



**OFFICE OF THE PRINCIPAL,
INSTITUTE OF TECHNOLOGY, KORBA(C.G.)**
GOVT. POLYTECHNIC CAMPUS, VILLAGE-RUMGARAM BALCO, KORBA(C.G.)
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No ITK/PUR/CSE / 2012 /2271

Korba, dated 10/ 11 /2012

Last date of selling tender document : 10 /12/2012 at 17. 00hrs
Last date of submission of sealed tender document : 11 /12/2012 at 13.00hrs
Date of opening of tender document : 11 /12/2012 at 14.00hrs

CATEGORY : COMPUTER SCIENCE & ENGG.

(Retender of ITK/PUR/CSE/2012/1825 Dated:04/09/2012)

Terms and Conditions

(The tenderer is required to submit soft copy of offer along with hard copy)

Copy of Terms and condition for supply of equipment etc. required for the Institute of Technology, Korba,(Chhattisgarh) applicable to categories 1 to 3.

1. Tender document can be obtained by the prospective tenderer on payment of Rs.1000/-(Rs.One thousand only) through demand draft only in favour of “Principal Institute of Technology, Korba” payable at Korba in person from the college or can be downloaded from our website www.itkorba.com. The DD of Rs.1000/- (Rs.One thousand only) as tender document fee must be submitted with downloaded tender document.
2. The tender is liable to be rejected if not submitted as per the following condition without asking any further clarification.
3. The tender contains three parts viz. (1) Computer Science Engg.(2) Library (3) Sports .And each part of the tender contains two stage bidding: Technical and commercial bids.
4. Separate tender documents should be submitted for technical bidding (only the technical specification) and commercial bidding and the sealed tender should be clearly marked as technical bid and commercial bid on the top of the envelope, for each part of the tender. The envelope should be marked the part number for which it meant.
5. Commercial bids of those tenders, which are found technically suitable, will only be opened and considered for the items technically approved.
6. Commercial bid opening dates will be finalized after opening of technical bids and shall be informed to the technically approved tenderers separately.
7. The tenderer may be asked to give demonstration of the trainer/equipment/software preferable at Korba and must sign an agreement before the order phase.
8. The tender (Technical Bid) will be opened as per the date and time given above in the presence of such tenderers or their representatives who are desirous to be present.
9. Tender received after due date and time will not be entertained.
10. The Tender form is non transferable.

11. Tender should be submitted in Duplicate. They should be tagged separately and marked as original and duplicate.
12. Item no. and page no. of the tender form should be strictly in chronological order.
13. Make, name of the manufacturer with complete address should be mentioned against each item and equipment.
14. Printed condition on the back of the tender will not be binding unless separately mentioned. Copies of the terms and condition should be furnished in duplicate.
15. The tenderer must furnish complete and detailed specification supported by printed literature of the equipment offered. Incomplete specifications/absence of printed literature support will result in the rejection of the tender.
16. The rate should be FOR destination including Excise and PFFI. Nothing extra will be paid in such case except the VAT/CST on the cost of the equipment.
17. If rate are quoted ex-go down/ex-factory then Excise duty, and PFFI charge should be clearly indicated for proper rate compatibility/comparability.
18. Taxes, if viable extra, should be clearly indicated failing which the rate quoted in the tender will be considered as inclusive of all taxes.
19. The supplier will have to get the equipment delivered in the institution and then only the payment will be made in rupees.
20. There should be no alternations/corrections made in the quotation. Quotation should always be in figures and words.
21. The tender should clearly indicate whether the equipment is complete in itself. If in the opinion of the tenderer, certain accessories/safety devices are necessary with the type of the equipment tendered, he may quote for them under the heading Extra but Essential.
22. As per the order of the state Govt. small scale industries registered with the Industries department of Chhattisgarh Govt. are to be given a price preference of 10% while comparing rate with the other suppliers for equipment produced/manufactured by them. In order to avail this preference the tenderer should furnish a certified/Photostat copy of the registration along with the tender.
23. The tenderer is required to deposit 03% of the quoted amount as EMD. The EMD should be deposited, separate for each category, in the form of Demand Draft drawn in favor of Principal Institute of Technology, Korba (Chhattisgarh) against tender No ITK/PUR/2012/2271 refundable under the order of, Principal, Institute of Technology, Korba (Chhattisgarh). Tender received without EMD will be rejected. Requests for relaxing EMD will not be entertained. EMD by cheque/bank guarantee/ Money Order will not be accepted.
24. Demand Draft for the EMD should be submitted along with the technical bid of the tender and a photocopy of the same may be submitted with the commercial bid.
25. In case of non-acceptance of the tender, the EMD will be refunded to the tenderer in course of time. The EMD will be treated as security deposit in case of selected tenders. EMD/Security deposit will be forfeited in case of breach of agreement of supply by the tenderer (supplier).

26. The order shall stand cancelled and security forfeited
 - i. If supplier expresses his inability to execute the order for the quoted items within validity period of the tender at the rate quoted in the tender and for makes/ brand quoted in the tender.
 - ii. If the complete equipment is not supplied within the delivery period mentioned in the order or within the extended period permitted.
27. Any Equipment/Trainers, Hardware or software breakdown must be attended within 48 hours during the warranty period of the equipment/software free of cost.
28. Payment will be released after the successful installation and demonstration at the institution.
29. Extension in the delivery period may be granted at the discretion of the undersigned. The penalty at a rate of 2% per month of the full cost of the equipment is liable to be charged for the extension of the delivery of the delivery period. Equipment received after the delivery period or dispatched after the delivery period mentioned in the order will also be subjected to this penalty.
30. In case of any default in execution of order, the undersigned reserves the right to forfeit the EMD/Security deposit. The undersigned also reserve the right to cancel the order and forfeit the EMD/Security deposit in case the tenderer fails to adhere strictly to all terms and condition of the order.
31. If defects of any kind or deviations from the specification are detected and reported to the supplier, the supplier should make replacement or rectify the defects free of cost within 30 days, from the date of report, failing which the equipment will not be accepted and will be returned to the supplier at his own risk and cost, and the EMD will be forfeited. In case the equipment is sent for repairs to the firm, it should be repaired within 30 days, from the date of receipt of equipment failing which the same will not be accepted and the EMD will be forfeited. However the undersigned may condone the delay in deserving case at his discretion.
32. The undersigned reserves the right to increase/decrease the quantity of the equipment to be supplied.
33. The submission of the tender will deemed to be the acceptance of all the terms and condition of the tender as stated herein and/or elsewhere in the tender document.
34. Tender should be valid for at least six months from the date of opening the commercial bid of the tender. The price should be firm without variations of any kind.
35. The institution will issue "D" FORM duly complete and signed by the competent authority for reduction in CST at the time of final payment.
36. The undersigned reserves the right to accept the lowest or any tender and also of rejecting all or any tender without assigning any reasons for the same or to split up the tender as the may deem fit.
37. Request for the supply of any details in the respect of quotation or comparative chart or any other enquiry in respect of the tenders received will not be entertained. Exact and earliest possible time of delivery should be indicated in the tender against each item. Other things, being equal, the tenders who give earliest delivery period will be preferred while comparing the rates. The delivery period

given in the order will be the date of receipt of the equipment in the institute and not the date of dispatch of the equipment by the supplier.

38. Sealed envelop for the tender should be super scribed as Tender Notice No ITK/CSE/2012/2271 along with the category applied for and should be addressed to Principal, Institute of Technology, Korba (Chhattisgarh). S.No. and Name of the Category for which the tender is submitted, should be clearly mentioned.
39. Materials/Equipments sent through courier/cargo services will not be accepted unless the presence of any representative from supplier. No advance payment, either with the tenderer or agent R/R will be made to any supplier, please note that any other payment terms or such type are not negotiable.
40. Latest Income tax Clearance and CST Clearance certificate from the concerned authority should be attached with the tender. Tender received without this certificate will be rejected.
41. The supplier should have at least three years experience in concerned field. In support of experience the supplier should attach Xerox copies of purchase and execution report of supply for the period.
42. The minimum guarantee period for the equipment supplied by the supplier have to be given which should be less than one year from the date of installation. Security Deposit/EMD of order will be required to undertake repair/replacement of defective parts free of cost at the institution.
43. All the disputes with regard to the contract of purchase of equipment etc. will be subjected to Korba (Chhattisgarh) jurisdiction only.
44. In the event of the order, supplier who are the manufacturer of the equipment will be required to furnish a certificate to the effect that they are manufacturers of such and such make whereas the authorized agent of stockiest will have to furnish certificate assigned by the manufacture certifying that M/S is their authorized agent/stockiest under brand. No equipment without this certificate will be accepted.
45. The equipment/machinery calibrated in metric system need be quoted.
46. The tender shall guarantee that after sales service shall be provided as and when required.
47. The supplier should render necessary assistance, if required, in the installation of the equipment/machinery in the institute free of charge.
48. No offer should be made for imported item for which import license has to be arranged by the undersigned. The entire imported item will have to be delivered in the institute and payment will be made in Rupees only.
49. The supplier can quote part or full tender(applicable to all tender categories except Library) and proportionately the EMD may be submitted.
50. Quality and price of the product will be the decisive factors for the award of tender. Merely quoting the lowest price without desired quality may lead to the consideration of next suitable tenderer.
51. Other terms and condition will be as per C.G. State Government store purchase rule.

Principal
Institute of Technology
Korba(C.G.)

(Proforma for Technical Bid)

The offer should be submitted in the following format only:

S.No.	Name of Item along with Make	Specifications given in the Tenders	Technical Specifications which the bidder wants to supply as for Catalogue/ Brochure (Specification must not be less than given specification)	Deviation	Remarks

NOTE: Attach Catalogue/Brochure in original for above quoted Items. The quoted items should conform to BIS standards.

(Proforma for Commercial Bid)

The offer should be submitted in the following format only:

S.No.	Name of Item along with Make	Specifications given in the Tenders	Technical Specifications which the bidder wants to supply as for Catalogue/ Brochure (Specification must not be less than given specification)	Price of Equipment	Cost of equipment Inclusive of Taxes & all charges	Remarks

NOTE: Attach Catalogue/Brochure in original for above quoted Items. The quoted items should conform to BIS standards.

ACKNOWLEDGEMENT

This is to acknowledge the receipt of your Demand Draft/ IPO No. Dated
For Rs.

Principal
Institute of Technology
Korba

(To be signed and returned along with the tender)

I/We (Full Name)

Address have

read the tender rules for the supply of various stores as per tender notice to the Principal, Institute of Technology, Korba (C.G.) and I/We fully accept the bidding rules supplied to me/us with the bidding documents.

Date:
Firm)

Signature: (Name & Full Address of the

TENDER FORM FOR SUPPLY OF LAB EQUIPMENTS/ SOFTWARE

The tender form dully filled and accompanied by necessary documents in a sealed cover addressed to Principal, Institute Technology, Korba Vill: Rumgara P.O. Balco Nagar, Korba (C.G.) should reach by 13:00on or before 11/12/2012.

Requisite Information

1. Name of the Applicant/Firm:
2. Address: (Attach documentary proof)
3. Constitution of the Applicant: Manufacturer /Authorized Dealer /Company/Proprietor/Partner
4. Telephone Nos. & Email:
5. Turnover for the last three years: (Attach documentary proof)
6. List of regular clients with the: name of contact person and telephone No.
7. Permanent Account No. (PAN): (Attach photocopy)
8. Traders Identification No. (TIN),: if any(Attach photocopy)
9. Registration No. Under CST, if any: (Attach photocopies)
10. BIS/ISI/ISO Membership No., if any(Attach photocopy)
11. Details of certified banker's: cheque /demand draft for Bid Security Deposit (EMD)
12. Percentage of discount offered: (To be mentioned in figure & words)

Signature:(Authorized signatory)

Name:

Designation:

Stamp of Applicant

Requirement for Computer department

S.No.	Equipment Name	Specification	Qty.	Remark
1.	UPS 20KVA	20 KVA Online UPS Make Microtek, Uniline, other with details	5	
2.	PCI Wireless Card	PCI Computer Wireless card up to 2 mbps speed	240	
3.	Wireless access point	One Wireless antenna it should be covered 2.5 km radius area in diameter.	1	
4.	Fire protection system for lab	Fire Protection system for Computer Lab	3	
5.	Vacuum Cleaner	General Purpose Vacuum Cleaner for lab Heavy Duty	1	