


MAHATMA GANDHI UNIVERSITY

School of Pedagogical Sciences

Priyadarshini Hills P.O., Kottayam

 0481- 2731042

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No.SPS.2017-2018/Purchase/2018

16.02.2018

TENDER NOTICE

Competitive Tenders in sealed covers are invited for supply of the following items to the School of Pedagogical Sciences, Mahatma Gandhi University, Priyadarshini Hills P.O, Kottayam- 686 560, subject to the terms and conditions mentioned below.

Sl. No.	Item	Specification	Quantity	Rate
1	Computer	Computer (Branded) Intel Pentium dual core processor 3 Ghz or above (3 MB Cache) Intel Desktop Board 500GB DDR3 memory LED Monitor 18.5" Key Board & Optical mouse 3 Year onsite Warranty Approximate Cost Rs. 27,000/-	10	Rs.2,70,000/-
2	Photostat Machine	Digital Copier/Printer/Colour Scanner withy RADF facility, General Specification speed B/W PPM (A4) 25 or above Paper Size Max. – Min.A3 to A5 Paper weight (g/m2) Main Body:70 g/m2 or above Bypass Tray: 150g/m2 or above Paper capacity std (sheets) 500 or above Warm up Time below 100see Duples STD Zoom 25% to 40% Operating system supported : Linux & windows	1	Rs.85,000/-

The tender forms can be had from the Store Keeper, General Store, Mahatma Gandhi University on all working days and hours by paying the cost of tender form, Rs.600/- (Rupees Six Hundred only) for Computers and Rs.200/- (Rupees Two Hundred only) for Photostat Machine, through Mahatma Gandhi University Pay-in-Slip. The sealed tender super scribed 'Tender for the supply of (mention the name of the item) with the EMD for Rs.2,700/- (Rupees Two Thousand and Seven Hundred Only), for the Computers and Rs.850/- (Rupees Eight Hundred and Fifty only) for Photostat Machine, paid by the firm by way of D.D in favour of the Head of the Department, School of Pedagogical Sciences, payable at SBI, Mahatma Gandhi University Campus Branch should reach the Head of the Department, School of Pedagogical Sciences, Mahatma Gandhi University, Priyadarshini Hills P.O, Kottayam 686 560, on or before 12.30 p.m on 28th February 2018 (Wednesday), and the same will be opened at 2.00 pm on the same day in the presence of the tenderers. Qualified tenderers should submit Demand Draft in favour of the undersigned payable at S.B.I, Mahatma Gandhi University for Rs.13,500/- (Rupees Thirteen Thousand and Five Hundred only) for Computers and Rs. 4,250/- (Rupees Four Thousand Two Hundred and Fifty only) for the Photostat Machine as Security Deposit, when the supply order is placed.

Terms & Conditions.

- 1) For ensuring the guarantee, warranty and rate of AMC, a written agreement must be submitted by the qualified tenderer.
- 2) The quoted price should be inclusive of all charges and taxes. No freight, installation, loading, unloading etc charges will be borne by the undersigned.
- 3) Customs/Excise duty exempted price should also be quoted.
- 4) The firm should remit all Governmental payments in time with regard to the purchase and supply of the items to the School, as per this tender.
- 5) The tender should be of branded qualitative products and the tender should have at least three months validity period from the date of the last day of this tender.
- 6) Brochure of products and different models quoted should be enclosed.
- 7) Full details of warranty/guarantee and the details of facilities available under warranty/guarantee should be supplied.
- 8) Details of expert, availability of products and details of major customers also should be noted.
- 9) The right to accept or reject the tenders without assigning any reason rests entirely with the undersigned.
- 10) If the product has a valid DGS&D rate contract, it should also be quoted.
- 11) If a negotiation meeting is convened by the undersigned, the authorized person of the firm should attend the meeting in time at their cost.
- 12) Payment process will be initiated only after satisfactory supply and installation of the items and its report are received from the experts from the University.
- 13) The products should be delivered and installed immediately from the date of the Purchase Order.
- 14) If the date of receipt and opening of the tenders is declared a holiday the same time of the next working day will be the last date and time for the purpose.

Head of the Department

To

1. The PRO to upload in the University web site-urgently
2. The Store Keeper
3. Notice Board
4. File Copy