

TENDER DOCUMENT

FOR

PROCUREMENT OF COMPUTER DESKTOPS, MULTIFUNCTION PRINTERS, NETWORK PRINTERS, ELECTRONIC LECTURN/ PODIUM, VISUALIZER, INTERACTIVE LED TOUCH SCREEN, MULTIMEDIA PROJECTORS, MOTORIZED SCREEN & CEILING MOUNTKIT FOR PROJECTORS



KURUKSHETRA UNIVERSITY, KURUKSHETRA-136119

TENDER DOCUMENT

Sealed Tenders superscribed “Tender for Procurement of computer desktops, multifunction printers, network printers, electronic lecturn/ podium, visualizer, interactive led touch screen, multimedia projectors, motorized screen & ceiling mount kit for projectors at K.U. Kurukshetra ” in the prescribed form are invited by Registered Post/ Speed Post from reputed firms at Kurukshetra University Kurukshetra as mentioned in Technical Bid.

This tender document consists of four parts –

Section-1: **GENERAL INFORMATION AND INSTRUCTIONS**

Section-2: **SCOPE OF WORK**

Section-3: **EVALUATION CRITERIA**

Section-4: **PAYMENT TERMS**

The tender document is available on the website www.kuk.ac.in and can be downloaded w.e.f. 27-07-2016.

Firms are required to submit their duly filled in sealed tender document superscribed “Tender for Procurement of computer desktops, multifunction printers, network printers, electronic lecturn/ podium, visualizer, interactive led touch screen, multimedia projectors, motorized screen & ceiling mount kit for projectors at K.U. Kurukshetra ” complete in all respect to reach the Director, Information Technology Cell, (IT Cell) Room No. 11, Deans’ Building, K.U, Kurukshetra on or before 03-08-2016 by 1.00 P.M. alongwith a Bank Draft in favour of Registrar, Kurukshetra University, Kurukshetra payable at Kurukshetra for Rs. 1000/- as tender document fee (non refundable)

The sealed envelopes containing “Technical Bids” shall be opened on 03-08-2016 at 3.00 P.M. in the Committee Room, adjacent to Registrar Office, K.U.Kurukshetra If bids opening day is a government holiday, then the bids shall be opened on next working day at the same time. Maximum two Representatives of each may participate at the time of opening of the technical bids. Those whose bids are accepted may be asked to give presentation of their quoted items on 12-08-2016 at 11.00 A.M. if desired by the committee.

Financial bids for responsive bidder shall be opened on 16-08-2016 at 3.00 P.M.

SECTION I: GENERAL INFORMATION AND THE INSTRUCTIONS TO BIDDERS

1. The Bids are invited from reputed firms. Firms should be authorized supplier/ service provider of the quoted item/ work and should submit the relevant documents/ certificates.
2. The bidder should have experience of supplying such items and will have to furnish details of previous supplies to Govt. departments in last three years 2013-14, 2014-15, 2015-16.
3. The firm whose sales turnover is not less than 2 Crore (Rupees Two Crores) per annum in the past three years for supply of items as mentioned in the scope of work are eligible to apply. The firm should submit copies of supporting documents to prove this condition for the years 2013-14, 2014-15, 2015-16.
4. The firm shall provide all relevant records required i.e., Income Tax Return Certificate/ PAN, Commercial Tax Clearance/ VAT certificate and other taxes whichever are applicable.
5. Bid offer shall remain valid for a period not less than 90 days after the deadline date specified for submission.
6. The Bids submitted by the firms should be valid for a minimum period of one (1) Year from the date of opening of tender and the prices should be valid for a minimum period of one (1) Year from the date of issue of the purchase order or execution of purchase agreement.
7. All duties, taxes and other levies including the transportation expenses are payable by the supplier/ Agencies/ company/ service provider/ solution providers and shall be included in the total price.
8. Each bidder shall submit only one quotation in the format supplied with the tender document. Bidder submitting more than one quotation for the same package will not be entertained. All the columns and requisite information must be filled in the supplies format.
9. Firms have to enclose an EMD of amount as per Clause 25 of Section I along with “The Technical Bid” duly signed and stamped in the form of account payee bank draft issued by any nationalized bank at Kurukshetra in favor of the Registrar, Kurukshetra University, Kurukshetra payable at Kurukshetra, in a separate envelope as part of technical bid. EMD shall be valid for a period of 90 days. **The tenders without EMD shall be summarily rejected.** The EMD of unsuccessful bidders shall be returned without interest after award of contract to the successful bidder. The EMD stands forfeited in case the firm withdraws his bid after submission of tender document.
10. The tender in “**Two Bid**’ document should be submitted in two separate cover;

| | |
|----------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Technical Bid | Should contain all the relevant information and desired enclosures in the prescribed format along with Earnest Money Deposit (EMD) and tender document fee |
| Financial Bid | Should contain only commercial information. |

Both covers be placed in sealed bigger envelop. In case, any bidder encloses the financial bid with in technical bid, the same shall be rejected summarily.

11. Both covers (Technical bid and Financial bid envelopes) be placed in sealed bigger envelope and marked with the bidder's name. The tender complete in all respect, as prescribed in the tender document, downloaded from the K.U. website, should be sent through Registered Post/ Speed Post to the Director, Information Technology Cell, (IT Cell) Room No. 11, Deans' Building, K.U, Kurukshetra on 03-08-2016 by 1.00 P.M failing which tender will not be accepted.
12. The Tenders should be typewritten or handwritten and there should not be any overwriting or cutting. Correction, if any, shall be made by neatly crossing out, initialing, dating and rewriting. The bidder's name and signature of authorized person should appear on each page of the application. All pages of the tender document shall be numbered and submitted as a package along with forwarding letter on agency's letter head.
13. Reference, information and certificates from the respective clients certifying technical and execution capability should be signed and the contact numbers of all such clients should be mentioned. The University may also independently seek information regarding the performance from the clients and visit referred customers' consortium partner in India/Abroad at bidder cost.
14. The firm is advised to attach any additional information, which he thinks is necessary in regard to his capabilities to establish that the bidder is capable in all respects to successfully supply the items/ complete the envisaged work. He is however, advised not to attach superfluous information. No further information will be entertained after tender document is submitted.
15. Even though firm may satisfy the qualifying criteria, it is liable to disqualification if it has record of poor performance or not able to understand the scope of work or black listed earlier by any University in any earlier projects.
16. **Amendment of Tender Document:** At any time before the deadline for submission of tender, KU may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective firm, modify the Tender document by amending, modifying and/or supplementing the same. All prospective firms shall be notified of any amendments on KU web site and all such amendments shall be binding on them without any further act or deed on KU's part. The prospective firms are advised to periodically browse university website www.kuk.ac.in to find out any further corrigendum / addendum / notice published with respect to this tender. In the event of any amendment, KU reserves the right to extend the deadline for the submission of the bids, in order to allow prospective Bidders reasonable time in which to take the amendment into account while preparing their bids.
17. The successful firm shall have to submit a performance Guarantee (PG) of an amount equal to the 5% of the total ordered value to the firm in the form of account payee bank draft issued by a nationalized bank in favour of Registrar, Kurukshetra University, Kurukshetra payable at Kurukshetra with in 15 days (fifteen days) from the date of issue of work order /letter of Acceptance (LOA). The performance security will be refunded only after 180 days from the successful installation of the items/ execution of the work.

The performance security deposit shall be forfeited in case any terms and conditions of the agreement etc. to be signed at the time before the release of the purchase order to the successful bidder is infringed or the bidder fails to complete the supply the order in time.

18. Firm will supply and deliver the materials at Kurukshetra University, Kurukshetra. The delivery time will not be more than 45 days.
19. 100% Payment for the supply/ work against the purchase order shall be made after the successful supply and installation/ completion of the work report.
Payment shall be released on receipt of the original bills in triplicate complete in all respect
20. Any tender submitted by telex/telegrams/fax/email will not be considered. No further correspondence will be entertained on this matter.
21. KU will not be responsible for any delay in obtaining the tender document by the bidder from KU or submission of the completed tender document to KU.
- 22. There is no exemption from payment of tender document fees and tenders without requisite fees shall not be accepted**
23. All disputes arising shall be subject to the jurisdiction of appropriate court of Judicial Magistrate, Kurukshetra alone and shall be governed by the law of India
24. The actual number of items mentioned in scope of work may increase or decrease depending upon the latest requirement by the user departments/ offices/ institutes.
- 25. EMD payments for different items as per scope of work**

| S.No | Name of Item | Amount for EMD (in Rs.) |
|------|---------------------------------------------------------------------------|-------------------------|
| 1 | Computer Desktops i5 | 5,00,000/- |
| 2 | Multifunctional Printer (Printer/ copier/ scanner) | 20,000/- |
| 3 | Network Printer MFP Laser Technology | 15,000/- |
| 4 | Computer Desktops i7 | 16,500/- |
| 5 | Electronic Lecturn/ Podium | 1,35,000/- |
| 6 | Visual Presenter/ Visualiser | 18,000/- |
| 7 | Interactive LED Touch Screen | 12,000/- |
| 8 | LED Multimedia Projector with wireless connectivity and ceiling mount kit | 50,000/- |
| 9 | LCD Multimedia Projector with wireless connectivity and ceiling mount kit | 49,500/- |
| 10 | Motorized Screen with remote | 22,500/- |

SECTION 2

SCOPE OF WORK

SUPPLY OF THE FOLLOWING ITEMS:

Item No. 1: Computer Desktop i5

| | Name of Item | Quantity | |
|-------|-----------------------------|------------------------------------------------------------------------------------|----------|
| | Computer Desktops i5 | 536 | |
| S.No. | Specifications | Detail Specification | Quantity |
| 1. | Processor | Intel Core i5 3 rd Generation or higher | |
| 2. | Memory | 4 GB DDR-III or 4GB DDR IV 1600 Mhz dual channel Expandable upto 16 GB | |
| 3. | Hard Disk Drive | 1TB SATA II or higher 7200 rpm | |
| 4. | Optical Drive | SATA DVD RW | |
| 5. | Graphics | 1GB or higher Integrated Intel High Definition Graphics | |
| 6. | Network | Integrated 10/100/1000 Mbps Ethernet + WiFi 802.11 b/g/n + Bluetooth 3.0 or higher | |
| 7. | I/O Ports | 1 DP/VGA,1 RJ-45, 4 USB ,Front : 2 USB | |
| 8. | Audio Port | Front : 1 Audio out , one mic. Rear : 1 Line In, 1 Line Out, 1 MIC In, | |
| 9. | Monitor | 18.5" Color TFT/LCD with 1366 x 768 resolution | |
| 10. | Keyboard | OEM USB | |
| 11. | Mouse | OEM USB | |
| 12. | Operating system | Windows 10 Professional 64 Bit Preloaded with Recovery Media | |
| 13. | Warranty | 36 Months OEM Warranty | |

Item No. 2: Multifunctional Printer (Printer/ copier/ scanner)

| | Name of Item | Quantity | |
|-------|-----------------------------------------------------------|------------------------|----------|
| | Multifunctional Printer (Printer/ copier/ scanner) | 100 | |
| S.No. | Specifications | Detail specification | Quantity |
| 1. | Speed | 25-27 PPM | |
| 2. | Memory | 128 MB | |
| 3. | Duplex Printing | Yes | |
| 4. | Technology | Laser | |
| 5. | Warranty | 36 Months OEM Warranty | |

Item No. 3: Network Printer MFP Laser Technology

| S.No. | Name of Item | Quantity | |
|-------|---------------------------------------------|----------------------|----------|
| | Network Printer MFP Laser Technology | 15 | |
| S.No. | Specifications | Detail specification | Quantity |
| 1. | Speed | 22-31 PPM- A4 | |

| | | | |
|-----|-----------------------|---------------------------------------|--|
| 2. | Memory | 128 MB | |
| 3. | Duplex Printing | Yes | |
| 4. | Max. Paper Size | A3 | |
| 5. | OS Supported | Windows/ Linux | |
| 6. | Interface | USB and Ethernet 10Base-T/100 Base-Tx | |
| 7. | Scan to USB | Yes | |
| 8. | Security Printing | Yes | |
| 9. | Toner Cartridge Yield | 14000 Copies | |
| 10. | Warranty | 12 Month Warranty | |

Item No. 4: Computer Desktop i7

| | Name of Item | | Quantity |
|-------|-----------------------------|------------------------------------------------------------------------------------|-----------|
| | Computer Desktops i7 | | 15 |
| S.No. | Specifications | Detail Specification | Quantity |
| 1. | Processor | Intel Core i7 3 rd Generation or higher | |
| 2. | Memory | 4 GB DDR-III or 4GB DDR IV 1600 Mhz dual channel Expandable upto 16 GB | |
| 3. | Hard Disk Drive | 1TB SATA II or higher 7200 rpm | |
| 4. | Optical Drive | SATA DVD RW | |
| 5. | Graphics | 1GB or higher Integrated Intel High Definition Graphics | |
| 6. | Network | Integrated 10/100/1000 Mbps Ethernet + WiFi 802.11 b/g/n + Bluetooth 3.0 or higher | |
| 7. | I/O Ports | 1 DP/VGA,1 RJ-45, 4 USB ,Front : 2 USB | |
| 8. | Audio Port | Front : 1 Audio out , one mic. Rear : 1 Line In, 1 Line Out, 1 MIC In, | |
| 9. | Monitor | 18.5" Color TFT/LCD with 1366 x 768 resolution | |
| 10. | Keyboard | OEM USB | |
| 11. | Mouse | OEM USB | |
| 12. | Operating system | Windows 10 Professional 64 Bit Preloaded with Recovery Media | |
| 13. | Warranty | 36 Months OEM Warranty | |

Item No. 5: Electronic Lecturn/ Podium

| | Name of Item | | Quantity |
|-------|-----------------------------------|----------------------|-----------|
| | Electronic Lecturn/ Podium | | 45 |
| S.No. | Specifications | Detail Specification | Quantity |
| 1. | Type/ Mounting | Free Standing | |

| | | | |
|-----|----------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| 2 | Construction | The Lectern / Podium shall be wheel mounted . The enclosure shall be made of Steel Body or better with wooden top panels. The top shall have lock and key and should have a sliding cover for opening/closing easily. The Podium should have housing and connectivity for Visual Presenter. Lectern/Podium should have sliding drawer for facilitating to keep Visual Presenter/Visualiser inside the Lectern/Podium . At the time of using Visualier/ Visual Presenter drawer can be opened & Visualiser/Visual presenter can be used . | |
| 3 | Display | Built-in Touch/Interactive Monitor with adjustable tilt with following minimum features - | |
| (a) | Size | 48.3 cm (19 inches) or higher | |
| (b) | Computer interface | One USB, One VGA/DVI Port | |
| (c) | Annotation software | Annotation software shall be included. | |
| 4) | System Details | | |
| (a) | Processor | Minimum 3.0 GHZ, 3 MB Cache on motherboard | |
| (b) | Industrial Grade Chasis | Industrial grade aluminium chasis in mini form factor for operation in suitable temperature environments. | |
| (c) | Chipset | Suitable chipset for the processor. | |
| (d) | Memory | 2 GB or higher | |
| (e) | HDD/Storage | 500 GB or higher | |
| (f) | Expansion I/O | 2 USB, LAN 10/100/VGA | |
| (g) | Audio | 1 x Line-out/1 Line-in | |
| (h) | Operating System | Windows Embedded | |
| (i) | Antivirus | Norton Anti Virus/Mcafee or equivalent with 1 year license | |
| 5 | Console Panel Ports accessible from outer body of | | |

| | | | |
|-----|---------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| | Podium. | | |
| (a) | RGB Input | 1 x VGA Input (other than the input of the PC in the podium to facilitate extra PC / Laptop etc.) | |
| (b) | USB Input | USB Port on the panel to facilitate inputs directly from Pen Drives / USB based hard disk Drive etc. | |
| (c) | LAN Connection | RJ 45 LAN Port at the panel to connect network | |
| (d) | Display Switcher | Selection switch to toggle between various sources like Laptop , C.P.U, Visual Presenter for the output on the projection screen through a touch panel. | |
| 6 | Built in devices | Built-in devices on the Panel with easy access and control consisting of: | |
| (a) | Microphone | Gooseneck Microphone x1, Handheld Cordless Mic x 1, Cordless Collar Mic x 1 & Head phone Mic x 1 | |
| (b) | Built in Amplifier Power | 50 Watts minimum | |
| (c) | Speakers | Two speakers of Minimum 20 W each shall be a part of standard supply. | |
| 7 | Sliding Trays | Provision for keeping laptop and Keyboard & Mouse | |
| 8 | Locking Mechanism | All the locks (3/4) fitted in the steel body should have a single key. Different podiums key should not be interoperable. | |
| 9 | Power Supply | 180 -240V, 50Hz, AC Supply | |
| 10 | Security | Integrated authentication System having RFID, Password protection & Physical Key for secure access to system. | |

Item No. 6: Visual Presenter/ Visualiser

| | Name of Item | Quantity | |
|--------------|-------------------------------------|-----------------------------|-----------------|
| | Visual Presenter/ Visualiser | 30 | |
| S.No. | Specifications | Detail Specification | Quantity |
| 1. | Image Pick-up Device | CMOS technology | |

| | | | |
|-----|----------------------------------|--------------------------------------------------|--|
| 2. | Effective Pixels | 1920x1080 | |
| 3. | Frame Rate | 30 fps or better | |
| 4. | Optical zoom | 12 X or better | |
| 5. | Digital zoom | 10 X or better | |
| 6. | Shooting area | 380 x 285 mm or more | |
| 7. | Resolution (RGB Output) | HD (1920 x 1080) | |
| 8. | Focus | Auto/Manual or both | |
| 9. | Computer Interface | USB with Software | |
| 10. | Input /Output | One HDMI IN/OUT, VGA IN/OUT, Audio IN/OUT, USB-B | |
| 11. | Image Memory | 128 images or higher | |
| 12. | Mirror Image | Should be provided | |
| 13. | Color/B&W Selection | Should be provided | |
| 14. | Freeze(Pause Mode) | Should be provided | |
| 15. | Electronic Volume Control | Should be provided | |
| 16. | Total Pixels | 2M Pixels | |
| 17. | Aspect Ratio | 16:9 | |
| 18. | Video Output | 750 TV Lines | |

Item No. 7: Interactive LED Touch Screen

| | Name of Item | Quantity |
|--------------|-------------------------------------|-----------------------------|
| | Interactive LED Touch Screen | 1 |
| S.No. | Specifications | Detail Specification |
| | | Quantity |

| | | | |
|----|------------------------------------|-------------------------------------------------------|--|
| 1. | Backlight | LED (Backlit) | |
| 2. | Display Area | 1771.2 x 996.3 mm. or higher | |
| 3. | Active Screen Size Diagonal | 80" or higher | |
| 4. | Resolution | 1920 x 1080 Pixel or higher | |
| 5. | Brightness | 350 cd/m ² or higher | |
| 6. | Contrast | 5000:1 or higher | |
| 7. | Response Time | 5 ms or higher | |
| 8. | Speaker Output | 15 W x 2 or higher | |
| 9. | Touch Surface | Anti-Glare Toughened Glass | |
| 10 | Touch Sensor | IR | |
| 11 | Touch Points | Multi touch 6 points writing , 10 Points Touch | |
| 12 | Writing Tool | Pen or Finger | |
| 13 | Scan Speed | 10 ms or higher | |
| 14 | Cursor speed | 125 points or higher | |
| 15 | Positioning Accuracy | 1 mm | |
| 16 | Communication Interface | USB | |
| 17 | Display colour | 8 bit-16 million colors or better | |
| 18 | Special Features | Inbuilt Android 1.2 GHz | |
| | | Intelligent Temperature control | |
| | | Word/PPT/PDF/Excel Viewer | |
| | | Input Resource Preview | |
| | | Auto Light adjustment | |
| | | Wi-Fi Hotspot Functionality | |
| | | Duo System (Inbuilt Android, support OPS for Windows) | |

Item No. 8: LED Multimedia Projector with wireless connectivity and ceiling mount

| S.No. | Name of Item | Quantity |
|-------|------------------------------------------------------------------------------|------------------------------------------|
| | LED Multimedia Projector with wireless connectivity and ceiling mount | 45 |
| S.No. | Specifications | Detail Specification |
| 1. | Technology | Laser Plus LED |
| 2. | Resolution | 1024 *768 |
| 3. | Brightness (ANSI Lumens) | 3000 Lumens or better |
| 4. | Contrast ratio | 20000:1 |
| 5. | Light source life | 20000 hrs |
| 6. | Projection Size | 27 to 300 Inch |
| 7. | Projection Lens | 1.1x Optical Zoom Lens |
| 8. | Color Reproduction | 16.77 Million Colors |
| 9. | Input Terminals | RGB *1, HDMI *1 |
| 10. | Remote Control | Should be provided |
| 11. | Ceiling Kit | Ceiling kit with cables and installation |

Item No. 9: LCD Multimedia Projector with wireless connectivity and ceiling mount

| S.No. | Name of the Item | Quantity |
|-------|------------------------------------------------------------------------------|-------------------------------------------|
| | LCD Multimedia Projector with wireless connectivity and ceiling mount | 45 |
| S.No. | Specifications | Detail Specification |
| 1. | Technology | DLP / LCD |
| 2. | Resolution | XGA (1024 X 768) |
| 3. | Brightness (ANSI Lumens) | 3000 Lumens or better |
| 4. | Contrast ratio | 4000:1 or better |
| 5. | Lamp Life | 4000 Hrs or Higher |
| 6. | Throw Ratio | Standard |
| 7. | Projection Size | 30"-300" or better |
| 8. | Keystone | ± 40° or better (Vertical) |
| 9. | Speaker | 2 Watts or better |
| 10. | Computer Compatibility | VGA to UXGA |
| 11. | Video Compatibility | PAL, NTSC, HDTV, DTV |
| 12. | Remote Control | Should be provided |
| 13. | Ceiling kit | Ceiling kits with cables and installation |

Item No. 10: Motorized Screen with remote

| | Name of Item | | Quantity |
|--------------|-------------------------------------|-----------------------------|-----------------|
| | Motorized Screen with remote | | 45 |
| S.No. | Specifications | Detail Specification | Quantity |
| 1. | | Fabric: Matt White | 45 |
| 2. | | Motorized | |
| 3. | | 8ft. 6 ft. | |

SECTION -3 EVALUATION CRITERIA

1.1 Technical Evaluation-

1.1.1 Detailed technical evaluation shall be carried out and other conditions in the tender document to determine the substantial responsiveness of each tender. For this clause, the substantially responsive bid is one that conforms to all the eligibility and terms and condition of the tender without any material deviation.

1.1.2 The technical evaluation committee, if desire, may call the responsive tenderers for discussion or presentation to facilitate and assess their understanding of the scope of work and its execution. However, the committee shall have sole discretion to call for discussion/presentation.

1.1.3 The University may also independently seek information regarding the performance from the clients and visit referred customers' consortium partner in India/Abroad at bidder cost..

1.2 Financial Evaluation-

1.2.1 The financial bid shall be opened of only those tenderers who have been found to be technically eligible as enumerated under clause 3.1. The financial bids shall be opened in presence of representatives of technically eligible tenderers, who may like to be present. The university shall inform the date, place and time for opening of financial bid.

1.3 Evaluation and Comparison of Bids-

The agency will submit technical and Financial bid in separate sealed envelope and only technically qualified will be eligible for comparison. The committee shall evaluate in detail and compare the substantially responsive bids and comparison of bids shall be on the price of the services offered.

SECTION 4

PAYMENT TERMS

- (i) The payment shall be in Indian Rupees through Public Financial Management System (PFMS) and shall be paid on financial terms and conditions finally negotiated with successful agency, without error and delays.
- (ii) The EMD of successful tenderer will be kept till the installation of the items and no interest is payable thereon.
- (iii) The successful firm shall have to submit a performance Guarantee (PG) of an amount equal to the 5% of the total ordered value to the firm in the form of account payee bank draft issued by a nationalized bank in favour of Registrar, Kurukshetra University, Kurukshetra payable at Kurukshetra with in 15 days (fifteen days) from the date of issue of work order /letter of Acceptance (LOA). The performance security will be refunded only after 180 days from the successful installation of the items/ execution of the work.

The performance security deposit shall be forfeited in case any terms and conditions of the agreement etc. to be signed at the time before the release of the purchase order to the successful bidder is infringed or the bidder fails to complete the supply the order in time.
- (iv) 100% Payment for the supply/ work against the purchase order shall be made after the successful supply and installation/ completion of the work report.
- (v) Payment shall be released on receipt of the original bills in triplicate complete in all respect.
- (vi) In case non delivery of items on stipulated time/ errors the vendors shall also liable to be penalized.
- (vii) The agency shall be responsible for any delay / error in services and penalty @0.1% of the order value per day.
- (viii) Penalty of an amount not exceeding the total value of the project will be imposed on vender in case of violations of terms and conditions of agreement as decided by the university besides forfeiter of security and legal action.
- (ix) The successful bidder shall sign an agreement immediately after the acceptance of the tender for timely execution of the purchase order. The Delivery time for the items should not be more than 45 days from the release of purchase order.

PROFORMA FOR TECHNICAL BID (PART - I)

| S.No. | Particulars | To be filled in by the tenderer |
|--------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------|
| 1 | Name of the Agency | |
| 2 | Details of EMD Package No. - | |
| | (i)Amount | |
| | (ii)Draft No. | |
| | (iii) Date | |
| | (iv)Issuing Bank | |
| 3 | Date of establishment of the agency | |
| 4 | Detailed office address of the Agency with Office Telephone Number, Fax Number and Mobile Number and name of the contact person | |
| 5 | Whether the firm is registered under Company Act, partnership or proprietorship. (Copies of all certificates of registration to be enclosed.) | |
| 6 | PAN/TAN Number(copy to be enclosed) | |
| 8 | Sales Tax/VAT Registration Number (copy to be enclosed) | |
| 9 | Attested copy of return for last month/quarter as the case may be submitted towards Central and State Sales Tax/VAT/Service Tax if applicable. (copy to be enclosed) | |
| 10 | Attested copies of IT returns for the last three years filed by the agency | |
| 11 | Whether the firm is blacklisted by any Government Department or any criminal case is registered against the firm or its owner/partners anywhere in India. (If no, an affidavit is to be attached in this regard.) | |
| 12 | Attested copy Audited Accounts turn over details for the year 2013-14, 2014-15 and 2015-16. | |
| 13 | Experience in dealing with Govt. Departments attach copies of supply orders placed on the agency | |
| 14 | Whether bid document of all pages of the terms and conditions duly signed, in token of acceptance of the same, is attached. | |
| 15 | Whether agency profile is attached? | |

Place :

Signature of the Firm

Date:

Office Seal

PROFORMA FOR FINANCIAL BID (Part - II)

Name of the Firm :

Quotation for purchase of computer desktops, multifunction printers, network printers, electronic lecturn/ podium, visualizer, interactive LED touch screen, multimedia projectors, motorized screen & ceiling mountkit for projectors

| S.No | Name of the item | Features & specifications | Brand | Qty. | Rate per unit (including VAT) | Amount in Rs. |
|------|------------------|---------------------------|-------|------|-------------------------------|---------------|
| | | | | | | |
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Total amount in Rs. _____

1. We agree to supply the above mentioned items in accordance with technical specification for a total contract price of..... (in words Rupees) including taxes, Transportation etc. within _____days of the issue of supply order.
2. We also confirm that the normal commercial warrantee/guarantee shall apply to the supplied items.
3. We also agree and abide with the terms and conditions stipulated in the bid document.

(Signature/Seal of the Firm)