



(An Autonomous Institution under MHRD, Government of India)

Melakottaiyur, Off Vandalur-Kelambakkam Road, Chennai-600127

Ph: +91 44 2747 6319/6317

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Email: purchase@iiitdm.ac.in

दिनांक / Date: 05.02.2019

NOTICE INVITING TENDER

Enquiry No : IIITDMK/18-19/S&P/TLC/Computer items & Printer/026
Last date of receiving Quotation : 21.02.2019, 03.00 PM
Date of Opening : 21.02.2019, 04.30 PM
Item to be supplied :

Sl. No	Name of the Item
1.	Supply and Installation of Monitor, Printer & Computer peripherals (Specification and quantity enclosed as annexure)

महोदय/Sir,

Please quote your rates for the mentioned service/items as per our terms and conditions. The quotation together with service details may be sent to the undersigned so as to reach by the due date. **Please ensure that the quotations are in a sealed envelope superscribing the Enquiry No.** The Institute reserves the right to reject any or all including the lowest quotation without assigning any reason whatsoever. The bidder has to accept all terms and conditions of the Institute given overleaf and conditional offers will not be accepted.

Our Institute is an Autonomous Institution under MHRD, Government of India, imparting Education to students. The rate may be quoted as applicable to Educational Institution.

भवदीय/Yours faithfully,

Sd/-
कुलसचिव/Registrar

General Terms and Conditions:

1. The quotations should be valid for 60 days from the due date and the period of delivery ordinarily should not exceed 04 weeks.
2. The Price may be quoted in INR.
3. No unsolicited correspondence shall be entertained after the submission of the offer.
4. Quoting merely the lowest price does not confer any right to any bidder for award of supply order. The Institute reserves the right to select any bid on the grounds of quality, offer of additional/special features, compatibility, etc.
5. The Institute also reserves the right to reject any bids with sub-standard products even if they are found to be lowest.
6. In case of INR the quote should be for FOR Destination at IIITD&M Kancheepuram campus, Melakkottaiyur, Off Vandalur-Kelambakkam Road, Chennai – 600 127.
7. The quotations duly sealed and super scribed on the envelope with the reference No. and due date, should be addressed to the undersigned so as to reach him on or before the due date stipulated above.
8. The rate quoted should be inclusive of all material, labour, transportation and installation of the items at the designated place.
9. Goods should be supplied carriage paid and insured.
10. Goods shall not be supplied without an official supply order.
11. Penalty for delayed Services / LD
 - (i) As time is the essence of the contract, Delivery period mentioned in the Purchase Order should be strictly adhered to.
 - (ii) If the supplier fails to Supply, and fixes the item as per specifications mentioned in the order within the due date, the Supplier is liable to pay liquidated damages of 1% of order value per every week of delay subject to a maximum of 10% beyond the due date. Such money will be deducted from any amount due or which may become due to the supplier.
 - (iii) The Institute reserves the right to cancel the order incase the delay is more than 4 weeks.
12. **Payment:** 100% of the PO value after delivery, installation and acceptance by IIITD&M.
13. The bidders has to accept all the terms and conditions of this tender document and it is made known that the bidders quoting for this tender had impliedly accepted the terms and conditions of this tender.
14. If the due date of submission of tender / Tender opening is declared a holiday for the Institute, the due date for submission of tender / Tender opening will be extended to same time on next working day.
15. The Institute reserves the right to accept the offer in full or in parts or reject the offer summarily or partly without assigning any reasons.

Sd/-
कुलसचिव/Registrar

Annexure

Sl. No	Description of Item	Quantity
1.	U2718Q/Type-U/ ❖ 4K Monitor HDMI ❖ DisplayPort ❖ Mini DisplayPort	1 No.
2.	HP LaserJet Pro M435nw Method- LaserJet Paper Handling-colored, letterhead, light, plain, preprinted, prepunched, recycled, rough, heavy), bond, cardstock, envelope, labels, transparency, vellum Paper size-A4, A3, B4 (JIS), B5 (JIS), A5, 16 K; Custom - Tray 1: 76.2 x 127 to 312 x 470 mm, Tray 2: 148 x 210 to 297 x 431.8 mm, Tray 3: 148 x 210 to 297 x 431.8 mm Functions-Print, Copy, Scan HP LaserJet Pro M435nw, Printer documentation and software on CDs (Windows/Mac OS installation CD & Read Iris CD including OCR software), Installation guide, Support flyer, Warranty Card, Power cord, USB cable, HP Black LaserJet Cartridge (Approx. 12000 pages)	1 No.
3.	16GB RAM DDR4 -2400 DDR4-PC4-19200	12 Nos.
4.	16GB RAM DDR4 -2666 DDR4-PC4-21300	3 Nos.
5.	2TB External Hard Disk (Seagate) 1-year warranty	1 No.
6.	WINDOWS 10 PRO SNGL OLP NL Legalization Get Genuine	5 Nos.
7.	DELL WIRELESS KEYBOARD	1 No.
8.	DELL WIRELESS MOUSE	1 No.

Note:

1. The Lowest bid will be arrived for total of the all the items quoted and a single work order will be placed to the lowest vendor.
2. The GST rate should be quoted separately and payable extra.

Sd/-
कुलसचिव/Registrar