

**PANIGAON OM PRAKASH DINODIA COLLEGE  
PANIGAON, LAKHIMPUR, ASSAM  
PIN: 787052**

**TENDER NOTICE AND EXPRESSION OF INTEREST**

Sealed quotation/ expression of interest are invited affixing court fees stamp of Rs.8.25 (Rupees Eight and twenty five paisa only) from reputed firms/ suppliers to supply computers under RUSA 2.0. Visit college website [www.opdcollege.edu.in](http://www.opdcollege.edu.in) for details.

Sd/-Dr.Suresh Dutta  
Principal  
Panigaon OPD College  
North Lakhimpur, Assam

**OFFICE OF THE PRINCIPAL  
PANIGAON OM PRAKASH DINODIA COLLEGE  
PANIGAON, LAKHIMPUR, ASSAM  
Ph.: 9435185038, Website; [www.opdcollege.edu.in](http://www.opdcollege.edu.in)  
Email.ID: [opdcollege52@yahoo.com](mailto:opdcollege52@yahoo.com)**

**TENDER DOCUMENT**

**(Includes both Technical & Financial bid documents)**

Name of the works: Supply of Computers

Issued To

M/s.....

.....

.....

Ph/Mobile .No

Signature of the issuing authority with seal

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PART-B (Financial Bid)

**TENDER NOTICE**

Sealed quotation are invited affixing court fees stamp of Rs.8.25 (Rupees Eight and twenty five paisa only) are invited from reputed firms/ suppliers under RUSA 2.0 for supplying Computers to Panigaon OPD College. Visit college website [www.opdcollege.edu.in](http://www.opdcollege.edu.in) for details.

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Principal  
Panigaon OPD College  
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**TENDER NOTIFICATION**  
**PANIGAON OM PRAKASH DINODIA COLLEGE**  
**PANIGAON, LAKHIMPUR, Pin-787052**  
**Mobil No-9435185038**

Website: [www.opdcollege.edu.in](http://www.opdcollege.edu.in)

Email: [opdcollege52@yahoo.com](mailto:opdcollege52@yahoo.com)

**NOTICE INVITING QUOTATION (NIQ)**

Particulars	Details
Nature of Work	NIQ No. A: Supply of Computers
Details of Contact Persons for Clarification/ Quarries	Dr. Suresh Dutta Principal Panigaon Om Prakash Dinodia College, North Lakhimpur Mobile No.: 9435185038 Email ID: <a href="mailto:sureshdutta68@gmail.com">sureshdutta68@gmail.com</a> OR Mr Jibedhar Nath Coordinator RUSA, Panigaon Om Prakash Dinodia College, North Lakhimpur Mobile No.: 7002348130 Email ID: <a href="mailto:jneconomics15@yahoo.in">jneconomics15@yahoo.in</a>
Mode of Tendering	1. Details terms and conditions can be obtained/downloaded from the college website <a href="http://www.opdcollege.edu.in">www.opdcollege.edu.in</a> . Hard copies can be obtained from college office during the office hours. 2. Tenders have to be submitted in the college during the office hours. 3. The bidders have to submit the seal tenders by affixing non- refundable court fees stamps of Rupees 8.25(Eight Rupees and twenty five paisa) only. Both the bids, technical and finical should be submitted separately.
Cost of tenders	Rs. 1000/-
<b>Estimated Tenders</b>	
Items	Supply of Computers
Token Earnest Money Deposited(EMD) Refundable	Token Earnest money deposited( EMD, Refundable ) 2%
Date of Publishing Tender	02/02/2023
Website for obtaining/ downloading tender documents	<a href="http://www.opdcollege.edu.in">www.opdcollege.edu.in</a>
Starting date and time of bids submission	02/02/2023
Closing Date and time of Bid Submission	11/02/2023 14.00hrs
Opening date and times of technical bid and Finical Bids	To be intimated in due time
Address Where Tenders are to be opened	Principal Panigaon Om Prakash Dinodia College, Panigaon, PIN: 787052 North Lakhimpur, Assam

Venue for Opening technical bid and final Bids	Office of the Principal Panigaon Om Prakash Dinodia College, Panigaon, PIN: 787052 North Lakhimpur, Assam
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### Notice Inviting Quotation

Sealed Quotations are hereby invited from govt. registered company/ farms/ authorized dealer/suppliers for supplying and installation of following items

Sl. No.	Nature of Work/Supply	Details	Tentative Amount with GST (In Rupees)	Token Earnest Money (Refundable)	Coat of EOI Paper( Non-Refundable)	Date of Completion
1	Supply of Computers	Enclosed in ANNEXURE-II	Rs. 6,00,000/-	2%	1000/-	15 Days

#### 1. ELIGIBILITY:

1. The Vendors should have the experience of supply of Computers to Colleges, and should have the experience of supply of the computers to any institution at least last 3 years.
2. Application for tender must include attested certificate copies of valid GST, Income Tax, Professional Tax, Trade licences, PAN card and Credential for works done.
3. No Quoted price above the cost of work mentioned will be accepted.
4. No extra cost will be borne by the college.
5. The rate should be quoted both in figures as well as in words.
6. No extension time will be allowed.
7. Payment will be made in favour of the selected bidder as per RUSA guidelines on successful completion of the works and observations of necessary formalities as the authority deems fit from time to time as per RUSA norms.
8. Since the entire work will be financed from RUSA project grant, payment will be made as per RUSA guideline.
9. The successful Bidder has to start of work within 5 days from the date of issue of supply orders. Acceptance of the lowest tenders is not obligatory and the undersigned reserves right to accept or reject any or all the tenders without assigning any reason.
10. The eligible Bidders have to face the Project Monitoring Unit of RUSA in order to negotiate and know the details of the proposed supply work.
11. Tender papers have to be collected from office of the undersigned within stipulated dates as mentioned below on showing necessary documents as mentioned and payment of non- refundable tender paper fees in the form of Cash/ DD in favour of 'The Principal, Panigaon OPD College' payable at North Lakhimpur.
12. Token earnest money at the rate of 2% percent of total amount has to be deposited in the form of DD in favour of 'The Principal Panigaon OPD College payable at North Lakhimpur.
13. Eligible bidders may present at the time of opening of financial bid.
14. The firms/suppliers are requested to submit copies of the following documents along with the Technical Bid, failing which their Bids shall be rejected and shall not be further considered:
  - a) Copy of Earnest Money Deposit (EMD)
  - b) Copy of PAN/GIR card, GST registration certificate
  - c) Copy of work experience of similar work during last five years
  - d) Original Tender document duly signed with seal of the firm on each page in token of acceptance of the terms and conditions of the tender.

## 16. Schedule:

- (a) Date of issuing tender: 02/02/2023
- (b) Last date of submission of sealed tender: 11/02/2023<sup>h</sup> 14.00 hrs
- (c) Date & time of opening tender:
  - (i) Technical bid: To be intimated in due time
  - (ii) Financial bid: To be intimated in due time.

Note : In case, the said date/s, happen to be a holiday for any reason, the activity will be held on the immediate next working day at the same time & place & as a consequence any change/s in the date/s of the subsequent activities will be informed through suitable media to all concerned. Selection of the agency will be at the sole discretion of the competent authority of the Panigaon OPD College who reserves its right to accept or reject any or all the proposals without assigning any reasons. The tender documents for the above work can be obtained from the office of the Principal, Panigaon OPD College, North Lakhimpur, or can also be downloaded from [www.opdcollege.edu.in](http://www.opdcollege.edu.in)

Sd/-

Dr. Suresh Dutta

Principal

Panigaon OPD College

North Lakhimpur, Assam

## 2. Terms and Conditions:

1. The list of Computers are to be submitted in hard and soft copies (in excel format) mentioning Sl. No, Name, Prices and offered discounts against each item. Bidders must submit on prescribed Annexure only.
2. The contract is to commence from the date of award of contract to the firm and shall continue for the period of six months, unless it is curtailed or terminated by Panigaon OPD College owing to deficiency of service or supply of substandard quality of materials.
3. Submission of OEM authorization is must for every product of Laboratory equipment, Computers and Sports equipment.
4. The contract shall automatically expire after six months from commencements of the contract unless extended further by the mutual consent of contracting firm and Panigaon OPD College
5. The contract may be extended on the same terms and conditions or with some additions/ deletions/ modifications and on satisfactory performance, for a further period of three months with mutual consent.
6. The contracting firm shall not be allowed to transfer, assign, pledge or sub-contracts rights and liabilities under this contract to any other company/ firm/ agency etc.
7. The contracting firm will be bound by the details furnished by the firm to Panigaon OPD College, while submitting the tender or at subsequent stage. In case, any of such documents furnished by the firm is found to be false at any stage, it would be deemed to be a breach of terms of contract making the firm liable for legal action besides termination of contract.
8. Financial bids of only those firms that are technically qualified shall be evaluated.
9. Panigaon OPD College reserves the right to terminate the contract during initial period after ~~giva~~ <sup>give</sup> a week's notice to the firm.
10. All expenses for sending the items supplied to Panigaon OPD College, North Lakhimpur, Pin 787052, Assam should be borne by the firm.
11. The rates quoted shall remain same during the rate contract period and no request for any increase in the rates shall be entertained during the period of the contract
12. The owner / supplier/ firm should be available on his/ her own direct telephone (office as well as residence) and also on mobile phone so that he/ she may be contacted immediately in emergency cases.
13. Before award of contract, all original documents will be checked by the authority of Panigaon OPD College and at that time attested photo copies are required to be furnished.

14. Panigaon OPD College shall not be responsible for any financial loss or other injuries to any person deployed by the contracting firm in the course of their performing the duties to Panigaon OPD College in connection with the supply of items.
15. In case of breach of contract by the vendor, Panigaon OPD College shall have the authority to cancel/ terminate the contract, besides forfeiting the Security Deposits.
16. It may specifically be mentioned whether quotation is strictly as per tender specifications/conditions. Deviation in any form will not be accepted.
17. Panigaon OPD College reserves the right to accept or reject any bid or cancel the tender proceeding without assigning any reason whatsoever. Further Panigaon OPD College reserve the right to purchase or to purchase any item listed in the price schedules.
18. The contract shall be subject to Lakhimpur Jurisdiction. This document and the contract or job award letter issued as a result of the tender process shall be interpreted in terms of Indian law.
19. All disputes arising out of this contract shall be settled amicably by Panigaon OPD College and the contractor. In the event of failure to reach amicable settlement, the change shall be settled by an Arbitrator appointed by Panigaon OPD College as per the provisions contained in Arbitration and Conciliations Act 1956.
20. The terms and conditions of Public Financial Management System (PFMS) will be followed in case of all financial transaction issues.
21. The successful Bidder (s) must sign an agreement with the Authority of the Panigaon OPD College regarding the contract and supply of materials as well.
22. The Contractor will be responsible for supply/installation of all such Computers equipment.

#### **INSTRUCTION FOR SUBMISSION OF TENDER**

1. The Contractors/Firms are required to submit two separate Bids i.e. Technical and Financial as per prescribed Proforma. The two bids should be submitted in two separately sealed envelopes superscripted "TECHNICAL BID FOR SUPPLYING COMPUTERS AT PANIGAON OPD COLLEGE" and "FINANCIAL BID FOR SUPPLYING COMPUTERS AT PANIGAON OPD COLLEGE, PANIGAON, LAKHIMPUR."
2. The financial bid of only those Contractors/Firms who qualify in technical bid evaluation by the concerned committee shall be opened. The financial bids of all those Contractors who have failed to qualify in the technical bid will not be opened under any circumstances.
3. The declaration in the prescribed proforma should be enclosed with the Technical Bid
4. The Technical Bid should be accompanied by an Earnest Money Deposit (EMD) as notified elsewhere in the document in the form of DD/Bankers 'Cheque for Earnest Money Deposit drawn on issued by any nationalized Bank drawn in favour of "Principal, Panigaon OPD College" payable at North Lakhimpur, Lakhimpur.
5. The Bidders can submit the tender either by post or by submitting in the box provided in the college in the following address-

To  
The Principal  
Panigaon OPD College North Lakhimpur  
Pin-787052, Assam

1. The earnest money shall be refunded to all the unsuccessful Contractors/Firms, without any interest after finalization of the contract. EMD shall be refunded to the successful Contractor/Firms on receipt of performance security deposit. No interest is payable on the EMD to either the successful Contractor or the unsuccessful Contractor. Exemption from payment of EMD is applicable as per the existing law if accompanied by the relevant orders/instructions issued by the appropriate authorities.
2. All entries in the tender form should be legible and filled clearly. Any overwriting or cutting which is unavoidable shall be signed by the authorized signatory. Any alterations without authentication will be treated as a 'NIL' entry.
3. The Contractor/Firms may quote for all or any facilities. However, tender in respect of each facility should be completed in all respects failing which the bid shall be considered non-responsive.
4. Tender incomplete in any form will be rejected outright. Conditional tenders will also be

rejected outright.

5. The closing date and time for receipt of tenders will be as detailed elsewhere in this tender ~~document~~
6. The technical bid shall be opened at a date & time as specified elsewhere in this tender document in presence of the authorized representatives of the Contractor/Firm, who wish to be present at that time. All the technical bids will be scrutinized, relevant documents checked for their authenticity and the Contractor/Firm whose technical tenders are accepted will participate in the financial bids on date & time as stipulated elsewhere in this tender document.
7. In case the successful bidder declines the offer of contract, for whatsoever reasons(s), his EMD will be forfeited.
8. The Contractor/Firm shall enter into a formal contract with the College within three days from the date of receipt of intimation of their selection. They shall further get prior approval of the draft copy of the agreement from the college.
9. Each page of the tender document should be signed and stamped by authorized representative of the contractor as a token of acceptance of the terms and conditions laid down by the college.
10. The competent authority of college reserves the right to withdraw/relax any of the terms and conditions mentioned above, under such circumstances the Contractor will be given adequate time to take the changes into account.
11. The competent authority of the college reserves its right to reject all or any tender in whole, or in part or cancel the entire tender process, without assigning any reason thereof

#### **12. EARNEST MONEY DEPOSITED:**

Technical Bid must be accompanied by Demand Draft for Earnest Money Deposit drawn on any Nationalized Bank in favour of **The Principal, Panigaon OPD College**. EMD shall be valid for a maximum period of 90 days from the closing date (original) of the tender. Quotation submitted without EMD shall be summarily rejected.

The Demand Draft in physical form duly sealed in envelop super-scribed with “**DD towards EMD and Tender Document cost for the tender No.....for supplying COMPUTERS IN PANIGAON OPD COLLEGE**” shall be dispatched/ submitted at the office of the Principal, Panigaon OPD College at the address mentioned below.

To  
The Principal  
Panigaon OPD College  
North Lakhimpur  
Pin-787052, Assam

#### **4. BID EVALUATION CRITERIA:**

1. In the first instance the Technical Bids shall be opened by the Authority of Panigaon OPD College in the presence of representative of Bidders, if available.
2. The date and time of the Technical Bids and Financial Bids to be intimated all concerned.
3. The Bidders may depute their representatives for the opening of the Bids.
4. The Technical Bids will then be evaluated by the Panigaon OPD College internally.
5. Once the Technical Bids are accepted, the Financial Bids of the vendors (whose Technical Bids have been accepted) shall be opened.
6. If any vendors so desires, it may depute its representative for Financial Bid opening event also.
7. The decision of the Principal, Panigaon OPD College shall be final and binding.
8. The terms and conditions of Public Financial Management System (PFMS) will be followed in case of all financial transaction issues.

**ANNEXURE-I**  
**TENDER DOCUMENT**  
**PART-A: TECHNICAL BID**

**Name of Work: Supply of Computers**

Issued to:

M/S.....  
.....  
.....

Ph/Mb No.....

Signature of the issuing authority with seal

Brief description of the firm

1. Sl. No. :
2. Name of the Firms :
3. Name of owner/Partner/Directors :
4. Full particulars of office :
  - (a) Address :
  - (b) Telephone No. :
  - (c) Fax No. :
  - (d) E-mail ID :
5. Full particulars of the bankers of the farm :
  - (a) Name of the Bank and Branch :
  - (b) Account type :
  - (c) Account No. :
  - (d) IFSC :
6. Registration details: (Self attested copies of all Certificates/Licenses/Permits/Registrations etc.should be enclosed failing which the application is liable to be rejected outright)
  - a. PAN/GIR No. :
  - b. GST Registration No. :
  - c. Service tax registration No. :
  - d. EPF registration No. :
  - e. ESI registration No. :
  - f. Labour License issued under the Contract Labour Act., 1970 :
7. Details of Earnest Money Deposited :
  - a. Amount :
  - b. DD No. and Date :
  - c. Drawn on bank :
  - d. Valid up :

The above format may be used to provide requisite details.

Additional information, if any.

Date :

Place :

(Company's Seal)

Signature of authorized person

Full Name :

**DECLARATION**

I.....  
.....

son/daughter of Shri..... Authorized Signatory  
of.....I am Competent to sign  
this declaration and execute this tender document.

I have carefully read and understood all the terms and conditions of the tender and hereby convey my acceptance of the same.

The information/documents furnished along with the above application are true and authentic to the best of my knowledge and belief. I/We am/are well aware of the fact that furnishing of any false information/fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.

Date :

Signature of authorized person

Place :

Full Name :

(Company's Seal)

**N.B. The above declaration, duly signed and sealed by the authorized signatory of the company should be enclosed with Technical tender.**

**Annexure II**

**PART: B FINANCIAL BIDS**

Price Schedule: C (**Supply of Computers**)

Sl. No	Items Name/ Description	Rate of Unit Price	Discount	Others (if any)	Actual Unit Cost
01	Desktop Computer (Specifications are given in Annexure-III)				
02	ONLINE UPS 5 KVA  (to be connected with Desktop, Router, Printer etc.)  (Specifications are given in Annexure-III)				

Signature of the authorized signatory with seal of the tendering firm/company/agency

Date:

Signature

Place:

Full name

Designation & Seal

Address:

**ANNEXURE- III**

<b>Sl. No.</b>	<b>Item</b>	<b>Specifications</b>	<b>Compliance (yes/No)</b>
01	Desktop Computer	<p>PROCESSOR: Intel Core i3 10th Gen 7100 Processor (3.9 Ghz 3MB Cache memory or higher) 13.0 Litres Volume</p> <p>MOTHER BOARD: Intel Chipset Motherboard</p> <p>MEMORY:4GB DDR4 (2400 MHz) or better with 2DIMM Slots expandable up to 32GB or higher</p> <p>HARD DISK DRIVE: 1TB SATA HDD (7200rpm)</p> <p>HARD DISK CONTROLLER: Integrated On- Board Hard Disk Controller supporting serial ATA Interfaces</p> <p>ODD: Standard 24X DVD RW or higher</p> <p>MONITOR: 21.5” Wide TFT TCO 06 monitor. Monitor resolution to be 1920*1080 with internal speakers. Monitor should be energy star certified</p> <p>DISPLAY:VGS,DVI,HDMI ports (all the ports to be available on board, no converter)</p> <p>POWER SUPPLY/SMPS :Minimum 240W SMPS</p> <p>SECURITY (HARDWARE):TMP 1.2</p> <p>KEY BOARD:USB 104 Keys or more Multimedia Keyboard Rupee Symbol ready isolated Keyboard</p> <p>MOUSE:USB Two button Optical Scroll Mouse</p> <p>NETWORK CARD: Integrated on board Ethernet controller 10/100/1000 with PXE support and Remote wake up</p> <p>INTERFACES:2 PS 2 PORT, 1Serial,1 Parallel, total 8 Usb (with 4 in Front)2 Port should be 3.0 out of 8 USB port</p> <p>EXPANSION- GRAPHICS SLOTS:1PCI,2PCIe X1,1PCIe X16</p> <p>CABINET: small Form Factor, cabinet size should be between 13.0 Ltr.</p> <p>AUDIO: Integrated on board audio controller</p> <p>AUDIO PORTS Rear: 1Line in, 1Line out, 1Mic.</p> <p>OPERATING SYSTEM: Windows 10 Professional (64bit) preloaded</p> <p>PRODUCT CERTIFICATIONS: Windows 10,energy Star, Ubuntu Linex, EPEAT Gold India, FCC/UL</p> <p>WARRANTY:3 Years onsite comprehensive warranty(OEM undertaking should be provided)</p> <p>DRIVERS: All drivers should be provided in form of DVD/CD</p>	
02	ONLINE UPS 5 KVA (to be connected with Desktop, Router, Printer etc.)	<p>RATING:5000 VA (3 KVA)</p> <p>TECHNOLOGY: Microprocessor based True On line Double Conversion IGBT based DSP Controlled</p> <p>INPUT SYSTEM:230 VAC Single Phase</p> <p>INPUT VOLTAGE:160-280 VAC at full load</p> <p>INPUT FREQUENCY:45 Hz-55 Hz</p>	

	<p> <b>INPUT POWER FACTOR:0.99</b>  <b>OUTPUT SYSTEM:220/230/240 VAC Single (User selectable)</b>  <b>OUTPUT VOLTAGE REGULATION:+/- 6% FOR 50% STEP LOAD CHANGE</b>  Dynamic voltage regulation:+/-10% for 100% step load change  <b>VOLTAGE HARMONIC DISTORTION (THD):&lt;5% for nonlinear load,&lt;2% for linear load</b>  <b>ISOLATION TRANSFORMER (MANDATORY) :Galvanic Isolation</b>  Transformer required within the UPS cabinet.  <b>Overload capacity:130% 5 MON THEN ON BYPASS,150% 60 Sec then on bypass</b>  <b>OUTPUT WAVE FORM: Pure Sine wave</b>  <b>CREST FACTOR:3:1</b>  <b>TRANSFER TIME:0 ms</b>  <b>EFFICIENCY (AC TO AC):&gt;92%</b>  <b>BATTERY TYPE : Sealed Maintenance free lead Acid Batteries. Exide/Quanta/Relicell Only</b>  <b>BATTERY BACKUP: 2 hours (120 mins)</b>  <b>CHARGING DURATION:90% of Battery capacity in 4hrs</b>  <b>COLD START FACILITY: Without Main AC UPS can be put on provided batteries are in charged condition</b>  <b>BATTERY CHARGER: Built-in solid state float-cum-boost charger with automatic boost/trickle charge modes with current limit features</b>  <b>PROTECTIONS: Batter High/Low cut off, input OU/UV protection, short Circuit, Surge and Lightning, Overload Trip</b>  <b>INDICATORS/DISPLAY: User friendly Mimic panel, Mains On, Inverter On, Inverter Card Trip, Batter Level, Load Level Input and Output voltage</b>  <b>OPERATING TEMPERATURE:0 to 55 deg C</b>  <b>RELATIVE HUMIDITY:0 to 90% , non-condensing</b>  <b>AUDIBLE NOISE: Less than 55 DBA at 1 mtr. distance</b>  <b>COMMUNICATION INTERFACE:RS232/USB port for software interface, SNMP Compatible</b>  <b>COMMUNICATIONS:ISO 9001,ISO 14001,ISO 18001,CE,ROHS,BIS Certificate (All certificate mandatory)</b>  <b>TOLL FREE: OEM should have dedicated Toll Free number for call logging (Mandatory to mention the number).</b> </p>	
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**ANNEXURE-IV**  
**MANUFACTURERS'/DISTRIBUTOR'S AUTHORIZATION FORM**  
**(to be enclosed in the Technical Bid)**

No.

Date: \_\_\_\_\_

**The Principal**  
**Panigaon OPD College**  
**North Lakhimpur, Assam**

Dear Sir,

We.....who are established and  
reputable manufacturer of.....having factories  
at (address of the factory) do hereby certify that

M/s.....(Name and address of Agent) is our  
authorized dealer to quote against your tender enquiry

No.....

Last Date of submission:

We hereby extend our full guarantee and warranty as per General Conditions of Contract  
and for the goods and services offered by the above firm.

**Yours faithfully**  
**(Name)**  
**(Name of the manufacturers)**

**Note: This letter of authority should be on the letter head of the manufacturer/distributor  
and should be signed by a person competent and having the power of attorney to bind the  
manufacturer.**

**It should be included by the Bidder in its technical bid.**

