



UNION CHRISTIAN COLLEGE

(Affiliated to Mahatma Gandhi University, Kottayam)

Accredited by NAAC with "A" Grade, Cycle-3

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LIMITED TENDER NOTICE

Nos.UGC/ /2014

Department: **UNION CHRISTIAN COLLEGE, ALUVA**

Sealed tenders are invited in the prescribed form for the supply of the following equipments for UGC aided projects/schemes functioning at Union Christian College, Aluva(UCC). The details, tender form and specifications can be obtained from the undersigned. These can also be downloaded from the UCC website www.uccollege.edu.in/tenders. EMD (1%) by way of crossed demand draft in favor of Principal, Union Christian College, Aluva payable at S.B.T Aluva Branch should be enclosed. The sealed tenders, super scribed "Tender for the supply of Equipments " and should be send to Principal, Union Christian College, Aluva Kerala-683 102 on before **30th September, 2014, 2.00 p.m.** and will be opened on the same day at 2.30 p.m. in presence of available bidders or their authorized representatives

Cost of tender form is calculated on the price of goods offered by the individual tenderer. Where the total offer value is in the range of 1 to 10 lakhs, the cost of tender form will be 0.2% of the tender value corrected to the nearest multiple of 100 + 5% VAT subject to a minimum of Rs.400+5% VAT and a maximum of Rs.1500 + 5% VAT. In cases where the offer value exceeds Rs.10 lakhs, the cost of tender form will be 0.15% of the tender value corrected to the nearest multiple of 100 + 5% VAT subject to a maximum of Rs.25000 + 5% VAT. . The cost of tender form is not refundable. All the rules/regulations applicable to government tenders will be applicable here also. Further details can be obtained from the office of the undersigned during office hours.

Principal,
Union Christian College,
Aluva – 683 102

List of Equipments

1. **No.UGC/101 /2014**

Department: **UNION CHRISTIAN COLLEGE, ALUVA**

(Ref: UCC/UGC/Addtl Grant/II Phase/14)

Sr.No	Item, Specifications	Quantity needed
01	Desktop PC-Dell or HP Make Dual Core Minimum 500 GB HDD, Min 2 GB RAM, Dell/HP -18.5" Monitor, Dvd-rw, Keyboard, Optical Mouse, OS	20 nos
02	Projector (Dell/Panasonic make) DLP or LCD, Min 2000 lumens brightness,	5 nos
03	Canon make Laser Printer LBP 6030B/LBP 2900B	5 Nos
04	Canon Make Xerox Machine Model iR2520/iR2422/iR2002N	1 Nos
05	Canon Make Printer (All in one) Print, Copy, Scan and Fax Model MF4750/MF4870DN	1 Nos
06	HP Proliant ML 330G6, Intel Xeon Processor E5606, 8 MB Cache,4GB Memory, Mouse, Keyboard, HP 750W power supply kit, HP 500 GB HDD-4 nos, 15.6 LED monitor (<i>if particular model not available a similar or higher end model may be quoted</i>)	1 Nos
07	Canon Make Scanner Machine Scan resolution: 2400 x 4800 dpi. Model LiDE 110	2 Nos
08	Interactive white board - Panasonic make Model UB-T580	2 nos
09	Antivirus for server and nodes	3 server and For 100 Systems

2. **No.UGC/102/2014**

Department: **UNION CHRISTIAN COLLEGE, ALUVA**

(Ref:-UCC/UGC/IQAC/14)

Sr.No	Item, Specifications	Quantity needed
11	Desktop PC-Dell or HP Make Dual Core Minimum 500 GB HDD, Min 2 GB RAM, Dell/HP -18.5" Monitor, Dvd-rw, Keyboard, Optical Mouse, OS	1nos
12	Projector (Dell/Panasonic make) DLP or LCD, Min 2000 lumens brightness,	1 nos
13	Canon make Laser Printer LBP 6030B/LBP 2900B	1 Nos
14	Canon Make Scanner Machine Scan resolution: 2400 x 4800 dpi. Model LiDE 110	1 Nos
15	Laptop. Core I3, 4 GB/500GB/15.1 LED, Win 8, 1Gb Graphic card Carry bag, Optical Mouse	1 Nos

Ref-UCC/UGC/CS/COE/14

Sr.No	Item, Specifications	Quantity needed
16	Desktop PC-Dell or HP Make Dual Core Minimum 500 GB HDD, Min 2 GB RAM, Dell/HP -18.5" Monitor, Dvd-rw, Keyboard, Optical Mouse, OS	10 nos
17	Projector (Dell/Panasonic make) DLP or LCD, Min 2000 lumens brightness,	1 nos
18	Canon make Laser Printer LBP 2900B	1 Nos
19	Canon Make Scanner Machine Scan resolution: 2400 x 4800 dpi. Model LiDE 110	1 Nos
20	Laptop Computer. Specifications Core I3, 4 GB/500GB/15.1 LED, Win 8, 1Gb Graphic card, Carry Bag	1 Nos

General conditions

1. Tender forms can be downloaded from the UCC Website www.ucccollege.edu.in/tenders. Please quote the tender/s with specified references separately.
2. Cost of tender forms has to be remitted by way of DD in favour of the Principal, Union Christian College, Aluva.
3. The completed tender along with 1% of the quoted amount as EMD in the form of a separate demand draft as indicated above drawn in favour of Principal, Union Christian College, Aluva, and an agreement in Kerala Stamp paper worth Rs.100/- should be submitted on or before 2 P.M on **30th September, 2014**. The format of the agreement is available in the UCC website.
4. The bidder should give the detailed specifications of the type and capacity of the proposed equipments.
5. All consumable and spares required for the satisfactory running of the equipment during the warranty period has to be born by the bidder.
6. The bidder should provide necessary certificate of having executed similar supply previously along with the tender.
7. The bidder should indicate the number of years of guarantee/ warranty for the item of equipment executed.
8. The bidder to whom tender has been awarded should deposit a security amount of 5% of the cost as demand draft/FD in favour of Principal, Union Christian College, Aluva and an agreement in Kerala stamp paper worth Rs.100/-. The format of the agreement is available in the

UCC website. The security will be released only after satisfactory performance during the warranty period.

9. The installation, commissioning and trial running of the equipments should be conducted within three months from the date of confirmed purchase order.

10. The final approved cost for the supply of equipments will be released only after satisfactory commissioning of the equipments. No advance payment will be entertained. Tax of any nature will be levied from the quoted amount. All the rates quoted should be excluding tax.

11. Any deviation from the tender should be made in a tabular form in the tender.

12. The undersigned reserves the right to accept / reject any /all quotations without assigning any reason. All other rules and conditions for quotations prevailing in UCC will be applicable to this quotation also.

13. Branded models of the reputed firms will be given preference over others

14. We are exempted (regd. with DSIR) from payment of customs and excise duty for our procurement and hence prices quoted should be exclusive of these. Prices inclusive of ST and other taxes and installation charges, if any, may be indicated. We shall provide the necessary forms and certificates as required.

15. The exact specifications, details of make, model number, name of manufacturer etc., of the equipment offered must be clearly specified. Copies of detailed technical literature and illustrated brochures of the units quoted are to be included along with the offer. Offers without these are liable to be rejected. List of users giving the exact address of the contact persons and the model number of the units available at these locations have to be provided.

16. Instrument operating manuals have to be provided along with the supply.

17. Details of warranty offered should be clearly stated in the tender. Details of maintenance service contract offered after expiry of normal warranty and after-sales-service facilities available should be indicated.

18. Evidence of exclusive/authorized distributorship from foreign principals should be provided along with the offers for overseas products.

19. Period of firmness of the quoted prices should be clearly stated in the offer.

20. The undersigned reserves the authority to accept or reject any or all of the offers for any particular item without assigning any reason whatsoever.

21. All the rules and regulation applicable to Government tenders will be applicable to this tender also.

Principal, Union Christian College, Aluva

INSTRUCTIONS TO TENDERERS REGARDING TENDER FORMS DOWNLOADED FROM INTERNET

1. Tender file is to be downloaded from the internet and printout is to be taken on A4 size paper and details are to be entered by the tenderer at the various locations in the document.
2. This tender document (in full) downloaded along with the various documents required to be submitted as per the tender conditions in a sealed cover duly super scribing with the name of the equipment, tender notice no. and date, should be submitted in the office as mentioned in the tender notice before the date and time stipulated in the tender document.
3. The cost of tender document as indicated in the tender document will have to be deposited by the tenderer in the form of bank draft payable in favor of Principal, Union Christian College Aluva along with the tender document. This should be enclosed as a separate Demand Draft. A single demand draft for the cost of tender form and Earnest Money Deposit will not be accepted. Tender not accompanied with the demand draft towards the cost of the tender document will be summarily rejected.
4. The earnest money deposit required for this supply as stipulated in the tender document also to be submitted separately.
5. Tenderers are advised to download tender documents well in advance and submit the tender before the stipulated time. It is the responsibility of the Tenderer to check any correction or any modifications published subsequently in Website and the same shall be taken into account while submitting the tender. Tenderer shall download corrigendum (if any), print it out, sign and attach it with the main tender document. Tender document not accompanied by published corrigendum/s is liable to be rejected. The institution will not be responsible for any postal delays / delay in downloading of tender document from the internet.
3. The tenderer may please note that the rate for items should be written in figures and in words. Each page of tender document should be signed by the tenderer.
4. Tenderers are free to download tender document at their own risk and cost, for the purpose of perusal as well as for using the same as tender document for submitting the offer. Master copy of the tender document is available in the College office as mentioned in the tender document. After award of tender an agreement will be prepared based on the master copy of tender document available in the above mentioned department. In case, any discrepancy between the tender document downloaded from the internet and the master copy, latter shall prevail and will be binding on the tenderers. No claim on this account will be entertained.
5. If any change/addition/deletion is made by the Tenderer the tender will be summarily rejected and full earnest money deposit will be forfeited.
6. The following declaration should be given by the tenderer while submitting the tender:

Declaration

(a) I/we have downloaded the tender form from the internet site www.uccollege.edu.in and I/ we have not tampered / modified the tender forms in any manner. In case, if the same is found to be tampered / modified I/we understand that my/our tender will be summarily rejected and full earnest money deposit will be forfeited and the contract will be terminated at my/ our risk and cost.

(b) I/we am/are submitting a demand draft no. _____ dated _____ issued by _____ for Rs. _____ towards the cost of tender form.

Signature of Tenderer:

Date:

Address:

(Seal)