.
11. The bidder must be the authorized channel partner or authorized distributor of OEM only. The bidder has to submit an Authority Letter from the OEM against this tender.
12. Bidders must be able to supply the entire material with installation within four weeks from the date of receipt of supply order.
13. The desktop computers supplied should have functional guarantee for three years from the date of final acceptance.
14. Security deposit of 5% of successful bidder to be deducted from the on account bill. The security deposit amount will be forfeited if the work is not satisfied during the guarantee/warranty period.
15. The suppliers will replace the defective material, free of cost, if noticed within the Guarantee/Warranty period. The warranty Certificate, as per specimen enclosed as ANNEXURE-III, is also to be submitted duly signed along with the tender. The warranty will be valid for a period of three years after the date of final acceptance. In case of any break down during the warranty, the period of warranty shall get extended for the period for which the machine remained out of service. The successful bidder has to submit the OEM warranty card with the machines at the time of supply.

16. The operating system so stated in the specifications must be installed before the personal computers are handed over and the CD of the operating system and the supporting drivers be provided along with each computer.
17. Installation and working demonstration of all the material supplied shall be the responsibility of the bidder.
18. If a firm which is awarded the contract violates any of the terms and conditions, it shall be black listed and its EMD shall be forfeited.
19. If the supplier fails to supply the materials as per orders in due time the EMD will be forfeited.
20. The Price of the item & taxes should be quoted separately.
21. The party / supplier while supplying should adhere to the quality of the article for which quoted.
22. Goods should be delivered and installed at all the sections at University at their own cost & risk.
23. Any dispute arising out of transaction shall be subject to the jurisdiction of Odisha high Court.
24. All the documents should be enclosed with a sealed envelope and must be superscripted as "**Supply and installation of Computers and accessories (Keyboard, Mouse & necessary cords) at Sambalpur University, Quotation No. _____ dated _____**" and addressed to **The Registrar, Sambalpur University, Jyoti Vihar, Burla-768019.**
25. The University shall have the rights to alter, modify or delete any term or condition before placing any order.
26. The competent authority reserves the right to cancel the tender without assigning any reason thereof.



Registrar

Sambalpur University

Annexure – I

Specification of Items for Supply of Computers and accessories (Keyboard, Mouse & necessary cords) at Sambalpur University

Processor	Intel Core i-5-7500U 7 th Gen, 2.5GHz
RAM	4GB DDR4 RAM
HARD Drive	1TB 7200RPM SATA HARD Drive
Display	21.5 inch Screen, Intel HD 620 Graphics
Operating System	Windows 10 Pro, 64 bit
Application Software	Microsoft Office 2016 pro
Ports	3 or more USB 2.0 and 2 or more USB 3.0
Chipset	Q/B or Higher (Q series Business Version)
Keyboard	Type USB
Mouse	Type USB

Annexure – II

Financial Bid

SL NO	ITEM	QTY	Unit Rate (in Rs)	Total Price (in Rs)	GST (in Rs)	Gross Amount (in Rs)
(1)	(2)	(3)	(4)	(5=3*4)	(6)	(7=5+6)
1	Computers and accessories (Keyboard, Mouse and necessary Cords)	50				
					Total	

In Word: -

Seal and Signature of the authorized vendor

WARRANTY CERTIFICATE

We warrant that everything to be supplied by us hereunder shall be brand new, free from all defects and faults in materials workmanship and manufacture and shall be of the highest grade and quality and consistent with the established and generally accepted standard for material of the type ordered, shall be in full conformity with the specifications/drawings of samples, if any and shall operate properly. We shall be fully responsible for its efficient operation.

In case of any latent defect or inconsistency due to poor manufacturing/repair and overhaul of the equipment or defective supply not confirming to the specification, if observed at the time of final inspection and thereafter within three years from the date of acceptance, we undertake the guarantee to repair /supply of free of cost the defective items upto the final destination and the inland expenses, borne by the indenter, will be at our cost.

This warranty shall survive inspection and payment for and acceptance of the goods but shall expire three years after their successful acceptance by the purchaser.

SEAL of manufacturer/supplier Enterprises.

Date:

Signature _____

Name & Address of Manufacturer/Supplier