Madhav Institute of Technology & Science, Gwalior – 474005

(A Govt. Aided UGC Autonomous & NAAC Accredited Institute Affiliated to RGPV, Bhopal)

Tender cost: Rs.1000/-

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TENDER DOCUMENT

For

Computer and Related Items

(2020-2021)

Madhav Institute of Technology & Science, Gwalior – 474005

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General Terms and Conditions

#Validity of rates must be for minimum 8 months.
#Warranty period 12 Months (free of cost).
#Performance security 10% will be deducted at the time of payment, with will be released at the end of warranty period on successful working of the equipments.
#Supply will be done within 30 days from the date of order.
#In case of unjustified delay, liquidity damages will be deducted @0.01% per day.
#Tender cost is Rs.1000/- which is to be deposited along with tender in the form of DD in favor of the Director, MITS Gwalior

1. Quotation,
   1.1 The contract shall be for the full quantity as described in the tender.
   1.2 Corrections, if any, shall be made by crossing out, initialing, dating and re-writing.
   1.3 All duties and other levies payable by the supplier under the contract shall be included in the unit price.
   1.4 Applicable taxes shall be quoted separately for all items.
   1.5 The prices quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
   1.6 The Prices should be quoted in Indian Rupees only.
2. Each bidder shall submit only one quotation.
3. Evaluation of Quotations,
   The Purchaser will evaluate and compare the quotations determined to be substantially responsive i.e. which
   3.1 are properly signed and
   3.2 Confirm to the terms and conditions, and specifications.
4. Award of contract:
   The Purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest price for the item.
   4.1 Notwithstanding the above, the Purchaser reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of contract.
   4.2 The bidder whose bid is accepted will be notified of the award of contract by the Purchaser prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the purchase order.
5. Payment shall be made in Indian Rupees as follows:
   Delivery, Installation, training and Satisfactory Acceptance - 90% of total cost.
   The performance security (10% of basic cost of order value) will have to be deducted from the payable amount and will be return at the end of warranty period on successful working of the equipment.
6. You are requested to provide your offer latest by **14:00** hours on **25/07/2020. The Technical bid of offers will be opened at 14:30PM on 25/07/2020. The commercial offer of technically eligible bidders will be opened at 15:00PM on 25/07/2020**
7. All supplied items are under warranty of 12 months or higher with support and maintenance (free of cost) from the date of successful acceptance of items.
8. Information brochures/ Product catalogue, if any must be accompanied with the quotation clearly indicating the model quoted for.

9. The Vendors must enclose OEM certificate/authorized channel partner /authorized distributor/authorized dealer.
10. The vendor must submit the GST certificate and ITR of last three years.
11. Vendor must produce a certificate with his seal and sign on his letter head that he accept all the terms and condition in the invitation letter.
12. If items are not supplied within time line, paneling may be imposed on the supplier.
13. Training Clause: Seller has to arrange the training with course material(if required) at MITS, Gwalior without any extra payment
14. Testing/Installation Clause: Seller has to installed the equipments successfully at MITS, Gwalior without any extra payment
15. Sealed quotation to be submitted/ delivered at the address mentioned below,
    Director, Madhav Institute of Technology & Science,
    Gola Ka Mandir, Residency Road Gwalior-474005(M.P) India
16. **Please Mention the following things on the top of the envelop**
    i. **Package Name**
    ii. **Last date of Submission**

18. The outer sealed envelope must specify the **PACKAGE NAME.** There must be two sealed envelope inside it. The first sealed envelope must be marked as **ENVELOPE – 1.** It must contain following documents:

- GST certificate
- ITR of last three years
- OEM certificate/authorized channel partner /authorized distributor/authorized dealer certificate
- Product catalogue
- Work experience in the same domain if any
- **EMD (Rs30,000.00) in the form of DD in favour of the Director, MITS Gwalior.**

The second sealed envelope must **only contain the financial bid** (marked as **ENVELOPE – 2).** The second envelope will only be opened when the committee finds the offer as technically suitable as per our terms and conditions.

19. The Institute reserve the right to cancel the tender without any notice.

DIRECTOR

It is certified that, the …… (Firm name), agree all the terms and conditions of the tender. We know that in case of any deviation from the terms and conditions our offer will be cancelled.

Vendor Name, Seal and Sign with Date

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INVITATION FOR QUOTATION

Name of the Department: Institute Level
Name of the Project/Package: Computer & Related Items

S N	Item name*	Approx Qty	Make	Model	Unit Rate without GST	Total Cost without GST	GST %	Total Cost with GST
1.	Desktop Computers	25						
2.	Laptop with SSD	01						
3.	Laptop	01						
4.	Projector	01						
5.	Multifunction printer	02						
6.	Sound Systems	01						
							GRAND TOTAL WITHOUT GST	
							GRAND TOTAL WITH GST	

Price must be inclusive of supply, installation, commissioning and training.

Detailed specifications are attached.

It is certified that, the …… (Firm name), agree all the terms and conditions of the tender. We know that in case of any deviation from the terms and conditions will cancel our offer.

Vendor Seal and Sign with Date

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Name of the Department: Institute Level
Name of the Project/Package: Equipments for Skill & Personality Development Centre

Detail Specification

S.No.	Item Name	Detailed Specifications
1.	Desktop Computers	Desktop Computer core i7; 10th generation; 16GB DDR4; 1TB HDD DVD Reader/Writer 19.5 inch TFT; with Ethernet port; Window 10 or higher preloaded, Keyboard, Mouse. Small Form Factor.
2.	Laptop with SSD	Core i7; 14" Display Size; **512MB SSD**; 16GB RAM DDR4; built-in CAM HD; Integrated optical drive; with Ethernet port; 256MB SSD; Battery backup: min 10hours; Window 10 or higher preloaded; with carry bag.
3.	Laptop	Core i7; 14" Display Size; 1TB HDD; 16GB RAM DDR4; built-in CAM HD; Integrated optical drive; with Ethernet port; Battery backup: min 10hours; Window 10 or higher preloaded; with carry bag.
4.	Projector	XGA, 4000Lumens, LED/LASER Multimedia, interactive; short/ultra-short throw; 16:10 aspect ratio; Automatic & manual keystone correction; with LAN connectivity; Wifi Connectivity; Remote; VGA & HDMI In; with RGB Port.
5.	Multifunction printer	A4 Size, Mono, Laser, Print, Scan, copy, duplex printing, Wireless connectivity; LAN Connectivity.
6.	Sound Systems	Portable; 25W; Operates on AC mains or built-in 12V 3.5Ah rechargeable battery (Battery to be supplied with the system).Provision for mounting the unit on a stand. Two wired microphone inputs and an Aux input for connecting CD Player or mixer. One wireless hand-held mike; one wireless color/gooseneck mike.

It is certified that, the …… (Firm name), the technical specifications are exactly specified in the tender. We know that in case of any deviation, our offer will be cancelled at any stage.

Vendor Seal and Sign with Date