

TENDER DOCUMENT

FOR

Supply and Installation of Desktop Computer Systems of Lenovo/HP/Dell
(on finance lease), Online UPS of Aplab/Emerson/Sukam, Batteries,
Dot-Matrix Printer and other items

at



MGM's COLLEGE OF ENGINEERING

Near Airport, off Hingoli Road, NANDED-431605

Ph No: 02462-222999 Email: mgmcen@mgmcen.ac.in

DIRECTOR

Dr. Mrs. Geeta S. Lathkar
MGM's College of Engineering,
Nanded - 431605, (MS)



MGM's COLLEGE OF ENGINEERING

Near Airport, off Hingoli Road, NANDED-431605
Ph No: 02462-222999 Email: mgmcen@mgmcen.ac.in

Date: 29-12-2017

Tender Notice

Reference No: MGMCEN/CSE/Desktop-UPS /2017-18/T1

MGM's College of Engineering, Nanded invites item rate sealed Tender for Supply and Installation of **Desktop Computer Systems of Lenovo/HP/Dell (on finance lease), Online UPS of Aplab/Emerson/Sukam, Batteries, Printer and other items** from reputed, experienced manufacturer /supplier/firm /organizations at MGM's College of Engineering, Nanded as per the part-1: Technical Bid and part-2: Commercial Bid in the prescribed bid forms.

1 Tender Schedule:

a	Tender No	MGMCEN/CSE/Desktop-UPS /2017-18/T1
b	Issue of Tender Forms	From 29 December 2017
c	Last date, time and venue for submission.	16 January 2018 upto 05.00 PM in the office of MGM's College of Engineering, Nanded.
d	Date and time for opening of Technical bid and Commercial bid	21 January 2018 at 12.30 PM in the office of Director, MGM's College of Engineering, Nanded.
e	Tender-Form cost	Rs 3000/- DD only, (Non-refundable) in favor of MGM's College of Engineering, Nanded
f	Tender clarifications if any	For any clarification, interested bidder may contact Director, MGM's College of Engineering, Nanded by email upto to 13 January 2018 only. After that no correspondence will be entertained.

2 Instructions to be followed:

- a. The bidder can quote for all or few items of the Tender.
- b. Offers in bid should be written in English and price should be written in both figures and words.
- c. Amendment of Tender Document: Any addendum made, shall be a part of the tender document and shall be uploaded on our WEBSITE www.mgmcen.ac.in. For related information, interested bidders must visit the website before filling and submission of Tender Document. Related queries will be entertained by email on mgmcen@mgmcen.ac.in
- d. No bid will be entertained by E-mail / FAX.
- e. Director MGMCEN reserves the rights to accept or reject any or all the tenders wholly or partially without assigning any reason thereof.
- f. Director MGMCEN reserves the rights to relax any terms & conditions in the interest of the Institution.
- g. Incomplete tenders will be rejected without consideration.

3 Submission of Tender Documents:

- a. **Particulars of Items:** Supply and Installation of Desktop Computer Systems of Lenovo/HP/Dell (on finance lease), Online UPS of Aplab / Emerson / Sukam, Batteries, Printer and other items.
- b. **Earnest Money Deposit (EMD):** EMD is Rs. 40000/- (Forty Thousand Rs only). EMD should be only in the form of DD from any nationalized bank. EMD should be submitted along with the tender, failing which, the tender will be rejected.
- c. **First envelope** should be marked as Part-1: Technical Bid with Reference No: MGMCEN/CSE/Desktop-UPS /2017-18/T1 Date:29-12-2017 scribing "Supply and Installation of Desktop Computer Systems (on finance lease) , Online UPS, Batteries, Printer and other items at MGM's College of Engineering, Nanded". Technical Bid should include duly signed annexure.
- d. **Second envelope** should be marked as Part-2: Commercial Bid with Reference No: MGMCEN/CSE/Desktop-UPS /2017-18/T1 Date:29-12-2017 scribing "Supply and Installation of Desktop Computer Systems (on finance lease) , Online UPS, Batteries, Printer and other items at MGM's College of Engineering, Nanded" . Commercial Bid should include warranty and Taxes in the prescribed format.

- e. **Third envelop** should be of (two separate) Demand Drafts : (1) Tender-Form is of Rs 3000 (Non-refundable) (2) EMD of Rs 40000, drawn in favor of MGM's College of Engineering, Nanded from any nationalized bank. (Scribe the tender reference no. on the envelop).
- f. **All above three sealed envelopes** (of Part-1, Part-2 and DD envelop) are to be put in a single envelope duly sealed and super-scribed as Reference No: MGMCEN/CSE/Desktop-UPS /2017-18/T1 Date:29-12-2017 scribing "Supply and Installation of Desktop Computer Systems (on finance lease) , Online UPS, Batteries, Printer and other items at MGM's College of Engineering, Nanded" must be submitted on or before 16 January 2018 upto 5.00 PM.

4 Installation and Completion

- a. Supply within 2 weeks from the date of issue of Work Order/Purchase Order.
- b. No extra charges for transporting, cartage or labor etc. will be paid by Institution.
- c. Bidder shall be responsible for successful Installation, Commissioning, and testing of the supplied items. Any defective component/device will be replaced immediately by bidder at his cost.
- d. Installation has to be completed within 4 weeks from the date of issue of Work Order/Purchase Order.

5 Payment Terms & Conditions:

Payment will be released after successful installation and commissioning of all supplied items at MGMCEN.

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Part-1 TECHNICAL BID

Date:

Eligibility Criteria for Technical Bid: Following information is to be submitted as per the sequence given below.

Sr No	Name & Full Address of the Firm	Documents Submitted (Yes/No)
1	Letter of Transmittal	Annexure –A
2	Organizational Structure: Legal status of the company/ organization with legal proof along with certified copies.	Annexure-B
3	Average financial turnover during the immediate last three consecutive financial years ending 31 st March 2017, duly audited, signed & stamped by a Chartered Accountant.	Annexure-C
4	Income Tax Registration (PAN No.), Service Tax Registration, GST Registration	Attach certified copies
5	Do you have experience in the relevant field of supply, installation, commissioning of similar project? Previous Purchase order details	Attach relevant Purchase Order
6	The bidder must submit the technical specification of the quoted items along with printed catalogues for technical evaluation.	Enclose Copy

Name & Signature (s) of
Bidder (s) with seal

Telephone: _____
Mobile _____
Fax: _____
E-Mail: _____
Contact Person Name: _____
Contact Person Designation: _____

Annexure-A

INFORMATION REGARDING TECHNICAL ELIGIBILITY

LETTER OF TRANSMITTAL

Date :

To

The Director,
MGM's College of Engineering
Near Airport, off Hingoli Road, Nanded-431605

Reference No: MGMCEN/CSE/Desktop-UPS /2017-18/T1

Sub: Submission of Tender Document for the work of "Supply and Installation of Desktop Computer Systems of Lenovo/HP/Dell, Online UPS (Aplab/ Emerson/ Sukam), Batteries, Printer and other items at MGM's College of Engineering, Nanded

Sir,

Having examined the details given in Tender document for the above work, I/we hereby submit the relevant information.

1. I/we hereby certify that all the statement made and information supplied in the enclosed annexure/forms accompanying statement is true and correct.
2. I/we have furnished all information and details necessary for eligibility and have no further relevant document to submit.
3. I/we authorize the MGM's College of Engineering to approach individuals, employers, firms and corporation to verify our competence and general reputation.

Name & Signature (s) of
Bidder (s) with seal

Annexure-B

Date :

ORGANISATION STRUCTURE

1. Name & Address of the Bidder: _____

2. Telephone No./Fax No./e-mail: _____

3. Website of Firm : _____
4. Legal Status of the Bidder (attach attested photo copies of documents defining the legal status)
 - a) An Individual
 - b) A proprietary firm
 - c) A firm in partnership
 - d) A limited company or Corporation
 - e) A Public Sector Undertaking
 - f) Other
5. PAN No: _____ GST No: _____
6. Name and contact no. of concern persons with designation for this work :

7. Has the Bidder or any constituent partner in case of partnership firm, ever abandoned the awarded work before its completion? If so, give name of the project and reasons for abandonment: _____
8. Has the Bidder, or any constituent partner in case of partnership firm, ever been debarred/ black listed for tendering in any organization at any time? If so, give details _____
9. Has the Bidder or any constituent partner in case of partnership firm, ever been convicted by a court of law? If so, give details. _____

10. Any other information considered necessary but not included above:

Name & Signature (s) of
Bidder (s) with seal

Annexure-C

Date :

DETAILS OF ANNUAL TURNOVER

FINANCIAL DETAILS:

Financial Years	Gross Annual Turnover (In Lakhs)	Profit/Loss (In Lakhs)
2014-2015		
2015-2016		
2016-2017		

Must be attested by the Chartered Accountant.

Name & Signature of
Chartered Accountant with sealName & Signature (s) of
Bidder (s) with seal



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Part-II COMMERCIAL BID

SR NO	Item	Qty	Rate in Rs	Taxes	Warranty
1	Computer Desktop System HP/Lenovo/Dell Generation 7 th i5/ 4GB DDR4/ 4DIMM Slots/1 TB/DVD-RW/6 USB 3.0 Ports & 2 USB 2.0 Ports/19.5" Monitor, Keyboard, Mouse , Internal Speaker, Without OS	100			
2	Computer Desktop System HP/Lenovo/Dell Generation 7 th i7/ 4GB DDR4/ 4DIMM Slots/1 TB/DVD-RW/6 USB 3.0 Ports & 2 USB 2.0 Ports/19.5" Monitor, Keyboard, Mouse , Internal Speaker, Without OS	100			
3	4GB DDR4 RAM	50			
4	EPSON Make 80 Column DM Printer LQ300-II	10			
5	Creative / Sony Speaker 4.1	10			
6	Web Camera	05			
7	ONLINE UPS 6KVA APLAB/EMERSON/Sukam Input :- 1 single phase Out :- 1 single phase With Inbuilt isolation transformer	05			
8	ONLINE UPS 10KVA APLAB/EMERSON/Sukam Input :- 1 single phase Out :- 1 single phase With Inbuilt isolation transformer	01			

SR NO	Item	Qty	Rate in Rs	Taxes	Warranty
9	UPS rack	05			
10	Amraon/Exide Tubular Batteries 60 AH	16*5 UPS = 80 batteries			
11	Amron/Exide make 100 AH Tubular batteries	16*5 UPS = 80 Batteries			
12	Amron/Exide 150 AH Tubular batteries	16*5 UPS = 80 Batteries			
13	Amron/Exide 180 AH Tubular batteries	16*01 UPS = 16 batteries			
14	Cable for batteries	As per requirem ent			

Name & Signature (s) of
Bidder (s) with seal