



## **MAHATMA GANDHI CENTRAL UNIVERSITY BIHAR**

[Established by an Act of Parliament]

Camp- office, Raghunathpur Near O P Thana, Motihari – 845 401, District – East Champaran, Bihar

### **e-TENDER DOCUMENT**

for

### **PURCHASE OF DESKTOP COMPUTER & PRINTER**

The offers, in the prescribed format, shall be submitted online at <https://mgcub.euniwizarde.com> as per the tender document. No tender will be accepted in hard copy, fax, e-mail or any other such means. The intending bidders must be registered with e-Procurement <https://mgcub.euniwizarde.com>. The bids, completed in all respects, will be accepted through e-Procurement portal only.

Registration with M/s ITI Ltd: - Intending bidders are requested to register themselves with M/s ITI Ltd (if not registered earlier) through <https://mgcub.euniwizarde.com> for obtaining user-id, by paying a registration fee (2000 + GST), online tender processing fee etc. Bidders are also required to obtain Digital Signature for participating in the e-tender.

For participating in the e-Tendering process of Mahatma Gandhi Central University, Motihari Bihar, the contractor shall have to get them registered on the site <https://mgcub.euniwizarde.com> by making required payment through only online payment mode so that they will get user ID and Password. This will enable them to access the website, <https://mgcub.euniwizarde.com> with the help of Digital Signature by which they can participate in e-Tender of Mahatma Gandhi Central University, Motihari Bihar. For this intending bidder may contact following e-Wizard Helpdesk numbers.

**Note -Hence it is requested to all Vendors/Contractors/Firms to upload the tender through online mode only. For more details you can visit <https://mgcub.euniwizarde.com> of MGCUB official website.**

1. E-Wizard Helpdesk  
1st floor, M-23, Road No. - 25,  
Near SBI Sri Krishna Nagar, Patna-800001.  
Phone No.: 0612-2520545, 8448288984, 8448288985, 8448288986

2. E-Wizard Helpdesk  
A-41 Himalaya House 23, K G Marg  
New Delhi -110001, Phone No. 011-49606060  
The intending bidder must have valid Class-III (Signing + Encryption) Digital Signature to submit the bid  
online. For this intending bidders may contact above mentioned helpdesk numbers

**Tender No.** E-Tender/04/2019/MGCUB

**Date:** 14<sup>th</sup> Nov 2019

**E-TENDER FOR**  
**Purchase of Desktop Computer & Printer**

<b>Tender No...</b>	<b>: E-Tender/04/2019/MGCUB</b>
<b>Date of Commencement for issue of Tender</b>	<b>: 14-11-2019 (Thursday)</b>
<b>LAST DATE FOR SUBMISSION OF TENDER FORM</b>	<b>:04-12-2019 (Wednesday) Up to 05.00 PM</b>
<b>DATE OF OPENING OF TENDER (i.e. Technical Bid)</b>	<b>:05-12-2019 (Thursday) Up to 12.00 NOON</b>

**Tender available on <https://mgcub.euniwizarde.com> and  
<https://eprocure.gov.in/cppp>  
& [www.mgcub.ac.in](http://www.mgcub.ac.in)**



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### **Tender document for Purchase of Desktop & Printers.**

Sealed tenders are invited from the respective OEM/ authorized dealers/firms etc. for **Supply & Installation of Desktop Computers, Printers, as per**, “Annexure A” as Technical Bid and “Annexure B” As Financial Bid with the following Details:-

Sl. No.	Particular	Quantity	Amount of E.M.D
1.	Desktop Computer	100	DD amounting to Rs. 1.50 Lakh
3	Printer	30	DD amounting to Rs. 0.50 Lakh

**Type of Tender: 2 Bid System.**

#### **Important Notes to the Bidder:**

Sealed quotations are invited for supply and installation of **Desktop Computers, Printers**, at Mahatma Gandhi Central University, Motihari. as per list attached/given in “**Annexure A-1 to A2**”. Bids should be submitted **by 4<sup>th</sup> Dec, 2019 up to 05:00 P.M.** at Mahatma Gandhi Central University, Motihari. Tender document can be downloaded from the University website at URL Link: <http://www.mgcub.ac.in>. <https://mgcub.euniwizarde.com> and <https://eprocure.gov.in/cppp> & [www.mgcub.ac.in](http://www.mgcub.ac.in)

1. Tenders shall be submitted in 2 parts. Part A (Technical Bid) and Part B (Financial bid) The Envelope of Technical bid as per annexure **A-1 to A-2** and Financial bid as per **Annexure ‘B-1 to B-2’** should be kept in separate envelope. Technical Bid part A should contain all technical document along with tender fee (Rs.1000.00 in shape of DD) & EMD. Both envelope Part A & Part B must be kept in a Big envelope.
2. Losses or damages in transit will be to the account of the supplier. The supplier may if he/she so desires get the goods insured and include such charges in the tendered rate
3. Forfeiture of Earnest Money :  
Earnest Money is liable to be forfeited and bid is liable to be rejected, if the bidder withdraws or amends impairs or derogates from the tender in any respect within the period of validity of the tender.
4. Performance Security equivalent to 5% of the ordered value will have to be furnished by supplier within 10 days of the award of contract. Performance Security may be furnished in the form of an Account payee Demand Draft or

Bank Guarantee/FDR from a Scheduled bank in an acceptable form, safeguarding the university's interest in all respects. Performance Security should be valid up to two months beyond the expiry date of warranty obligation.

5. The undersigned is not bound to accept the lowest tender and may reject any tender or any part thereof without assigning any reason.
6. All the columns of the "Annexure B" attached should be properly filled. The rates and units shall not be overwritten in the price schedule. The rates shall be quoted both in figures and words. The tender should be signed by the authorized signatory of the firm.
7. No payment will be made in advance for any supplies under this tender. The valid documentary proof of Registration of Firm/Authorization, Sales Tax, VAT/Service Tax Registration No. & details of Income Tax registration (PAN) should be submitted along with the quotation.
8. The University reserves the right to verify/seek confirmation of all original documentary evidence submitted by the vender's in support of the tenders, specifications for eligible criteria. In case any information furnished by vender is found false/incorrect, the tender will be rejected.
9. Delivery and installation of the items are to be completed within 30 days from the date of confirmed purchase order. If delivery does not happen within 30 days, university reserve right to cancel the PO & may forfeit EMD as well as performance security.
10. Normally the payment shall be made to agency within 30 days from the date of successful installation of equipment & subject to submission of proper Invoice along with warranty and installation certificate duly signed by supplier and concerned official of the University. Payment will be released through online bank transfer as such copy of cancelled cheque in required along with Invoice.
11. All legal proceedings, if necessity arises to university may be any of the parties (University Contractor/ Supplier) shall have to be lodged in the courts situated at **Motihari** and or Jurisdiction of Distt. Motihari
12. Compliance of all statutory requirements will be the sole responsibility of the agency/ Bidder.
13. **Arbitration Clause:** If the dispute cannot be settled by mutual discussions within thirty (30) days period, either party may refer the matter to a panel to three arbitrators. Each party shall be the presiding arbitrator. The arbitration proceedings shall be held under the provisions of the arbitration and Conciliation Act, 1996 or any of its subsequent amendments.
14. Last date for submission of tender will be consider the next working day if due to any reason the date of tender is declared as closed holiday for whatsoever reason.

15. This tender is floated for procurement of 100 nos. of Desktop Computer and 30 Printers however quantity may increase/decrease, as per requirement of University.
16. The minimum annual turnover of the firms / Agencies for the las 3 years should not be less than **One Crore**.
17. The detailed tender terms & conditions are attached.

**OSD Administration  
Mahatma Gandhi Central University,  
Motihari -845401**



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## (To be Filled by the Vendor/Bidder)

1. Name of the quoted equipment(s): -----
2. Name of the Vendor : -----
3. Full Address of the Vendor : -----
4. Telephone/Mobile No./Email : -----
5. Fax No. (If any) : -----
6. Registration No. of Firm : -----
7. PAN : -----
8. VAT/CST Registration No. : -----

### **9. Details of DD**

(a) For Tender Fee :DD No.-----Dated-----Bank-----  
(Non-refundable)

(b) For E.M.D. :DD No.-----Dated-----Bank-----  
(Refundable without interest)



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## TERMS AND CONDITIONS OF THE TENDER

### 1) **Price / Taxes:**

Prices stated in this tender are firm and shall remain firm until required deliveries have been completed unless otherwise expressly agreed to in writing by both parties. The vendor agrees that any price reduction made with respect to Material covered by this order subsequent to placement will be applied to the order. All prices specified herein include all charges for, but not limited to, inspection, and packaging. Prices set forth shall be inclusive of applicable taxes viz sales, value-added or similar taxes until and unless specified in the schedule.

### 2) **Acknowledgement And Acceptance of agreement:**

This agreement constitutes an offer from the university and is expressly limited to the Terms and Conditions contained herein. The Terms and Conditions of the agreement are those that apply to the purchase of materials, items, products, components or services (hereinafter referred to as "Material"). All exhibits, attachments, technical specifications, drawings, notes, instructions, or information referred in the agreement are incorporated herein by reference.

### 3) **The Vendor as an Independent Contractor:**

The Vendor shall perform the obligations of this order as an independent contractor and under no circumstances shall it be considered an agent or employee of the university. The terms and conditions of this order shall not, in any way, be construed as to create a partnership or any other kind of joint undertaking or venture between the parties hereto. The Vendor expressly waives any and all rights which may or may not exist to claim any relief under the university's comprehensive insurance policy, worker's compensation or unemployment benefits.

### 4) **Delivery:**

The equipments should be delivered & installed at Mahatma Gandhi Central University, Motihari within a time period of 30 days from the date of purchase order. If any material is not delivered by the date specified therein, the University reserves the right, without liability, to cancel the order for undelivered material not yet supplied and to purchase the same from another vendor and to charge the defaulting Vendor for any loss incurred in this transaction. Any provisions thereof for delivery by instalment shall not be construed as obligatory unless agreed upon by both the parties. The University shall have the right to refuse deliveries made more than one week in advance of any delivery schedule appearing in the order unless arrangements for such early delivery have been confirmed with the receiving party.

If the vendor is unable to complete performance at the time specified for delivery, by reason of strikes, labour disputes, riot, war fire or other causes beyond the Vendor's reasonable control, the university at its option, may elect to take delivery of material and to pay such proportion of the contract price as deemed reasonable by the university.

**5) Reproduction of Documentation :**

The University shall have the right at no additional charge to use or incorporate all or portions of material found in the Vendor's literature and/or reproduce the Vendor's applicable literature such as operating and maintenance manuals, technical publications, prints, drawings, training manuals and other similar supporting documentation and sales literature. The Vendor agrees to advise the University of any Updated Information relative to the foregoing literature and documentation with timely written notice.

**6) Rescheduling :-**

The University may without liability at least seven days prior to the scheduled delivery date appearing on the order defer delivery on any or every item under said order by giving oral notice to the Vendor (confirmed in writing within seven working days) of any necessary rescheduling.

**7) Supply, Packaging and Labelling :**

- All Material purchased hereunder must be packed and packaged to ensure its safe delivery in accordance with good commercial practice and where incorporated, the University's packaging specification.
- The Supplier shall provide such packing of the Goods as is required to prevent their damage or deterioration during transit to their destination as indicated in the Contract. The packing shall be enough to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit and open storage. Packing case size and weights shall take into consideration, where appropriate, the remoteness of the goods' destination and the absence of heavy handling facilities at all points in transit, including the final destination.
- The packing, marking and documentation within and outside the packages shall comply strictly with such special requirements as shall be provided for in the Contract including additional requirements, if any, specified in the contract and in any subsequent instructions ordered by the Purchaser.
- It is the sole responsibility of the vendor to provide/replace the item/good if it is lost or broken during the shipping or transportation due to whatever may be the reason.
- Vendor is responsible to ensure, by contacting the University, that the shipping has been properly done i.e., all the items/goods have properly reached the University.

**8) Changes / Amendments :**

The University shall have the right at any time, by written notice, in the fee of an amendment order, to make any changes it deems necessary, including, but not limited to, changes in specifications, design, delivery, testing methods, packing or destination. If any such required changes cause an increase or decrease in the cost of or the time

required for performance, an equitable adjustment shall be made in the contract price or delivery schedule, or both. Any claim by the Vendor for adjustment under this clause shall be deemed waived unless asserted in writing within ten (10) days from receipt by the Vendor of notice of change (amendment order). Price increase, extension of time for delivery and change in quantity shall not be binding on the University unless sufficiently justified by vendor and accepted by the university in a form of amendment/ Change Order issued and signed by the University.

**9) Inspection And Acceptance :**

Material procured from vendor shall be inspected and tested by the University or its designee at vendors cost. If deemed necessary by the University, the Vendor shall provide without charge, all reasonable facilities and assistance for such inspection and test. Any inspection records relating to Material covered by this agreement shall be made available to the University during the performance of the order.

If any Material covered by this agreement is defective or otherwise not conforming to the requirements of this agreement, the University may, by written notice to the Vendor:

- (a) rescind the purchase/supply order as to such non-conforming Material;
- (b) accept such material at an equitable reduction in price;
- (c) reject such non-conforming material and require the delivery of suitable replacements
- (d) If the vendor fails to deliver suitable replacements promptly, the university, with notice of seven business days, may replace or correct such material and charge the vendor the additional cost occasioned thereby, or terminate this order for default.

No inspection (including source inspection) test, approval (including design approval) or acceptance of material shall relieve the Vendor from responsibility for defects or other failures to meet the requirements of this order. Rights granted to the University in this article entitled INSPECTION is in addition to any other rights or remedies provided elsewhere in this order or in Law.

**10) Invoicing / Payments / Set-Offs:**

After each completion of supply/purchase order, the Vendor shall send duplicate invoices including item number to the University's concern Department.

Payment of invoice shall not constitute acceptance of Material ordered and shall be subject to appropriate adjustment, if the Vendor failed to meet the requirements of this agreement. The University shall have right at any time to set-off any amounts due to the Vendor, (or any of its associated or affiliated companies) against any amounts owed by the university with respect to this agreement.

**11) Terms of Payment and Conditions:**

100% of the payment shall be released upon successful commissioning of the equipment/ item and on production of the documents showing takeover and acceptance of the equipment/item by the consignee, after ensuring that already

furnished Performance Security is valid for a period of 60 days beyond the date of completion of all contractual obligations of the bidder / supplier including comprehensive maintenance warranty obligations.

**Price Fall Clause:-**

If at any time prior to delivery of the equipments/items the bidder/supplier reduces the sale price of such equipments/items as covered under this tender enquiry, to any organization (including Central/State/Deemed university) at price lower than the price quoted under this contract, he shall forthwith reduce the price payable under this tender for the equipments/items being supplied after the date of coming into force of such reduction, the price of equipments/items shall stand corresponding reduced.

**12) Selection of the Bidder:**

For the purpose of selection of the bidder, a two-stage bidding process will be followed.

The response to the tender should be submitted in two parts viz. Technical Bid & Commercial Bid & must be submitted in separate sealed envelopes.

**(a) Technical Bid:**

Technical bid should contain information regarding the business turnover, experience and other details of the firm to judge the suitability of the bidder. Bidder must be proving the following documents:

- a) Detailed firm & company details copy of registrations must be enclosed.
- b) Signed & Stamped compliance sheet of the technical specification as per **Annexure A-1 to A-2** of the offered equipment/item with technical printed literature must be enclosed with the technical bid. Sl. No. of technical brochures should be mentioned against each technical specification to ensure the technical compliance.
- c) Authorization letter from manufacturer in case of dealer/s for the said equipment in bidding.
- d) Clientele list Performance Certificates from clients
- e) Self-attached photocopy of annual turnover, IT clearance Certificate, Audited Balance Sheet, etc. for the last **three Years**.
- f) The bidder/OEM self-declaration stating that he/she is not banned/debarred or black listed by any Central/State Govt. of India/PSU/Organizations/Institutes in India or abroad in prescribed format
- g) Demand Draft for EMD amount
- h) Tender fee
- i) The form of the "Terms and Conditions" should be duly filled and signed by authorized person.

It is only when the information about the company in technical bid along with Authorization letter from manufacturers (in case of distributor/dealer/retailers), DD

for tender fee & EMD. Registration document of the firm etc. is found satisfactory; the commercial part will be opened.

**(b) Price Bid:**

- a) Financial bid should contain price of the material required to be supplied as per Price Annexure "B" as supplied by the University along with the Tender form, duly filled and signed by the authorized person.
- b) All costs should be given in figures and words. All the Govt. levies like sales tax, octroi, CD, and educational cess, service tax etc., if any, should be clearly and separately mentioned for each item or component. However, all taxes will be paid at actual rates applicable at the time of delivery.
- c) The rates quoted should be applicable to educational institutions and any cost
- d) advantage received in lieu in thereof should be passed on to the University.
- e) Prices shall not be subject to escalation of any nature
- f) Prices should be FOR – Mahatma Gandhi central University, Motihari including all levies & installation charges.

Vendors should clearly mark on the both sealed envelopes “**Tender enquiry For Desktop Computers & Printers**” (Mahatma Gandhi Central University, Motihari) and “**Financial / Technical Bid**” on the respective envelope at left corner.

While the above procedures lay down the overall guidelines, the University reserves the right to select the vendor based on other parameters at its discretion.

**13) Delivery and Opening of Tender:**

All tender documents should be sent through courier, speed post, registered post or by person. Telegraphic / fax offer will not be considered and ignored straightway. All tender documents received after the specified date and time shall not be considered.

The completed tender should be delivered at the Inward Section of the Administrative building of the **MAHATMA GANDHI CENTRAL UNIVERSITY BIHAR** on or before

**Date 04<sup>th</sup> Dec, 2019 up to 05.00 PM**

**The Bids will be opened on 5<sup>th</sup> Dec, 2019, at 12.00 NOON**

**14) Performance Security :**

On receipt of notification of award from the University, the successful Bidder shall furnish the performance security at **5%** of the cost of the material ordered in the form of DD in favor of The Mahatma Gandhi Central University, Motihari. Failure of the successful bidder shall **constitute** enough grounds for the annulment of the award and forfeiture of the bid security, in which event the University may award to the next lowest bidder or call for new bids. Performance Security should be valid up to two months beyond the expiry date of warranty obligation.

**15) Rejection of Bids:**

- a) If bidders give wrong information in their bid, University reserves the right to reject such bids at any stage and forfeit the Earnest Money Deposit / Performance Bank Guarantee and cancel the order, if awarded.
- b) Incomplete bids are liable to be rejected.
- c) If the technical offer contains any price information the offer will be summarily rejected.
- d) Canvassing in any form in connection with the tender is strictly prohibited and the **bids** submitted by the bidder who resort to canvassing are liable for rejection.
- e) Unsigned tenders/bids, unattested corrections and over writing by bidders are also liable for rejection.
- f) The schedule for accepting the tenders shall be strictly followed- late tenders shall not **be** accepted.
- g) Bids submitted without supporting documents as mentioned or required to submit **with** bids are liable to be rejected.
- h) The Tenderers must confirm in their bid acceptance in full of the terms and conditions in this enquiry. Any non-acceptance or deviations from the terms and conditions must be clearly brought out. However, tenderers must note carefully that any conditional offer or any deviation from the terms and conditions of this enquiry may render the quotation liable for rejection.
- i) Each page of the tender document including all annexure duly stamped and signed by the bidder must be submitted along with the tender bid and tender should be page numbered.

**16) Liquidated damages for delayed supply:**

If Vendors fails to deliver any of or all products or does not perform the services within the period specified in the contract, the University reserves the right to, without prejudice to its other remedies under the contract, deduct from the bill, a sum equivalent to **1%** of the price of undelivered stores at the agreed price for each week to maximum limit of **5%** of the value of stores so undelivered. Once maximum is reached, the second party may consider termination of contract.

**17) Assignment / Subcontracting /sublet :**

The Vendor shall not assign the order received, any rights under this agreement or to become due hereunder neither delegated nor subcontracted /sublet any obligations or work hereunder without the prior written consent of the University.

**18) Cancellations :**

The University may cancel agreement entered with vendor in whole or in part, for no cause, upon written, FAX, telex, notice, email etc. to the Vendor, effective when sent, provided such notice is sent at **ten (10) days** prior to the delivery date specified on the face of this order.

The University may cancel order in whole or in part at any time for cause by written, FAX, or e-mail notice to the Vendor, effective when sent, in the event that the Vendor:

- (a) fails to comply with any term or condition of this order including, but not limited to, delivery terms; or
- (b) appoints a receiver, liquidator or trustee in bankruptcy or other similar officer over any or all of its property or assets; or
- (c) files a voluntary petition in bankruptcy; or
- (d) has had filed against it an involuntary petition in bankruptcy which remains in effect for thirty (30) days; or
- (e) voluntarily ceases trading; or
- (f) merges with or is acquired by a third party; or
- (g) Assigns any of its rights or obligations under the Order to a third party without the university's advance written consent.

Upon the occasion of any one of the aforesaid and in addition to any remedies which the university may have in Law or in Equity, the university may also cancel this order or any outstanding deliveries hereunder by notifying the Vendor in writing of such cancellation and the Vendor shall thereupon transfer title and deliver to the university such work in progress or completed material as may be requested by the university. The University shall have no liability to the Vendor beyond payment of any balance owing for Material purchased hereunder and delivered to and accepted by the university prior to the Vendor's receipt of the notice of termination, and for work in progress requested for delivery to the university.

**19) Warranty: Comprehensive Onsite Warranty as mentioned in Annexure 'A' i.e. on technical specifications.**

**20) This warranty provision shall survive any inspection, delivery, acceptance, payment, expiration or earlier termination of this order and such warranties shall be extended to the employees, students, and users of the material. Nothing herein, however, shall limit the University's rights in law or equity for damages resulting from delivery of defective goods or damage caused during the delivery of goods or provision of services.**

21) Rights granted to the University in this article entitled WARRANTIES are in addition to any other rights or remedies provided elsewhere in this order or in Law.

22) **Consumables/spares:** All hardware & software including drivers, device interface cards/network adaptor card must be pre-installed &precon figured in the Laptop.

Manual - Hard copies of instruction/operation/service manuals should be supplied.

23) **Patent Indemnity :**

The Vendor shall have to indemnify, hold harmless and defend the University, its employees, and students with respect to all claims, suits, actions and proceedings of actual or alleged infringements of any Letter, Patent, Registered or Industrial Design, Trademark or Trade Name, Trade Secret, Copyright or other protected right in any country resulting from any sale, use or manufacture of any Material delivered hereunder and to pay and discharge all judgments, decrees, and awards rendered therein or by reason thereof and bear all expenses and legal fees (including the University's) associated herewith. The university reserves the right to be represented in any such action by its own counsel at its own expense.

24) **Indemnity :**

The Vendor will indemnify, defend and hold the University, its and students harmless from any loss, expense, claim or damage including reasonable defence costs, arising from any claim or action based on any acts or omissions of the Vendor, its employees, servants, agents or subcontractors. The University reserves the right to be represented in any such action by its own counsel at its own expense.

25) **Compliance with Laws:**

After acceptance of tender, successful bidder shall have to comply with the requirements of all the existing laws. The Vendor shall also have to comply with the Fair Labour Standards Act and the Occupational Safety and Health Act, and all other applicable laws, ordinances, regulations and codes in the Vendor's performance hereunder. The Vendor will have to indemnify and hold the University and its customers harmless from any loss or damage that may be sustained by the University, by reason of the Vendor's failure to comply with any laws, ordinance, regulations and codes.

26) Tenders received late, incomplete tenders and tenders not in conformity with our prescribed specifications, terms and conditions will be rejected. The University will not be responsible for postal delay, non-receipt / non-delivery of tender documents or loss of documents in transit.

27) **Law of the Contract:**

The agreement entered with vendor shall be governed by and interpreted in accordance with the laws in existence and the Jurisdiction of Motihari, Bihar.

- 28) **Site preparation:** The supplier shall inform the University about the site preparation, if any, needed for installation, immediately after receipt of the supply order. Suppliers must provide complete details regarding space and all infrastructural requirements needed for the equipment, which University should arrange before the arrival of equipment to ensure its early installation and smooth operation thereafter. The supplier may offer his advice and render assistance to University in the preparation of the site and other pre-installation requirements.
- 29) Rate quoted by vendor should be valid for at least six months from the date of receipt of quotation.
- 30) As far as possible, quotations should be given for goods of Indian manufacturer and foreign goods quoted and proposed to be supplied should be covered by normal input quota of the dealer. This University is exempted from payment of custom duty/excise duty. Certificate of the same will be provided by the University, if needed.

**I/We have read all the enclosed Terms and Conditions carefully and ready to accept and according to that I/We are submitting herewith the tender.**

Date :

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**Annexure "A-1"**

**Technical specifications to be filled by bidder**

**Particular – Desktop Computer**

**Quantity required – 100 nos.**

S. No.	Item	Detail Specification	Make/ Model	Compliance (Yes/No)	Corresponding page no. and S.No./ para no. of datasheet catalogue/ brochure in support of specification	Deviation/ Remarks
1.	<b>CPU:</b>	Intel Core i7-8700 processor, 3.2GHz, 8MB Cache or higher				
2.	<b>Chipset</b>	Intel series Chip set				
3.	<b>Motherboard</b>	OEM mother board with OEM certified				
4.	<b>Slots</b>	Legacy PCI slots 1 , pci e x16 1 number PCI eX1 1 number M.2SOT 2 Number				
5.	<b>Graphics</b>	2 GB Dedicates Graphics				
6.	<b>Memory</b>	8 GB 2133 MHZ DDR4 RAM WITH 32 GB EXPANDABLE				
7.	<b>Hard Disk Drive</b>	1TB HDD.				
8.	<b>Monitor</b>	19.5" LED				
9.	<b>Video Controller</b>	To support HDMI				
10.	<b>Keyboard</b>	104 Keys Keyboard USB				
11.	<b>Mouse</b>	Optical Mouse USB				
12.	<b>Ports</b>	Minimum 8 USB ports or more (at least 4 USB 3.1, 4 USB 2.0 ), 1VGA port, HDMI PORT , RS-232 SERIAL PORT audio ports for microphone and headphone in front.				
13.	<b>Power Supply</b>	300WATT AND HIGHER WITH 905% EFICIENCY ANG HIGHER				
14.	<b>Cabinet</b>	Tower /Mini Tower				
15.	<b>Bays</b>	2 Nos. or above				
16.	<b>Networking</b>	10/100/1000 onboard Network port with remote booting facility, remote wake up and inbuilt wifi				
17.	<b>Power Management</b>	Screen blanking, hard disk and system idle mode in power on, set up password, power supply SMPS surge protected				
18.	<b>Operating System</b>	Windows 10 Professional or higher with media and documentation and certificate of authenticity				
19.	<b>OS Certification</b>	Windows 10 Pro. OS certification				
20.	<b>Security</b>	Administrator password (via BIOS), power-on password (via BIOS), Removable media write/boot control, SATA port disablement (via BIOS), Support for chassis padlocks and cable lock devices, Drive Lock and Automatic Drive Lock, Trusted platform Module (TPM) 2.0				
21.	<b>Compliance and Certification</b>	Energy star Version 6.1 for the given from factor of desktop and monitor certified, EPEAT certified in India, FCC, CE, RoHS Certificate for quoted desktop and monitor UL Certificate, , Window Certificate , ISO9001,14001,20001,27001 FROM OEM ,, PMA Compliant				
22.	<b>Warranty</b>	5 Years Onsite				
23.	<b>Information Accessibility</b>	Product details and technical specification of the model should be available to public on OEM official website for verification.				

**Technical specifications to be filled by bidder**

**Annexure "A-2"**

**Particular - Printer**

**Quantity required - 30 nos.**

<b>S. No.</b>	<b>Item</b>	<b>Detail Specification</b>	<b>Make/ Model</b>	<b>Compliance (Yes/No)</b>	<b>Corresponding page no. and S.No./ para no. of datasheet catalogue/ brochure in support of specification</b>	<b>Deviation/ Remarks</b>
1.	Type	Multifunction				
2.	Printing speed	23 ppm (A4) 12ppm(A3)				
3.	Printing Resolution	600 X 600 dpi				
4.	Standard Interface	USB 2.0 High Speed, USB 2.0 Host (2 ports), 10 / 100 Base-T / 1000 Base-T Ethernet				
5.	Toner	Separate drum technology and toner				
6.	Memory (RAM)	128 MB				
7.	Paper Size	A3/A4				

**Annexure "B-1"**

**Financial bid to be filled by bidder for Desktop Computers**

Name of Item	Make/Model	Unit Required	Rate per unit	Total Price
<b><u>Desktop Computer</u></b>				
For Annexure A-1		100		
			Add-Any other charges	
			Taxes if any	
			Gross. Total	

**Annexure "B-2"**

**Financial bid to be filled by bidder for Printer**

Name of Item	Make/Model	Unit Required	Rate per unit	Total Price
<b><u>Printer</u></b>				
For Annexure A-2		30		
			Add-Any other charges	
			Taxes if any	
			Gross. Total	

## FORMAT OF BANK GUARANTEE FORM

This guarantee should be furnished by a Nationalized Bank / Scheduled Bank, authorized by RBI to issue a Bank Guarantee. This bank guarantee should be furnished on stamp paper of Rs. 100/- The stamp paper should have been purchased in the Name of the Bank executing the Guarantee. In the case of foreign bidder the B.G may be furnished by an international reputed bank acceptable to the PURCHASER countersigned by any Nationalized / Scheduled Bank in India authorized by Reserve Bank of India.

### **PERFORMANCE BANK GUARANTEE**

1. WHEREAS M/s ....., having its registered office at ..... hereinafter called the Distributor in India for .....  
.....  
herein after called "The supplier" for the supply of ....., in consideration of the Mahatma Gandhi central University , Motihari, ..... dt. placed an order for the due fulfillment by the said supplier of the terms and conditions in the purchase order, on production of a Bank Guarantee for Rs..... (Rupees ..... only). We ..... Bank, ..... (Rein after referred to as "the Bank") at the request of supplier do hereby undertake to pay to the Mahatma Gandhi central University , Motihari an amount on exceeding to Rs..... (Rupees..... only).
2. We .....Bank do hereby undertake to pay Mahatma Gandhi central University, Motihari, the amounts due and payable under this guarantee without any demur, merely on a demand from **MGCUB** stating that the amount claimed is required to meet the recoveries due or likely to be due from the said supplier. Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the Bank under the guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding to Rs.....(Rupees ..... only)
3. We undertake to pay to the Mahatma Gandhi central University, Motihari any money so demanded notwithstanding any dispute or disputes raised by the supplier in any suit or proceeding pending before any court or Tribunal relating thereto, our liability under this present being absolute and unequivocal. The payment so made by us under this bond shall be valid and discharge of our liability for payment there under and the Supplier shall have no claim against us for making such payment.
4. We the ..... Bank further agree that the guarantee herein contained shall remain in full force and affect during the period that would be taken for the performance of the said Agreement and that it shall continue to be enforceable till all the dues of the Mahatma Gandhi central University , Motihari under or by virtue of the said Agreement have been fully paid and its claims satisfied or discharged or till Registrar on behalf of the Mahatma Gandhi central University , Motihari certified that the terms and conditions of the said Agreement have been fully and properly carried out by the said ..... and accordingly discharges this guarantee.

5. We, the ..... Bank further agreed that the Mahatma Gandhi central University , Motihari shall have the fullest liberty without our consent and without affecting in any manner our obligations here under to vary any of the terms and conditions of the said Purchase Order or to extend the time of performance by the said contractor from time to time or to postpone for any time or from time to time any of the powers exercisable by the Mahatma Gandhi central University , Motihari against the said supplier and to forbear or enforce any of the Terms and Conditions relating to the said agreement and we shall not be relieved from our liability by reason of any such variation or extension being granted to the said supplier or for any forbearance act or omission on the part of the Mahatma Gandhi central University , Motihari or any indulgence by the Mahatma Gandhi central University , Motihari to the said supplier or by any such matter or thing whatsoever which under the law relating to sureties would but for this provision have effect of so relieving us.
6. This guarantee will not be discharged due to change in the constitution of the bank or the supplier.
7. We, the ..... Bank lastly undertakes not to revoke this guarantee except with the previous consent of the Mahatma Gandhi central University, Motihari in writing.
8. This guarantee shall be valid upto ..... unless extended on demand by Mahatma Gandhi central University, Motihari. Notwithstanding anything mentioned above, our liability against this guarantee is restricted to Rs...../- (Rupees ..... only).

Notwithstanding anything contained herein

1. Our liability under this bank guarantee shall not exceed Rs...../- (Rupees ..... only)
2. Bank guarantee shall be valid upto  
.....
3. We are liable to pay the guaranteed amount or part thereof under this bank guarantee only and only if you serve upon us a written claim or demand on or before  
.....

Dated:

Signature & Seal of the Bank

Note: The above format contains specific clauses and expressions. These clause sand expressions can vary depending upon the nature / type of agreement and situation. Basic aspect to be kept in mind is that interest of Mahatma Gandhi central University, Motihari is fully protected.

**DECLARATION REGARDING BLACKLISTING / DEBARRING FOR TAKING PART IN TENDER.**

(To be executed &Attested by Public Notary / Executive Magistrate on Rs. 100/- non judicial Stamp paper by the bidder)

I / We \_\_\_\_\_ Manufacture / Partner(s)/ Authorized Distributor /agent of M/S. \_\_\_\_\_ hereby declare that the firm/company namely M/s.\_\_\_\_\_ has not been blacklisted or debarred in the past by Union / State Government or organization from taking part in Government tenders in India.

Or

I / We \_\_\_\_\_ Manufacture / Partner(s)/ Authorized Distributor / agent of M/s. \_\_\_\_\_ hereby declare that the Firm / company namely M/s.\_\_\_\_\_ was blacklisted or debarred by Union / State Government or any Organization from taking part in Government tenders for a period of \_\_\_\_\_ years w.e.f. \_\_\_\_\_ to \_\_\_\_\_. The period is over on \_\_\_\_\_ and now the firm/company is entitled to take part in Government tenders.

In case the above information found false I / we are fully aware that the tender / contract will be rejected / cancelled by the Mahatma Gandhi Central University, Motihari, Bihar, and EMD / SD shall be forfeited.

In addition to the above, Mahatma Gandhi Central University, Motihari, Bihar, will not be responsible to pay the bills for any completed / partially completed work.

Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Attested:

(Public Notary / Executive Magistrate)

**End of Tender Document**