

NOTICE INVITING QUOTATION

UNDER RUSA GRANTS



Digboi College

Digboi College
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Notice Inviting Quotation

Sealed Quotations are invited from reputed suppliers/firms in two Bid form written clearly as Technical Bid and Price Bid on the cover for supplying ICT equipment for e-resource centre of Digboi College to be purchased under RUSA grant. The quotations will be received upto 3.00 PM on 24/09/2019 and will be opened on 25/09/2019 at 2 PM in the office of the Principal, Digboi College. The terms and conditions are as follows:

Project value : Rs. 5,00,000.00

Terms and Condition for supply of ICT equipment

1. Sealed quotations are to be addressed to the Principal, Digboi College, Digboi, Assam and sealed cover should be super-scribed as "Quotation for ICT equipment" in capital letters.
2. The Supplier has to submit two bids. One is Technical Bid containing Registration, Experience, GST payments, PAN Card etc. and another is Financial/Price Bid containing rates only.
3. If for any reason the last date of issuing, receiving and opening of Tender/Quotation papers is declared holiday then next working day will be considered as the last date.
4. Awarded Contractors are to deposit a Security Money @ Rs. 10% (5 % for S.T. & S.C.) of total Tendered cost.
5. The bid documents are not transferable and the seal and signature of the authorised official of the firm's must appear on all the papers and envelopes submitted.
6. Rates quoted for the items should be on the door delivery basis, with break ups as per details i) Basic price ii) Sales tax (GST) iii) Installation charge and if any.
7. Photocopy of Trade license, GST registration certificate are required.
8. OEM authorization to be submitted along with the quotation for all products if applicable.
9. Bidder should have successfully completed at least 5 IR Project with d-space customization in colleges in Assam.
10. Proof of at least Five Purchase Orders/Work Experience for similar kind of work supplied/completed in last three years have to be submitted along with quotation.
5. Rate, specification, makes and model number should be mentioned clearly.
6. Quotation should be supported by catalogue/brochure for each of the items as available.
7. The quoted rate/cost of the entire item should be including Delivery/freight charge, installation and other charges (if any) for destination F.O.R Digboi College, Digboi, Assam
8. The quoted equipments and components must be warranted for a minimum of one year in favour of "Principal, Digboi College, Digboi".
9. The successful bidders will be required to supply the ordered item(s) within 10 days from the date of issuing of supply order. Failure to which the supply order will be treated as cancelled.
11. Full payment will be made through PFMS (Public Financial Management System) via online mode only after the proper supply, successful installation and demonstration. A mandate form mentioning all bank details of the bidder duly

signed by the bank has to be submitted by the bidder. The following documents to be submitted for payment:

1. Three copies of supplier's invoice showing goods description, quantity, unit price and total amount;
2. Consignee Receipt Certificate in original issued by the authorized representative of the consignee;
3. Inspection certificate issued by the nominated person/committee/agency, in case of instruments.
12. Request for advance payment in any case will not be entertained.
13. The Principal reserves the right to modify or cancel the entire process of purchase without assigning any reason.
14. The terms and Condition should be read carefully and signed by the bidder.
15. The quoted price should be valid for at least one month.

Note: The original documents like GST/PAN/OEM Authorization for equipment, firm registration certificate, Bank account details for online payments etc. will be verified before issuing work order/supply order. Failing which his/her tender will be treated as "INVALID".

List of equipments and softwares

Sl .No.	Configuration	Qty
1	HPE High end server /16 GB RAM/2 TB HDD /18.5 LED / keyboard mouse /3 Year Warranty	1
2	D Space customization	1
3	PDF integration in dspace	1
4	Media server integration in dspace	1
5	Mail server configuration in Linux	1
6	Server Configuration in Linux	1
7	Disaster Recovery Solution	1
8	Server RACK ,1fan, , 6socket PDU, rack hardware	1
9	24 Port Switch 10/100/1000	1
10	Scanner , A3 , vertical scanning: 283 to 152 dpi*1	1
11	Cable Cat 6 Molex	1
12	I/O Box Molex	15
13	RJ connector,	100
14	Networking charge	1
15	3 KVA offline UPS	1
16	Outdoor Access Point	1
17	Support	1

BID FORMAT

1. Name of the firm/Society/ Company/Proprietary Concern :
2. Name of Proprietor :
3. Father's name :
4. Address of registered office :
5. Telephone No./Mobile No. :
6. E-mail id :
7. PAN No :
8. TIN No. (if any) :
9. TAN No. (if any) :
10. GST Reg. No.
11. Bank account Name :
12. Bank A/C No. :
13. Bank Name :
14. Branch name of the bank :
15. IFSC Code :
16. Experience of supplying quoted items at five Gov. institutions/colleges for the last five years. Enclosed order copies of the same.

(Signatures of the authorized signatory with seal of tendering firm)

Date:
Place:

Name:-
Address:-