



MAULANA ABUL KALAM AZAD UNIVERSITY OF TECHNOLOGY, WEST BENGAL
(Formerly, WEST BENGAL UNIVERSITY OF TECHNOLOGY)
Main Campus: Haringhata, Nadia, W.B.
Kolkata Office: BF-142, Sector -I, Salt Lake City, Kolkata -700 064
Phone: +91 33 2321-0731, 2321-1327 # Fax: +91 33 2321-7578, 2334-1034
Website: www.wbut.ac.in

Tender No.: TEQIP-III/2019/WB/maau/38

Date: 30-05-2019

Notice inviting E-Tender for Supply of Laptop (Qty: 50nos.)

Registrar, Maulana Abul Kalam Azad University of Technology, West Bengal invites off-line bids for reputed suppliers for supply of Laptop (Qty: 50nos.).

Bid Sheet and Key Dates:-

Information	Remarks / Date
About the Assignment	Laptop(50nos.)
Name of the Tender Inviting Authority	Registrar, MAKAUT, WB
Tender Fee	Rs.2000/- (Rupees Two Thousands only)
Earnest money Deposit (EMD)	3% on total quoted amount(including taxes)
Contact person for queries	Registrar, MAKAUT, WB Email-id: registrar@wbut.ac.in
Date of uploading of N.I.T. Documents (online)	31-05-2019
Documents download start date (online)	31-05-2019
Bid submission start date (offline)	01-06-2019 1200 HRS
Bid submission closing date (offline)	04-07-2019 1700 HRS
Bid Opening date for technical proposals: Bid A (offline)	05-07-2019 1200 HRS
Date of uploading list for Technically Qualified Bidders (offline)	To be notified Later
Bid Opening date for Financial Proposals: Bid B (offline)	To be notified Later
Date of uploading of list of bidders along with approved rates	To be notified Later
Addressee and address of which bid is to be submitted	NH-12(Old NH – 34), Simhat, Haringhata, Nadia, W.B, Pin: 741249

Quantity and Specifications of items to be supplied:-

Sl. No.	Parameter	Specifications Required
Laptop (Qty: 50nos.)		
1	Item Height	22 Milli meters
2	Item Width	26 Centi meters
3	Screen Size	15.6 Inches
4	Maximum Display Resolution	1920x1080
5	Item Weight	1.9 Kg
6	Product Dimensions	37.8 x 26 x 2.2 cm
7	Batteries:	1 Lithium Polymer batteries required. (included)
8	Item model number
9	Processor Brand	Intel
10	Processor Type	Core i7
11	Processor Speed	3.5 GHz or more
12	RAM Size	16 GB
13	Memory Technology	DDR4
14	Hard Drive Size	2 TB
15	Hard Disk Technology	Serial ATA
16	Speaker Description	2 x 2W Harman speakers with Dolby Audio



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17	Graphics Coprocessor	N16S-GTR
18	Graphics Card Ram Size	4
19	Connectivity Type	Wi-Fi, Bluetooth-V4
20	Number of USB 3.0 Ports	2
21	Number of HDMI Ports	1
22	Number of Ethernet Ports	1
23	Hardware Platform	PC
24	Operating System	Windows 10 with office 360
25	Lithium Battery Energy Content	35 Watt Hours

General Instructions / Guidelines for Electronic Submission of Tenders by the OEM / Bidder:

- 1. Collection of Tender Documents:** - The bidder can search and download NIT and Tender Documents electronically from computer, once he logs into the website mentioned in Clause-I using the Digital Signature Certificate. This is the only mode for collection of tender documents.
- 2. Tender Fee:** Rs.2000/- (Rupees Two Thousands only). Tender Fee payable in favour of MAKAUT, WB through Demand Draft at Kalyani.
- 3. Earnest Money Deposit (EMD):** 3% on total quoted amount (including taxes). EMD payable in favour of MAKAUT, WB by Demand Draft payable at Kalyani.
- 4. Technical Bid cover containing the following documents to be given in separately sidled envelop:-**

<u>Details</u>	<u>Information</u>
Name of the Supplier	
Address of the Supplier	
E-Mail ID	
Name of the Contact Person	
Mobile No. of the Contact Person	
PAN of the Supplier (copy to be enclosed)	
GSTIN of the Supplier (copy to be enclosed)	
Annual Turnover (please enclosed audited statement) for last three financial years - 2015-16, 2016-17 & 2017-18 and Provisional for F.Y. 2019-20 (if available)	
Experience Details (Order copies, Certificates etc.)	

- 5. Financial Bid to be given in separately sidled envelop:-** BOQ in INR (in excel sheet)
 - The Financial Bid should contain the following documents in one cover (folder), i.e. Bill of Quantities (BOQ). The Supplier is to quote the rate through offline in the space marked for quoting rate in the BOQ.
 - Only downloaded copies of the above documents are to be submitted, virus scanned and digitally signed by the Supplier.
- 6. Opening & Evaluation of Tender:**
 - Opening of Technical Bid:**

Technical Bids submitted by the bidders will be opened on the prescribed date and time and will be subsequently evaluated by the Officials of MAKAUT, WB. Intending bidders may remain present if they desire so.
 - Opening of Financial Bid:**

Financial bid of bidders declared technically eligible by the Committee will be opened on the prescribed date and time.

N.B.: While evaluating, the Committee may invite the bidders and seek clarification / information or additional documents or original hard copy of any of the documents already submitted and if those are not produced within the stipulated time frame, their bids will be liable for rejection.

- 7. Penalty for suppression / distortion of facts:**

Submission of false document / information by the bidder is strictly prohibited and will be liable for rejection of the tender.



8. Contact details of the University:

Maulana Abul Kalam Azad University of Technology, West Bengal
(Formerly known as: West Bengal University of Technology)
NH-12(Old NH – 34), Simhat, Haringhata, Nadia, W.B, Pin: 741249
Contact Nos.: (033) 2321-0731 / 2321-8792
E-Mail id: registrar@wbut.ac.in, fo@wbut.ac.in, teqip.wbut@gmail.com
Contact Person(s): Finance Officer, MAKAUT, WB

Terms and Conditions:

1. Government of India has received a credit from the International Development Association (IDA) towards the cost of the **Technical Education Quality Improvement Programme [TEQIP]-Phase III** Project and intends to apply part of the proceeds of this credit to eligible payments under the contract for which this invitation for quotations is issued.
2. **Quotation:**
 - a. The contract shall be for the full quantity as described above.
 - b. Corrections, if any, shall be made by crossing out, initialling, dating and re writing.
 - c. All duties and other levies payable by the supplier under the contract shall be included in the total price
 - d. Applicable taxes shall be quoted separately for all items.**
 - e. The prices quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
 - f. If you require any “waybill” for transportation of goods to Kolkata, you have to apply in advance separately with a copy of Invoice enclosing a copy of order.
 - g. The Prices should be quoted in Indian Rupees only.**
3. **Each bidder shall submit only one quotation for most suitable one for the item mentioned only, without any optional item.**
4. Validity of Quotation:
 - a. Quotation shall remain valid for a period not less than **45** days after the last date of quotation submission.
5. **Evaluation of Quotations:**

The Purchaser will evaluate and compare the quotations determined to be substantially responsive i.e. which

 - a. are properly signed ; and
 - b. Conforming to the terms and conditions, and specifications.
6. The Quotations would be evaluated for all items together.
 - a. Quotation will be compared on the basis of quoted price (Total Cost including all taxes) for goods at its final destination.
 - b. Past performance & experience may be furnished to consider the credential of the bidder.
7. **Award of contract:**

The Purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest evaluated quotation price.



- a. Notwithstanding the above, the Purchaser reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of contract.
 - b. The bidder whose bid is accepted will be notified of the award of contract by the Purchaser prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the purchase order.
8. The OEM vendor and Commercial bidder should be of positive net worth for the last three financial years.
 9. Commercial partners must carry an authorization from Zonal OEM Office to participate in the tender undersigned by authorized signatory from the Manufacturer.
 10. Product details, specifications sheet and brochure to be available in public domain.
 11. Bidder must be an ISO 9001:2015 & ISO 27001:2013 & ISO/IEC 20000-1: 2011 Company and having adequate credential of executing similar orders in academic institutions.
 12. The OEM and Bidder should have an office in the West Bengal, preferably in Kolkata.
 13. Post-sales service should be available from the end of the OEM and bidder as and when required.
 14. The rates submitted in the BOQ will be part of the Memorandum of Understanding (AGREEMENT) along with terms of the tender.
 15. Any form of sub-tendering or sub-contracting of the job in part or full is strictly prohibited.
 16. The University reserves the right to cancel the tender either in full or in part at any time without stating any reason and no claim in this respect will be entertained.
 17. During the scrutiny, if it comes to the notice of the tender inviting authority that the credential or any other paper submitted are false/manufactured/fabricated, the bid would be summarily rejected without any prejudice.
 18. The OEM / Bidder should quote with one minimum three years warranty.
 19. The OEM / Bidder have to enclose the valid GST Registration Certificate, PAN, TAN and Valid Trade License with the bid as proof.
 20. The supply would have to be made shortly after placement of order.
 21. The tax invoice or bills are to be submitted to the University including GST as applicable to the University.
 22. The Tender Selection Committee / Purchase Committee of the University reserve the right to cancel the tender without showing any reasons to any OEM / Bidder.
 23. Any litigation in this connection is to be settled within legal jurisdiction of Kolkata.
 24. Failure of submission of any of the documents required for Technical evaluation will render the tender liable to summarily rejected. Bidders are requested to avoid repeat of documents in separate folders / locations while uploading electronically.
 25. Payment will be subject to the Approval of the Appropriate Authority of the University based on the quality of service provided. Payment will be made after making necessary statutory deduction(s). For seeking any exemption in the above deduction(s), necessary documents should be duly produced to the University along with the bill / invoice.



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26. The party has to produce the GST Complied bill(s) showing the tax implication separately and the billed price any-how shall not exceed the price quoted by them in the BOQ and further clarifications given by the vendor in this regard.
27. DSIR certificate will be provided by the University, Vendors are requested to take care of that before quoting price.
28. All supplied items are under normal commercial warranty/ guarantee of not less than 36 months from the date of successful acceptance of items, unless specified of warranty for longer duration in specification
29. You are requested to provide your offer on or before **17:00 hours on 04th July, 2019. Bids will be opened on 05th July, 2019 at 12.00hours.**
30. Detailed specifications of the items are at Annexure I.
31. Training Clause (if any): **Demonstration at the time of Installation is to be confirmed.**
32. Testing/Installation Clause (if any): **Satisfactory Installation & Testing is required.**
33. **Submission of video footage of the successful installation and testing along with the Model No. & Sl.No. are preferred.**
34. Information brochures/ Product catalogue, if any must be accompanied with the quotation clearly indicating the model quoted for.
35. Sealed quotation to be submitted/ delivered, within **17:00 hours on 04th July, 2019** at the address mentioned below,
- TEQIP-III, Maulana Abul Kalam Azad University of Technology, West Bengal
NH-12(Old-NH – 34), Post- Simhat, PS- Haringhata, Nadia - 74124917
36. **Delivery:**
- a) **Delivery period mentioned in the Purchase Order received by the vendor must be maintained. In case of failing the delivery within stipulated date the order may be cancelled if proper justification is not received from the vendor in time.**
37. **Payments: Payment shall be made in Indian Rupees as follows:**
- a) **10% of the total cost after delivery and installation along with the demonstration and testing of the goods**
- b) **90% of the total cost after satisfactory acceptance of the goods by the Departments.**
- c) **Payment will be done by online transfer to the bank account of the vendor by NPIU, New Delhi after formalities. Vendor must provide the following details for bank transfer. i) Account Holder Name, ii) Account No, iii) Bank Name, iv) Branch Name, v) IFSC No., vi) PAN, vii) TAN, viii) GSTIN, ix) TIN, x) Mobile Number.**

Sd.
Registrar
MAKAUT, WB



APPLICATION FORM

FORMAT FOR QUOTATION SUBMISSION

(In letterhead of the supplier with seal)

Package Code: **TEQIP-III/2019/WB/maau/Shopping/38**

Date: _____

To:

Sl. No.	Description of goods (with full Specifications)	Qty.	Unit	Quoted Unit rate in Rs. (Including Ex Factory price, excise duty, packing and forwarding, transportation, insurance, other local costs incidental to delivery and warranty/ guaranty commitments)	Total Price (A)	Applicable Taxes	
						In %	In figures (B)
Total Cost							

Gross Total Cost (A+B): Rs. _____

We agree to supply the above goods in accordance with the technical specifications for a total contract price of Rs. _____ (Amount in figures) (Rupees _____ amount in words) within the period specified in the Invitation for Quotations.

We confirm that the normal commercial warranty/ guarantee of _____ months shall apply to the offered items and we also confirm to agree with terms and conditions as mentioned in the Invitation Letter.

We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in bribery.

Signature of Supplier

Name: _____

Address: _____

Contact No: _____