



TENGAKHAT COLLEGE

DIST: DIBRUGARH, ASSAM

TENDER PAPER

Works

**: SUPPLY AND INSTALLATION OF
DIGITAL (COMPUTER, LAPTOP, SCANNER)
BOOKS, JOURNALS & e-JOURNALS etc.**

Date of uploaded : 15-10-2019

Date of Closing : 25-10-2019 up to 12.00 hours

Name and Address of the Tenderer:

**Principal/Chairman RUSA UNIT
Tengakhat College, Tengakhat
Dibrugarh, Assam. Pin:786103**

DETAILS OF THE TENDER WORKS

Sl. No.	Head	Sub-head	Details of works
1	Computer Items	Desktop, Laptops, Scanners, Xerox, Projector, Printer, Riso, Smartboard	Annexure-A
2	Books	Books, Journals & e-Journals	Annexure-B

IMPORTANT DATES

BID REFERENCE

- i) Date of uploaded of Tender documents
- ii) Closing date and time for submission of bids
- iii) Date, time & place of opening the bidding documents

DATE AND TIME

15-10-2019

25-10-2019
up to 12.00 hours

26-10-2019
13.00hrs
Office of The Principal
Tengaghat College
Dibrugarh, Assam
786103

INSTRUCTIONS TO BIDDERS

1. The Bidder shall have to bear all the cost of purchase of tender documents associated with the preparation and submission of bid. The purchaser in any case will not be responsible or liable for these costs regardless of the conduct of the bidding process.
2. The purchaser may modify the Bid documents for any reasons at any time, prior to the date of submission of bids. .
3. The amendment, if any, will be notified on the College Website: www.demowcollege.org
Bidders are advised to visit the website for updates till completion of the tender process.
4. Prices against items should be inclusive of all taxes and duties. No claim whatsoever on the bid price will be entertained subsequently due to wrong quoting of tax or rate of any tax. The prices quoted by the bidder shall remain firm (fixed) during the entire period of the contract and shall not be changed subject to the variation on any account / reason.
5. The quotations shall include all specifications as detailed in the tender. Silence in any of the specifications will be interpreted as non-conformity with purchaser's requirement. Tender enquiry may make this point clear to avoid further correspondence seeking clarification.
6. All pages of the bid should be signed along with company's seal.

7. Only the best quality articles will be accepted. The approved supplier will be required to take back the rejected articles at his/her own cost.
8. The bid shall be treated as valid for 240 days after the date of technical and Financial BID opening. The BID valid for a shorter period shall be rejected by the purchaser as non responsive.
9. The original copy of the BID shall be initiated by the person signing the bid. The bid shall contain no interlineations, erasures or overwriting. In case of corrections, the person signing the bid shall put initial Signature against each correction.
10. The Bids must reach the undersigned on or before the due date as specified in the NIT, i.e. Bids received after due date and time is liable to be rejected. The college shall not be responsible for any postal delays.
11. Unless and until there is any amendment made by the purchaser, Bidders will not be allowed for any modification of bid.
12. **Tengaghat College RUSA "Project Monitoring Unit"** reserves the right to reject any or whole quotations without assigning any reasons thereof and does not bind itself to accept the lowest quotations whatsoever.
13. That in case of any disputes between concerned parties the decision of the Principal/President RUSA UNIT, **Tengakhat College** will be final and binding to all parties concerned.
14. The concerned authority of the RUSA Monitoring Unit is not bound to accept the lowest rate and reserves the right to reject any or all tenders without assigning reason thereof.

Withdrawal of bids

The Bidder may withdraw his/her Bid with an application addressed to the Principal, **Tengakhat College**, P.O TENGAGHAT, DIST: DIBRUGARH, ASSAM, PIN :786103 Once withdrawn, the same Bidder cannot submit a Bid for the second time. Such Bids, if received, will be summarily rejected.

Submission of Bid

Bids are to be submitted in two Bid form comprising with

- 1) **Technical Bid:** a) Documents containing eligibility of the Bidder as mention in eligibility criterion.
b) Other documentation

- 2) **Financial / Price Bid:** Financial Bid should contain the Price Bid Schedule Supplying & Installation inclusive of all Taxes.

Annexure A: NEW DIGITAL EQUIPMENTS: DESKTOP, LAPTOP, SCANNER, PRINTER, SOFTWARE ADMISSION, ACCOUNT MONITORING ADMINISTRATION MANAGEMENT, XEROX MACHINE etc.

Annexure B: Books, Journals & e-Journals

How to Submit.

A single sealed envelope containing the two envelopes (inside)

1. Technical Bid
2. Financial Bid.

Shall be addressed to the Purchaser at the following address

TO

THE PRINCIPAL
TENGAKHAT COLLEGE
P.O-TENGAKHAT
DIST: DIBRUGARH, ASSAM, INDIA
PIN: 786103

1. The envelopes should be properly scribed "**TENDER FOR SUPPLY & INSTALLATION of EQUIPMENT under RUSA 2.0 Component**" for Tengakhat College, Dibrugarh
2. The tender Box shall be sealed at the stipulated deadline for submission.
3. The tender Box shall be opened at the stipulated date & time.
4. The inner and outer envelopes shall indicate the name and address of the Bidders to identify the Bid and to enable the Bid which is to be returned unopened in case it is declared late or rejected.
5. Bids submitted not in the manner prescribed (where provision is made for any matter or value to be ascertained) are liable to be summarily rejected which will be the sole discretion of the Authority.

Evaluation Criteria: - Evaluation will be based on the Technical Proposal. Price Bid will be considered for only those bidders who are technically qualified.

PAYMENT AUTHORITY:

- i) Principal, Tengakhat College, Tengakhat, Dibrugarh, Assam, Pin: 786103.
- ii) Payment will be made only through PFMS Mode. No other mode of payment is allowed.
- iii) Earnest Money (EM) will be refunded immediately to those Bidders who are not selected & after Six (6) months from the date of supply and installation for those who have been selected.

DELIVERY SCHEDULE:

Within 30 days from the date of issue of work / supply order.

Annexure A

Sl. No.	Item Name	Remarks
1	Desktop Computer (Core I3 / 4 GB /1 TB Hard Disk)	
2	Laptop Computer (Core I3 / 4 GB /1 TB Hard Disk)	
3	INTERNET TOUCH PANNEL	
4	Projector	
5	ID CARD PRINTER Dual Side Card Printer	
6	PRESENTATION DEVICE Dual Presentation at a time NDC-10	
7	IR 2520W 20PPM Heavy duty Duplex Print	
8	Scanner DRC 22511 (Make Cannon)	
9	WIRCESS PA SYSTEM (Make IT) Wireless audio Systems with Presentation and MIC	
10	Colour Printer LBP 611CN 15 PPM Colour Laser Printer	
11	RISO CV 3230 130 PPM Heavy Duplicator	
12	Potable Projector	
13	Smart Board / Interactive white Board	
14	Porcelain Whiteboard both fix and Mobile	
15	Wireless Microphones for Large Classroom	
16	Laptop inject with laser printer	
17	Admission ,Accounting,Administration, Student Management Software	
18	Microphone with sound system	

Annexure B

Sl. No.	Item Name	Remarks
1	BOOKS,JOURNALS,e-Journals	
2	TEXT BOOKS	
3	REFERENCE BOOKS	
4	RARE BOOKS	
5	JOURNALS	
6	MYTHICAL BOOKS	
7	E-JOURNALS	

VENDOR INFORMATION

Type: – Personal / commercial / Small business finance / small scale industries

Name: -

Father's Name / Husband's Name: -

Address: -

City: -

Country: -

District: -

State: -

Mobile No.: -

Pin Code: -

E. Mail ID: -

Pan No.: -

Tin No. (if applicable): -

Tan No. (if applicable): -

GST No.: -

Bank A/C No.: -

Bank Name: -

IFSC Code: -

Signature of the Vendor