

VEER SURENDRA SAI UNIVERSITY OF TECHNOLOGY, ODISHA, BURLA

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**Quotation document for supply, installation and commissioning of
Different Hardware and/or Software**

Quotation Call Notice No. VSSUT/ CSE/P-71/2566

Date: 14.04.2016

Submitted by

M/s.....

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Last Date and Time of Submission of Quotations by Registered/Speed Post Only	: 09.05.2016 1.00 PM
Cost of Quotation Documents	: Rs 500/- (Rupees Five Hundred Only)
Date & Time of Opening of Technical bid	: 10.05.2016 at 10.00 AM
Date & Time of Opening of Price bid	: 10.05.2016 at 11.00 AM

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VEER SURENDRA SAI UNIVERSITY OF TECHNOLOGY, ODISHA, BURLA

Quotation call notice for supply, installation and commissioning of
Different Hardware and/or Software

Quotation Call Notice No. VSSUT/ CSE/P-71/2566

Date: 14.04.2016

The “Registrar, Veer Surendra Sai University of Technology, Burla” invites sealed quotations from the intending reputed Original Equipment Manufacturer or its registered authorized dealers for supply, installation, commissioning of different Hardware and/or Software.

All details and the quotation documents are available on the University website www.vssut.ac.in.

This quotation document contains the following.

- (i) General guide Lines for submission of quotation
- (ii) Technical specification
- (iii) Information sheet of bidder
- (iv) Undertaking by the bidder
- (vii) The Financial bid

Important Dates

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Sd/-
Registrar

General Guidelines For Submission Of Quotation

1. The bidder shall furnish an unconditional acceptance of all the terms and conditions of this quotation call document. The quotations without such certificate shall be liable for rejection. No correspondence will be entertained from the bidder on this subject.
2. The person signing the quotation or other documents shall indicate his full name below his signature in all pages.
3. **Eligibility of the Bidder:** The bidder should verify its eligibility criteria as mentioned below before submitting the quotation and enclose the required documents in the sequence listed below, to avoid rejection or disqualification of the quotation. The bidder should meet the following criteria.
 - a. The bidder should be Original Equipment Manufacturer (OEM) or Business partner of the Original Equipment Manufacturer/ Authorized Dealer. In case of business partner, the partner must be an Authorized Systems Integrator (ASI) having a direct purchase and support agreement with the OEMs different Hardwares and/or Softwares. The bidder should provide supporting Manufacturer's Authorization certificate in this regard (that is authorized System Integrator/Authorized Dealer).
 - b. The bidder should have large support network with presence across India.
 - c. The bidder shall have sufficient experience (minimum 3 years) as on bid calling date in supply, installation, testing and commissioning of the different Hardwares and/or Softwares in corporate/Govt./other Academic Institution or Public Sector in India.
 - d. The Bidder's key technical engineers should have OEM certifications to install and maintain the IT equipment quoted by the Bidder.
 - e. The bidder shall have sufficient experience (min. 3 Years) to execute such services/contract preferably in a university or an educational organization. The Bidder must submit satisfactory evidence of their capability and adequacy of resources to carry out this contract effectively from earlier users.
 - f. The bidder should be a VAT registered company and profit making for the last three years.
 - g. The bidder shall have service base located at Sambalpur or Bhubaneswar.

- h. The bidder shall have sufficient experience in maintenance of Hardware and/or Software.
4. **Cost of quotation documents:** The cost of quotation documents is Rs.500/- (Rupees Five Hundred Only) (Non-refundable). The quotation documents can be downloaded from the University website www.vssut.ac.in and have to deposit a DD equal to the cost of quotation documents drawn in favor of “Veer Surendra Sai University of Technology, Burla” payable at SBI, Burla or Syndicate Bank, VSSUT, Burla along with quotation.
5. The quotation must be submitted in two parts :(i) **Technical bid** & (ii) **Price bid**. The two bids must be submitted in two separate sealed envelopes clearly marking the bid’s name and must be put in the single outer cover subscribing as “**Quotation for Hardware &/or Software**” and also the quotation call notice number.
6. **Earnest Money Deposit (EMD):** A bank draft towards EMD for the amount of Rs.10,000.00 (Rupees Ten Thousands Only) drawn in favor of “Veer Surendra Sai University of Technology, Burla” payable at SBI, Burla or Syndicate Bank, Burla must be submitted against either Only One or more than one Item quoted. The EMD will not carry any interest.
7. **Submission of quotation and Documents Required**
- This quotation documents must be filled in completely and signed by the authorized signatory of the bidder on all the pages as acceptance of all the guidelines, terms and conditions laid in this quotation document. (This document should be printed on both side of the A4 size paper sheet).
 - The completed document must reach to “The Registrar, Veer Surendra Sai University of Technology, Burla, PO. Burla, Dist. Sambalpur-768018 (Odisha) by the last date of submission i.e. **09.05.2016 at 1.00P.M.** under a sealed cover by registered/speed post only. The quotations received after the due date & time is liable to be rejected. Quotation by FAX/ e-mail or any other media will not be entertained.
 - The envelope containing the quotation must be super-scribed as “Quotation call notice for supply, installation and commissioning of Hardware and/or Software” with due date & time of submission.

- d. The University is not responsible for delay, loss or non receipt of quotation documents sent by the post.

12. The quotation should contain the following documents.

a. **Technical bid containing,**

- i. This quotation document signed on each page by the authorized signatory of the bidder.
- ii. Self-attested copy of PAN, VAT registration, VAT clearance and service tax and incorporation etc., issued by appropriate government authority for the required services with seal of the quotation.
- iii. Bank draft (Non-refundable) towards the cost of quotation documents in favor of the Comptroller of Finance, Veer Surendra Sai University of Technology, Burla payable at SBI, Burla, or Syndicate Bank, VSSUT, Burla.
- iv. Bank draft for EMD in favor of the Comptroller of Finance, Veer Surendra Sai University of Technology, Burla payable at SBI, Burla or Syndicate Bank, VSSUT, Burla.
- v. List of user Clients and documents related to experience of the bidder along with address and contact no.
- vi. Detailed specification of product along with the service support.
- vii. A technical capability document describing the relevant facilities and services available with them.
- viii. Detailed literature along with make, model, data sheets, pamphlets and performance curves as applicable shall be attached with the technical offer.
- ix. Any other documents in support of the eligibility of the bidder.

b. **Price bid:** The price bid shall specify the following,

- i. Cost for supply and installation of different Hardwares &/or Softwares as per technical specification separately in the respective Annexure.

- 8. The quotation is liable to be cancelled, and the EMD shall be forfeited to the COF, VSSUT, Burla, in the event of any failure to comply with any of the clauses of the terms and conditions of this quotation call document or in the event of bidder withdrawing his offer before/ after finalization of this selection process. Bid without the required EMD amount will be summarily rejected.

9. The University reserves the right at the time of award of the order to increase or decrease the quantity of the goods and services specified in the schedule of requirements without any change in unit price of the ordered quantity.
10. The quotation document is not transferable. The quotations submitted by the bidder in their own pro-forma shall not be accepted. While filling up the forms / offering any other information, it shall be done using by typewriting.
11. It may be noted that one agency cannot represent or quote on behalf of more than one dealer in the particular quotation. Such quotations if received will not be considered.

Price and its Validity

12. The bidder shall quote rate per unit item. However, the university may increase or decrease the quantity before placing the order, without assigning any reason thereof.
13. The quotation shall contain the firm and final rates in clear and unambiguous terms in Indian Rupees.
14. The quoted price must be inclusive of all taxes including VAT, freight, packing, forwarding, transit insurance etc. and must be shown clearly against each entity for delivery at site. The installation, commissioning and demonstration shall be at the supplier cost.
15. The bidder shall also indicate the applicable prevailing VAT.

Evaluation and Award of Contact

16. On all the matters relating to this quotation call document, the decision of the University shall be final and binding and the same cannot be referred to the court of law. The University reserves the right to reject any or all of the quotations without assigning any reason what so ever.
17. The University reserves the right to call the bidders and to conduct negotiations, if necessary and has the right to select more than one bidder for one or more items at its discretion.
18. Any deviation in technical specifications shall not be entertained ordinarily. The University reserves the right to modify the computer-specifications during the execution stage of the purchase process. Wherever the technical specifications of items are changed either at the University request or at Bidder's request, revised price will be fixed, if necessary, by negotiations and as agreed upon by both parties.

19. The University reserves the right to order all or part or none of the items and/or services given in this document.
20. The University may reject the bid even if it is accepted but the successful bidder fails to execute any of the guidelines, terms and conditions mentioned in this quotation document.
21. The supplier shall not assign or makeover the contract, the benefit or burden thereof to any other person or persons or body corporate. The supplier shall not underlet or sublet to any person(s) or body corporate for the execution of the contract or any part thereof.

Delivery Period

22. All the items are to be door-delivered to the University within 4-5 weeks of the issue of the purchase order. In case the supplier fails to deliver the goods within the due period, the University reserves the right to cancel the purchase order and to place orders with other firms without assigning any reason thereof.
23. The supplier must supply all ordered items at a time. Part supplies are not acceptable and will not be entertained on any account. Any loss or damage during transit will be replaced at the cost of supplier.

Installation and Commissioning

24. The supplier shall be liable to complete all installation and commissioning of the Hardwares &/or Softwares at the site within 15 days from the date of receipt of items. All packing must be opened at the site and be handed over to the consignee, at the supplier's cost.

Warranty

25. The Hardwares supplied will be under warranty for a minimum period of 3 years for Servers and Desktop PCs or more than 3 Years offered by the Company, if any, from the date of installation and commissioning.

Similarly, for other Hardwares for a minimum period of 1 Year or more than 1 Year offered by the Company, if any, from the date of installation and commissioning. Free replacement of faulty media or hardware including free technical support/version up-gradation shall be provided during the warranty period. Warranty Certificate shall be submitted at the time of delivery.

26. The software products shall be warranted against any defects those may be responsible for any hardware breakdown/system crash/and any other reasons attributed to total hardware/software failure which is otherwise warranted and certified to run the software.

Services

27. The supplier shall have a service support base at Sambalpur / Bhubaneswar and shall submit full detail address with phone no., fax no. and e-mail ID of the contact person for after sale service.
28. The supplier is required to take care of change in technology and supply the higher version of the hardware and software available at the time of delivery at the same total cost as per the order. The operating manuals must be supplied at the time of delivery of goods.
29. The supplier shall submit all bills in triplicate on printed forms to the University. The billing must be done with Odisha State VAT billing.
30. The supplier must submit valid and up-to-date VATCC and ITCC along with the bill before release of payment.
31. No interest on any deferred claim arising out of this purchase shall be payable in any case whatsoever. No payment will be made for goods rejected at site during installation and commissioning.
32. The prices charged by the supplier for goods delivered and services performed under the contract shall not be higher from the prices quoted by the supplier in this quotation.
33. The 90% of the billed amount will be released only if the items have been received in good conditions and successful installation and commission of the different Hardwares &/or Softwares installed and commissioned as per the specifications.
34. The balance 10% will be released after 30 days of the satisfactory on site performance from the final date of installation and commissioning of different Hardware &/or Software. All payments will be released based on separate invoices submitted to the university by the supplier. The supplier shall submit the bills in triplicate on printed forms only for the release of the balance 10% amount to the University.

Other terms and conditions

35. The University reserves the right to cancel the purchase order if the different Hardwares and/or Softwares supplied fail to meet the specification mentioned within the terms and conditions of this quotation call document. The University shall not be held responsible for any loss or damage suffered by the bidder as a result of the cancellation of the purchase order.

36. The University reserves the right to cancel an item as ordered or cancel the whole order, if the University does not agree to a change of specification suggested by the bidder or if the bidder is not able to supply an item as per changed specifications required by the University or if there is no agreement on the revision to price.
37. The University may cancel the order if it is found that the agency is black listed on previous occasions by any of the departments/ institutions/ local bodies etc.
38. Any dispute arising out of the deal shall be subjected to the jurisdiction of the court at Sambalpur within the State of Odisha.
39. The University reserves the right to add/delete/change any of the terms and conditions stipulated in this quotation document.

Delivery as well as Billing Address

The Registrar
Veer SurendraSai University of Technology, Odisha
BURLA-768018
Dist. Sambalpur (Odisha)

Technical Specification

Sl	Type	Items	Specification	Annexure
1.	Software		Rational Rose Suite 30 Users License (Academic Version)	A1
2.	Software		Visual Studio Professional Academic MOLP with 30 Users License (Academic Version)	A1
3.	Software		Oracle 11g or higher (Processor Based Database Standard Version - Academic)	A1
4.	Hardware	Online UPS	10 KVA with 1 Hr Backup	A2
		Maintenance Free Battery	BackUp Time : 1 Hrs (under working Load) Rating : 65 AH x 20 Nos.	
		Online UPS	03 KVA with 1 Hr Backup	A2
		Maintenance Free Battery	BackUp Time : 1 Hrs (under working Load) Rating : 65 AH x 06 Nos.	
5.	Hardware	Projector	Type : DLP (Digital Light Processing)/LCD Type Aspect Ratio of the Projector: 16:10 Brightness Affect of the Projectors (Lumens Range):3,300 lumen or more Resolution Affects of the Picture 1280 x 800 WXGA or more Throw Ratio of the Projector : (Short / Long)	A3
6.	Hardware	AC	2 Ton Split AC having 5 Star Energy efficient compliant with supporting Stabilizer and Installation	A4
7.	Hardware	Unmanaged Switch	48 Port Unmanaged Switch	A5

Information Sheet Of Bidder

S/L	Description	To be filled in by the supplier
1.	Name of the Supplier/ Dealer/ OEM/Agency	
2.	Address with phone No./FAX/ e-Mail	
3.	Contact Person(s) Phone No. /Mobile No.	
4.	Name of the OEM(Brand)	
5.	Quoted Model No.	
6.	Certificate w.r.t. Authorized dealer	
7.	Details of Bank Draft towards the cost of quotation documents	
8.	Details of Bank Draft towards EMD	
9.	VAT registration details	
10.	Experience Details (with proof of orders from organization to which supplied earlier)	

DECLARARION: We hereby certify that the information furnished above is full and correct to the best of our knowledge. We understand that in case any deviation is found in the above statement at any stage, the quotation is liable to be rejected.

Undertaking by the Bidder

To

The Registrar,
Veer Surendra Sai University of Technology,
Burla-768018.
DistSambalpur, Odisha

Subject: Quotation for "Supply, installation and commissioning of different Hardware and/or Software".

Dear Sir,

We have studied the full contents of the quotation call document and agree to quote by the guidelines, terms and conditions laid in this quotation document.

We enclose all the sheets of this quotation call document duly signed by us on every page, as a token of accepting all the guidelines, terms and conditions laid in this quotation document.

In case of non- observance of any of the guidelines, terms and conditions mentioned in this quotation document by us, we understand that our quotation/purchase order (as the case may be) may be cancelled.

We warrant that the goods supplied under this contract are new, unused, of the most recent or current models, and they incorporate all recent improvements in design and materials and all the services configured shall render trouble free function.

We hereby agree to supply, install and commission the desktop computers as per the terms and conditions of this quotation call document if we are offered to execute the contract.

Signature of.....

In capacity of.....

Duly authorized to sign the quotation for and on behalf of
Name and Address of the authorized Signatory

Date

Signature

Financial Bid

The Financial Bid may be submitted as per the technical specifications covering all requirements for the installation and commission of the item. **Use separate table as Annexure for each item.**

Name of the OEM/Business Partner of OEM/ Authorized Dealer:

ANNEXURE-**					
SL	ITEM	Make	Model	Qty	Unit Price(INR)
A1.	Base Price for 10 KVA Online UPS			1	
A2.	VAT @				
A3.	Freight Charges if any				
A4.	Any other Tax (Specify separately)				
	Total Price (A1 + A2 + A3 + A4 +...) Rs.				
	(Rupees..... Only)				