



Ref. No. KU/AR/CCDC/2202/19

Date 29/07/2019

निविदा आमंत्रण सूचना

कोल्हान विश्वविद्यालय, चाइबासा अंतर्गत विभिन्न अंगीभूत महाविद्यालयों के कम्प्यूटर सेंटर उपकरणों के क्रय हेतु निविदा आमंत्रित की जा रही है जिसका विवरण निम्न प्रकार से है :-

क्र०सं०	निविदा संख्या	निविदा का नाम	अग्रधन राशि	प्रतिमाण विपत्र की राशि (अप्रतिदेय)	अंतिम तिथि
01	KU/R/CCDC/2201/2019 Dated 29/07/2019	महाविद्यालयों के कम्प्यूटर सेंटर उपकरणों के क्रय हेतु	1,00,000/-	10,000/-	26/08/2019 (2:00 pm.)

- विशेष- 1. उक्त निविदा में अंशग्रहण करने की तिथि 30/07/2019 से प्रारंभ है।
2. निविदा दस्तावेज विश्वविद्यालय के वेबसाइट- www.Kollhanuniversity.ac.in में देखा जा सकता है।
3. निविदा दस्तावेज कोल्हान विश्वविद्यालय, कुलसचिव कार्यालय में दिनांक- 29/07/2019 से 26/08/2019 समय- 2:00 बजे तक समर्पित किया जा सकता है।


29.7.19
कुलसचिव
कोल्हान विश्वविद्यालय, चाइबासा



Tender No.KU/R/CCDC/2201/19

Dated 29/07/2019

OPEN TENDER NOTIFICATION

For Supply, Installation & Commissioning of
Desktops and other Accessories in Various Colleges Under
Kolhan University, Chaibasa, Jharkhand-833202

TENDER NOTICE

Kolhan University, Chaibasa, Jharkhand invites open tender in the form of sealed Technical & Commercial Bids for supply, installation and commissioning of Desktop as per the attached specification. And will be installed at various colleges under Kolhan University, Chaibasa, Jharkhand located at different places. The Tenderer has to quote the price of all the items along with the installation and commissioning costs in the financial bid.

Complete set of Bid Documents may be downloaded from Kolhan University website **www.kolhanuniversity.ac.in**.

Interested and eligible Bidders are required to submit the Technical and Commercial Bids in two separate sealed envelopes. The Technical and Commercial Bids should be accompanied by a bid security as specified in this Bid Document. The EMD in the form of Demand Draft / BG of INR Rs .1,00,000 / - drawn in favour of Registrar, Kolhan University, Chaibasa, Jharkhand payable at Chaibasa should be enclosed in the same envelope containing the Technical Bid. The Technical and Commercial Bids mentioning the name and address of the bidder, tender enquiry number, due date of submission of tender must be delivered to the Office of Registrar, Kolhan University, Chaibasa, Jharkhand on or before 26/08/2019 (up to 2:00 P.M.).

The envelope containing the Technical Bid and the Bid Security will be opened at the office of Registrar, Kolhan University, Chaibasa, Jharkhand, on specified Date & time in the presence of Bidders or their authorized representatives. In the event of the date specified for bid receipt and opening, being declared as a holiday, the due date for submission and opening of bids will be the following working day at the appointed times.

Schedule of various activities with regard to this invitation of bids are listed as below:

- | | |
|---|---|
| 1. Last date & Time for submission of Bids | Date – 26/08/019 Time up to 2:00 P.M. |
| 2. Date & Time of opening of bids | Later to be intimation |
| 3. Address for communication, Place of submission of bids | Registrar, Kolhan University, Chaibasa, Jharkhand, Pin- 833202. |

GENERAL TERMS AND CONDITIONS:-

1. **Cost of Tender Document** : The cost of Tender Document is Rs.10,000/- in the form of D.D. drawn in favour of “The Registrar, Kolhan University, Chaibasa payable at Chaibasa.
2. **Two Bid System** :The original copy of tender (duly signed) should be sent to the Office in a sealed cover in a double envelop. The tenderer must place the two sealed envelopes clearly marked ‘TECHNICAL BID’ and ‘FINANCIAL BID’ by indicating the Draft number, date & amount of EMD on the envelope of ‘TECHNICAL BID’ failing which the tender will not be opened. Financial Bid to indicate a warning “*DO NOT OPEN WITH THE TECHNICAL BID*”. The outer cover should be super scribed **Tender for “FOR Supply, Installation & Commissioning of Desktops and other accessories in different Colleges under Kolhan University, Chaibasa ”**.
3. **Downloads** : Tender Document with full details can be downloaded from university website: www.kolhanuniversity.ac.in from 30/07/2019 participation in the tender will be subject to remittance of the prescribed **Cost of tender document & EMD** along with the **Technical Bid**.
4. **EMD** :EMD of Rs.1,00,00,0/- in the form of crossed Demand Draft/ Bank Guarantee drawn from any commercial bank *IN FAVOUR OF* “The Registrar, Kolhan University, Chaibasa” payable at Chaibasa should be enclosed with the tender (technical bid) of each quoted by the bidder(s). The Unsuccessful Bidder’s EMD will be returned soon after the finalisation of Tender, where as the Successful Bidder’s **EMD** will be returned subject to furnishing of the required **Performance Security**. No interest will be paid on EMD for the period of retention in the university. Tenders without EMD would be rejected.
5. **Security Deposit** :The successful bidder has to furnish an amount equivalent to **ten (10) per cent** of the order value as **Performance Security Deposit** which will be refunded/ returned only after satisfactory completion of the contractual obligation including warranty. The Security Deposit should be in the form of Demand Draft, Fixed Deposit Receipt or Bank Guarantee from any commercial bank and on which no interest will be paid.
6. **Warranty** :The supply of goods should be of tender warranty for one year including all parts in this schedule from the date of supply and acceptance by the concerned authority However, the manufacturer’s guarantee if any which exceeds, should be extended accordingly. After Warranty period Annual Maintenance Charge (AMC) should be quoted for 01 additional year on yearly renewable basis.
7. **Important Dates** :

1	Start date of downloading the Tender Document	30/07/2019	10:00PM
2	Last date and time for submission of Tenders	26/08/2019	2:00PM
3	Date and Time for opening of Technical Bids	Later to be	Intimation

8. **Due Date** : Tenders received after due date and time will not be considered. University will not be responsible for postal delays.
9. **Payment** : No advance payment is permissible. Payment would be made after successful completion of work and duly certified by the officer of the university designated for the purpose.
10. **Place of Delivery** : Kolhan University, Chaibasa, Jharkhand and other places as per instruction of the University.
11. **Liquidate Damage** : In case, the firm fails to supply the material as specified in the purchase order, a sum of equivalent to **0.5%** of the contract price per week or part thereof off delay until actual implementation or performance shall be deducted from the bill up to a maximum deduction of **10%** of the contract price. Once the maximum is reached, we may consider termination of the contract.

12. **Bank details for e-payment** : The bank details may be furnished along with tender for making e-payment to the successful bidder.
13. **Period of Validity** : The rates quoted shall be valid for a minimum period of 180 days beyond the date of opening of tenders.
14. **Evaluation** : The Technical Bids are to be opened by the university Committee in the first instance and will be evaluated technically by the Committee. At the second stage Financial Bids will be opened only for the technically qualified tenders for further evaluation before awarding the contract.
15. **Rejection of tenders** : Tenders not complying with the above conditions are liable to be rejected.
16. **Acceptance of tender and Jurisdiction** : Vice-Chancellor, Kolhan University, Chaibasa reserves the right to accept or reject any of the tenders either in part or in full without assigning any reason thereof. Decision of the V.C. will be final and legally binding. All disputes will be subject to Chaibasa Jurisdiction only.

Eligibility Criteria to Bidders

The Bidding is open to all qualified Bidder who fully meet the following qualifying requirements:-

1. The bidder should be an OEM (Original Equipment Manufacturer) or their Authorized partner. In case of authorized partner, a letter of authorization from original manufacturer/OEM as per Performa given in technical part as Schedule. Offers without proper authorisation from manufacturer /OEM shall be treated as incomplete and shall be rejected.
2. The bidder should have executed orders for supply of similar Electronic goods/ IT enabled Items in Govt. (State/ Central), Universities/Colleges, PSUs during last 03 (three) years. (Submit self-attested document)
3. The bidder should have an average annual turnover of not less than 1 (one) crore in the last three financial years and must submit an attested photocopy of the audited balance sheet & ITR of last 03 (three) years as a proof of annual turnover stated.
4. The Bidder should have Jharkhand GST registration. The Latest Jharkhand GST Certificate should be submitted. (submit self- attested documents)
5. Bidder should have local office & service support in Jharkhand & ISO Certification is desirable. (submit self- attested documents)
6. Bidder must submit a copy of PAN Card.
7. Bidder must not have been blacklisted by any PSU's/Central or State Government / Court of Law/any other organisation. (submit Affidavit)
8. The manufacturer must have the experience and expertise in undertaking major projects of installing the similar brand software with government organizations with multiple locations in India.
9. The Tender must quote all items of requirement list & must have capability of executing entire work on Turnkey basis.

Instruction to Bidders

- 1) The Supply, Installation and Commissioning of 05 Desktop, 05 UPS, One/Two Printers (the quantity may increase or decrease as per decision of University)will be done at Different Constituent Colleges (Located at different places) under Kolhan University, Chaibasa, Jharkhand.
 - **List of Colleges as below :-**
 1. Tata College, Chaibasa
 2. Mahila College, Chaibasa
 3. Jamshedpur Women's College, Jamshedpur
 4. Jamshedpur, Co-operative College, Jamshedpur
 5. L.B.S.M College, Jamshedpur
 6. A.B.M. College, Jamshedpur
 7. Worker's College, Jamshedpur
 8. Graduate College, Jamshedpur
 9. J.L.N College, Chakardharpur
 10. Ghatsila College, Ghatsila
 11. Baharagora College, Baharagora
 12. Singhbhum College, Chandil
 13. K.S. College, Saraikela
 14. G.C. Jain College, Chaibasa
- 2) The bidders will have to quote the price of all the items along with their installation charges in the financial bid and the cumulative price shall be taken into consideration GST shall be shown separately.
- 3) The Supply, Installation and Commissioning schedule shall be within 30 days from the date of issuing of work order at the location as mentioned in the tender and should be tested by the OEM personnel individually.
- 4) In case of any discrepancy between rates mentioned in figures and words, the offer i n word shall prevail. If there is any discrepancy between the unit price and the total, the unit price shall prevail and the total price shall be corrected.
- 5) The bidder whose tender is accepted has to supply the items within the stipulated Period as mentioned. After successful installation the technical support will be provided by bidder company's/Authorized partner as and when required for duration of 12 (twelve) months.
- 6) Kolhan University, Chaibasa, Jharkhand may forfeit the EMD / BG amount deposited if the bidder fails to supply all the items in stipulated period as mentioned above.
- 7) The EMD / BG amount of unsuccessful Bidders will be refunded/ returned without interest after completion of tender formalities.
- 8) The price bid shall be evaluated on L1 basis as well as on Turnkey basis also.
- 9) No representation for change of rate once accepted will be considered.
- 10) If the items supplied by the accepted bidder are not as per the specified model and specification Kolhan University, Chaibasa, Jharkhand reserves the right to reject them.

- 11) The tender should be submitted in two cover system i.e. A: Technical Bid along with and EMD/ BG and B: Price Bid. There should be proper indication of the contents on each envelope.
- 12) The Bidders shall seal the envelope No. 1 Technical envelope and envelope No. 2 Commercial envelope in separate inner envelopes, duly marking the envelopes as "envelop No.1, Technical Envelope" and "envelope No.2 Commercial Envelope". He shall then place these two envelopes in an outer envelope. Both the inner envelopes and the outer envelope should be addressed to: Registrar, Kolhan University, Chaibasa, Dist- West Singhbhum, Jharkhand, Pin- 833 202.
- 13) Any bid received by the Tendering Authority after the deadline for submission of bids prescribed by the Tendering Authority, will be rejected and / or returned unopened to the Bidder.
- 14) The Tendering Authority will award the work to the Successful bidder bid whose bid has been determined as the lowest evaluated bid provided further that the bidder is technically eligible.
- 15) Bidders are strictly advised to submit the Details of full specifications along with warranty period with technical bid.
- 16) 100% of the total price of the supplied items will be payable after submission of bill along with successful installation, satisfactory performance and physical verification certificates duly signed by concerned at location.
- 17) The supplier will have to assume onsite support of the supplied items.
- 18) During the onsite warranty period of 01 (One) year the bidder shall have to rectify/change free of cost any hardware/software defect.
- 19) Bidder shall make available all the hardware/software needed to operationalize of all supplied items.
- 20) Bidder shall also be responsible for the onsite maintenance free of cost for one year & AMC on expiry of term at the mentioned rate (The Bidder must specifically mention the AMC charges for the period o f additional 04(four) years in the Bid).
- 21) All legal disputes are subject to the jurisdiction of Chaibasa courts only.

Technical Bid Form
(Enclosed with Technical Bid)

Bid: Technical Proposal Sheet (Enclosed with Technical Bid)

Bidders Proposal Reference No. and Date:

Bidders Name and Address:

Person to be contacted:

Designation:

Telephone No(s) Telex No.:

Fax No.:

To,

The Registrar,
Kolhan University, Chaibasa, Jharkhand

Subject: Submission of Technical Proposal for Supply, Installation & commissioning of Desktop and other accessories in different Colleges under Kolhan University, Chaibasa.

Sir,

1. We, the undersigned Bidders, having read and examined in detail the Specifications and all the bidding documents as specified in the Bidding documents
2. **PRICEAND VALIDITY**
All the prices mentioned in our proposal are in accordance with the terms as specified in bidding documents. All the prices and other terms and conditions of this proposal are valid for a period of 180 calendar days from the date of opening of the Bids. We are an Indian firm and do hereby confirm that our Bid prices include all taxes including Income Tax and Professional Tax. We have studied the Clause relating to Service Tax and hereby declare that if any Income Tax, Surcharge on Income Tax, Professional Tax and other Corporate Tax is altered under law, we shall pay the same.
- 3 **UNIT RATES**
We have indicated in the relevant schedules enclosed the unit rates and in case of any discrepancy in the unit price & the total price, the unit price shall prevail and the total price shall be corrected.
4. **EMD / BG**
We have enclosed a Demand Draft in favour of Registrar, Kolhan University, Chaibasa, Jharkhand Payable at Chaibasa for a sum of Rs. 1,00,000/- This EMD is liable to be forfeited in accordance with the provisions of Bid documents.

We declare that all Services/Works shall be performed strictly in accordance with the Scope of Work.

5. **BID PRICING:**

We further declare that the prices stated in our proposal are in accordance with the instructions to Bidders included in bidding documents.

6. **BID PRICE :**

We declare that our bid prices are for the entire scope of the work as specified in the technical specification and bid documents. These prices are indicated in Annexure 2 attached with our proposal as part of the Commercial Bid. We hereby declare that our proposal is made in good faith, without collusion or fraud and the information contained in the proposal is true and correct to the best of our knowledge and belief.

Format for Technical Proposal

S1. No.	Item Name as per requirement list	Item Name quoted by bidder	Compliance	Remarks
1.	All in one Branded with following Specification Intel i5 Processor RAM 8 GB HDD- 1TB Screen 21.5" LED Ports – LAN, HDMI, USB Keyboard and Mouse Genuine Win 10 Pro 64 Bit OEM preloaded (MS Office 2016 standard) DVD (RW) Drive Offline UPS 1 KVA Double Battery 7Ah			
2.	Printer- Print, Scan, Copy, Minimum 20ppm, wireless printing, (FPOT) A4 app 6.0 secs, duplex, adf, Paper Output (Based on 68g/m2, 100 sheets (face down), network interface LPD, RAW, IPP/IPPS, WSD-Print (IPv4, IPv6)			
3.	Antivirus- Total Security Warranty- 3Years			

Thanking you,
Yours faithfully,

(Signature) Printed Name and Designation:

Seal:

Date:

Place:

Business Address :

Part I
Schedule I (to be enclosed with Technical Bid)
Acceptance of Terms and Conditions
(Letter to University on Vendor/Bidder's letterhead)

(if may be ensured that Part I and schedule I indicated above does not appear on the letterhead)

To,
Registrar,
Kolhan University, Chaibasa.

Sub : Kolhan University Notice Inviting Quotation for Supply, Installation, Testing, Commissioning of
Desktop Computers and accessories at Various locations under Kolhan University.

Dear Sir,

With reference to the above QUOTATION, having examined and understood the instructions, terms and conditions forming part of your above inquiry, we hereby enclose our offer for supply of the equipment and services as detailed in your above referred inquiry.

We confirm that the offer is in conformity with the terms and conditions as mentioned in your above referred QOUTATION and enclosures.

We also understand that Kolhan University is not bound to accept the offer either in part or in full. If University rejects the offer in full or in part, it may do so without assigning any reasons thereof.

Your Faithfully,

Authorized Signatories

(Name & Designation, Seal of the firm)

Date:

Part I

Schedule 2 (to be enclosed with Technical Bid)

Organization/Financial Profile of the Vendor/Bidder

1.Name of the Vendor	
2. Registered Office Address	
Telephone No.	
Fax No.	
E-mail	
3. Office Address at Jharkhand	
Telephone No.	
Fax No.	
E-mail	
4. Vendor's web site address, if any	
5. Type of Organisation (whether sole proprietorship/private/limited/public limited company or cooperative body)	
6. Registration details :	
Registration No. and date	
Place of Registration	
Registering Authority	
7. GST No.	
8. Income Tax No. (PAN/TAN)	
10. Clientele (Kindly furnish Certificate regarding after sales and service from the mentioned companies)	
11. Brands of hardware, peripherals for which the vendor is OEM/authorised certificate should be enclosed in case of Authorised dealer in prescribed proforma.	
12. Date of completion of work	

13. Annual Turn Over

Year	Sales Turnover (Rs In Lakh)	Net Profit (Rs In Lakh)
2017-18		
2016-17		
2015-16		

14. Name and Address of Bankers

16. Bank a/c no.- Bank Name – Bank IFSC no.- Branch address- (For e-payment (kindly attach cancelled cheque)	
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Part-I

Schedule 3 (to be enclosed with Technical Bid)

Detailed Specification

Brand :.....

Model No:.....

Configuration of Conventional Desktop Computer (Windows)

Sl.No	Specification	Specification offered by Vendor
1.	All in one Branded with following Specification	
	Intel i5 Processor	
	RAM 8 GB	
	HDD- 1TB	
	Screen 21.5" LED	
	Ports – LAN, HDMI, USB	
	Keyboard and Mouse	
	Genuine Win 10 Pro 64 Bit OEM preloaded (MS Office 2016 standard)	
	DVD (RW) Drive	
	Offline UPS 1 KVA Double Battery 7Ah	
2.	Printer- Print, Scan, Copy, Minimum 20ppm, wireless printing, (FPOT) A4 app 6.0 secs, duplex, adf, Paper Output (Based on 68g/m2, 100 sheets (face down), network interface LPD, RAW, IPP/IPPS, WSD-Print (IPv4, IPv6)	
3.	Antivirus- Total Security Warranty- 3Years	

Part II
Bid Price Form
(Enclosed with Commercial Bid)

Bid: Commercial Proposal Sheet (Enclosed with Commercial Bid)

Prices for Supply, Installation and Commissioning of Desktop and other accessories in various colleges Under Kolhan University, Chaibasa, Jharkhand, in the manner as specified in Specifications and Bidding documents.

Bidders Proposal Reference No. and Date:
 Bidders Name and Address:
 Person to be contacted:
 Designation:
 Telephone No(s) Telex No.:
 Fax No.:

To
 Registrar, Kolhan University, Chaibasa, Jharkhand

Subject: Commercial Bid Proposal for Supply, Installation & commissioning of Desktop and other accessories in various colleges Under Kolhan University, Chaibasa.

Sir,

Format for Commercial / Financial Proposal

S1. No.	Product	Qty	Unit Price (Rs)	Total (Rs)	GST & Other Taxes (Rs)	Other changes, if any (Rs)	Total Cost (Rs.)
1	2	3	4	(5=3x4)	6	7	(8=5+6+7)
1							
2							
3							
4							
5							
Total Amount							Rs.
Total Amount in words:							

Total amount in Rupees) In figure

2) In Words..... Prices are inclusive of taxes & duties and

all other costs. Date..... Signature of Bidder with seal