



COMPUTER CENTRE
UTKAL UNIVERSITY, VANI VIHAR, BHUBANESWAR
TENDER CALL NOTICE

Tender in plain paper in sealed covers invited by the undersigned from the intending reputed firm those who are registered under Goods and Services Tax (GST) Act and having valid Registration No. of PAN, TIN/SRIN AND GST clearance certificate to procure the following items, AMC of different items and Insurance as mentioned below for Computer Centre, Utkal University for the year 2018-19. The last date of submission of Tender along with the required documents & EMD(1% of the total quoted price) etc. is 27.03.2019 (up to 2:00 P.M).

The tender papers are to be downloaded from the website of the University (www.utkaluniversity.nic.in) and need to deposit a crossed demand draft of Rs.1,000/- (Rupees One thousand) only (non-refundable) as tender paper cost drawn in favour of the Professor(I/c), Computer Centre, Utkal University, payable at Syndicate Bank, Utkal University Campus Branch, Bhubaneswar.

LIST OF ITEMS FOR PROCUREMENT/AMC

A. Procurement:-

1. 24 port L2 Managed Switch- 10 Nos.
2. 65 AH SMF Battery for 5KVA UPS-16 Nos.
3. Three phase automatic DG set-25/30 KVA including installation - 1 No.
4. A4/A3 scanner- 1 No.
5. Laserjet Printer-1 No.
6. Fibre patch chord-2mtrs-10 nos.
7. Hard Disk for NVR(2TB)-1 No.
8. Ribbon cartridge for Lipi Line Matrix Printer- 2 Nos.
9. HP Laserjet 1320 cartridge-1No.
10. External Hard Disk(2TB)-1 No.
11. Pen Drive 64/32 GB-2 Nos.
12. DP Switch- 5 Nos.
13. Computer Chair-10 Nos.
14. 26 AH SMF Battery for 6 KVA UPS-16 Nos.

B. Annual Maintenance Contract form the Autherised Sevice Centre of OEM/OEM

Business Partner :-

1. HP Server:- 1 No.
2. Voltas Water cooler with water purifier(Eureka Forbes);-1No.
3. Honeywell make NVR(8 Channel)-1 No.
4. Honeywell make IP Camera- 4 Nos.

C. Insurance of equipments at Computer Centre

DETAILS TERMS AND CONDITIONS OF THE TENDER NOTICE

1. The bid proposals are to be sent in 03 (three) separate sealed covers i.e. mentioning (i) Technical Bid (Annexure-I) (ii) Financial Bid (Annexure-II) (iii) Tender fee & EMD. These three envelopes should be kept in one sealed envelope dully super scribed with Tender Reference No. as appended hereunder:

Procurement/AMC/Insurence of _____	
From M/s. _____ Contact No. _____ E-mail _____	To Professor (I/c) Computer Centre, Utkal University Vani Vihar, Bhubaneswar.

2. The bids without tender fees or EMD will summarily be rejected and no further communications in this regard shall be entertained Those who are technically qualified, only their price bid shall be opened.
3. The bidders shall deposit earnest money as mentioned in shape of Bank Draft/Pay Order in favor of Professor I/c Computer Centre , Utkal University, payable at Syndicate Bank, Utkal University Campus Branch, Bhubaneswar.
4. The Tender Paper(Technical Bid) shall be opened on 27.03.2019 at 4:00 P.M. in presence of the bidders or their authorized representatives.
5. The AMC coverage period of equipments shall be for 01 (One) year and subsequently it will be renewed.
6. If, the firm becomes unwilling to honor after it is selected in due process, its EMD shall be forfeited. There shall be no over writing on the Tender paper submitted.
7. The rates quoted shall be inclusive of all Taxes /GST, transportation, delivery and installation charges.
8. The bid submitted once cannot be withdrawn.
9. The Authorities of the University reserve the right to reject any or all tender/tenders without assigning any reason thereof. The incomplete tender papers or received after the scheduled date and time shall be rejected.
10. The Authorities are not bound to accept the lowest financial bid and reserve the right to negotiate the rates and other terms and conditions with the lowest bidders.
11. All disputes arising out of the transaction shall be subject to the jurisdiction of the Hon'ble High Court, Odisha.

PROFESSOR I/C
COMPUTER CENTRE
UTKAL UNIVERSITY

Annexure-I

Technical Bid

01	(a) Name of Firm/ Company	
	(b) Name of contact person with details and mobile number	
02	Full Address	
03	E-mail address	
04	Telephone / Fax Number	
05	Date of establishment of the firm	
06	Status of the firm: (Proprietorship / partnership / company etc.) Attach photocopy of certificate	
08	Sale Tax No. /GST /TT No. (Attach photocopy of certificate)	
09	Service Tax Registration No. (Attach photocopy of certificate)	
10	TAN /PAN Number (Attach photocopy of certificate)	
11	Name and address of the banker	

Certified that:-

1. I / we have read the terms and conditions governing this work of the University and hereby agree to abide by them.
2. The agency (or any of its members) has neither been blacklisted by any central or state government organization in the last five years or any litigation pending with any of these department or Course of Law.
3. The information provided as above regarding the details of firms is correct and if found to be incorrect at later stage; our bids may be summarily rejected.

**Name and signature of the authorized
Signatory with seal**

Annexure-II

Financial Bid

Name and address of the firm _____

Sl No	Items	Unit Price	Taxes (Including all @%)	Price per Unit (Including all taxes)

**Signature of the authorized
Signatory with seal**