



'A' Grade  
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(3rd Cycle)

॥ अंतरी पेटवू ज्ञानज्योत ॥  
**Kavayitri Bahinabai Chaudhari  
North Maharashtra University, Jalgaon**

**E-TENDER FOR SUPPLY &  
INSTALLATION OF WORKSTATION**

K.B.C. N.M.U., Jalgaon invites “**E-tender for Supply and Installation of Workstation**” from Manufacturer / Authorized Dealers and Reputed Suppliers to participate in the competitive bidding process. For the detailed tender documents, interested bidder should visit <https://mahatenders.gov.in> and [www.nmu.ac.in](http://www.nmu.ac.in)

The filled in E-tender must be submitted online on or before 25/08/2021 up to 17.00 hrs. Any extension of tender, corrigendum or change in schedule will be published only on above mentioned websites.

Ref. KBCNMU/26/ET/Inst. of Workstation/119/2021 (Prof. Madhulika Sonawane)

Date :04/08/2021

Offg. Finance and Accounts Officer



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कवयित्री बहिणाबाई चौधरी उत्तर महाराष्ट्र विद्यापीठ, जळगाव  
Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon

SCHOOL OF COMPUTER SCIENCES (संगणकशास्त्र प्रशाळा)

POST BOX NO.80, UMAVINAGAR,  
JALGAON- 425 001

Tel. No. (0257) 2257236 & 237

Fax No. (0257) 2258406

**E-TENDER DOCUMENTS FOR SUPPLY AND  
INSTALLATION OF WORKSTATIONS**

REF :- KBCNMU/Comp. Sci./26/ET/Workstation/119/2021

**FOR MORE DETAILS VISIT**

<https://mahatenders.gov.in> / [www.nmu.ac.in](http://www.nmu.ac.in)

Total Pages 01 to 15



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# INDEX

## E-TENDER FOR SUPPLY AND INSTALLATION OF WORKSTATIONS

Sr. No.	Details of Contents	Page No.
01	Tender Schedule	03
02	E-Tender Notice	04
03	Instructions for filling of Tender	05 to 06
04	General Terms and Conditions of the tender	07 to 08
05	Technical Specifications	09
06	Information of the bidder (Annexure—A)	10
07	Certificate of Annual Turn Over (Annexure—B)	11
08	Manufacturer Authorization letter (Annexure—C)	12
09	Declaration regarding blacklisting / debarring from taking Part in tender. (Annexure—D)	13
10	Comparative chart of technical specifications of each tendered item (Annexure—E)	14
11	Bidder's Declaration (Annexure—F)	15

### E-Tender Schedule and Contact details

Sr. No.	Key Days of the tender	Start date & time	End date and time
01	Tender Release	04 / 08 /2021	
02	Tender documents downloading	05 / 08 /2021	25 / 08 /2021
03	Online submission	05 / 08 /2021	25 / 08 /2021
04	Technical Bid opening	30 / 08 /2021 If Possible	

Contact below if any query

Sr. No.	Name of the Contract Person	Mobile No.
01	Sumit Katkar. For any Information / difficulty Regarding online submission of tender	7745827385 7843024910
02	Technical Query : Prof. S. R. Kolhe Director of School Computer Sciences, KBCNMU, Jalgaon  Husain Dawoodi System Analyst	0257-2257451  0257-2258411
03	Tender Enquiry (Finance Dept.) Shri Ravindra Patil, Purchase Officer	0257-2257236



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Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon

SCHOOL OF COMPUTER SCIENCES (संगणकशास्त्र प्रशाळा)

### **E-TENDER NOTICE**

#### **E-TENDER FOR SUPPLY AND INSTALLATION OF WORKSTATIONS**

Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon invites e-tender for supply and installation of **Workstations** from Manufacturer /Authorized Dealers / Distributors and reputed supplier to participate in the competitive bidding process. For the detailed tender documents, interested bidder should visit <https://mahatenders.gov.in> and [www.nmu.ac.in](http://www.nmu.ac.in)

The filled in tender must be submitted online on or before /08/2021. Any extension of tender, corrigendum or change in schedule will be published only on above mentioned websites.

REF: - **KBCNMU/Comp. Sci./26/ET/Workstation/119/2021**

Date: 04 / 08 /2021

**(Prof. Madhulika Sonawane)**  
**Offig. Finance and Accounts Officer**

## Instructions for filling of E-Tender

The Finance and Accounts Officers, Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon invites E-Tender for supply and installation of **Workstations** from Manufacturer/ Authorized Dealers / Distributors and reputed suppliers. The details in this regard are given below.

1. Procedure to submit the tender: All eligible/ interested tendered are required to be enrolled on Portal <https://mahatenders.gov.in> before downloading tender documents, and participate in e-tendering the vendors should submit online tender in two bid system i.e. Technical Bid and Commercial/ Financial Bid BOQ (**BOQ Rate quoted inclusive of all taxes**)
2. Technical Bid: The technical bid shall contain the following documents. The bidder must scan the documents and upload all these documents online with first page in technical bid compulsorily. All the documents must be valid and self-attested by bidder non-submission of following requested documents may lead to rejection of offers.

Sr. No.	Name of Document
I	Information of the bidder as per Annexure –A. (The same should be submitted on letter head of bidder)
II	Certificate of incorporation of company issued under the company act or by any other competent authority in case of proprietary / partnership firm etc.
III	Copy of GST registration certificate
IV	Copy of PAN card
V	Copies of Income tax return filed during last three financial years. (2017-18, 2018-19, 2019-20)
VI	Copies of SSI / NSIC /MSME registration certificate. (In case of Exemption in payment of Tender Fees/EMD is claimed.) The related G.R./ circular must be uploaded
VII	Proof of annual turnover for the last three financial year as per <b>Annexure- B</b>
VIII	List of clients to whom the <b>workstations</b> supplied mentioning the name, address, Landline. No. / Mobile No. of the clients with quantity and date of supply. Two / Three Copies of supply/ work order should be uploaded.
IX	Authorization letter from OEM in case of bidder is authorized Dealer/ Distributors of OEM. as per <b>Annexure -C</b>
X	An affidavit that the bidder has never been black listed by any government department / government under taking /any other agency as per <b>Annexure- D</b>
XI	The comparative Chart of technical specifications of <b>workstations</b> in the format as per <b>Annexure-E</b>
XII	Bidder's Declaration on letter head ( <b>as per annexure -F</b> )
XIII	Receipts of payment cost of tender and earnest money deposit paid through Internet Banking
XIV	Audited balance sheet & profit & loss account of the company / firm duly audited by Chartered Accountant for last three financial years. (2017-18, 2018-19, 2019-20)
XV	Technical Boucher / Catalogue of quoted model.
XVI	Certificate for after Sale Service and support of minimum 03 years
XVII	Full set of tender documents with seal and signature of bidder or his authorized representative on each page of the tender.

3. **Financial Bid:** The tendering authority will first open the Technical Bid documents of all bidders and after scrutinizing these documents will shortlist the bidders who are eligible for Financial Bidding process. Otherwise the tender may be disqualified. Financial bid should be submitted online by vendor in the form of BOQ excel sheet given over [www.mahatender.gov.in](http://www.mahatender.gov.in), the supplier shall fill up the column of rate per quantity offered by him.
4. Bidder should have valid Digital Signature Certificate (DSC) obtained from any certifying authorities.
5. The detail technical specifications of **workstation** are provided in the tender documents.
6. The Technical and Financial Bid shall be submitted online as per the schedule.
7. Bidder may be invited for discussion in University, if needed/required.
8. The Bidders are strictly advised to follow the dates and times allocated to each stage. As indicated in the time schedule. All the online activities are time tracked and the Electronic Tendering System enforces time-locks that ensure that no activity or transaction can take place outside the Start and End Dates and Time of the Stage as defined in the tender schedule. At the sole discretion of the tender authority, the time schedule of the tender stages may be extended.
9. University reserves the right for change in the number of items to be maintained in schedule.
10. Rate to be quoted should be mentioned at item wise in provided in Schedule (BOQ) by the bidder, more over the rate should not be quoted anywhere else in the tender booklet as well as in the blank pages.
11. The university reserves the right to decide whether to open or not open the commercial bid of the supplier and no objection of any supplier shall be entertained on any ground whatsoever it may be regarding this.
12. No bid shall be accepted without payment by online earnest money deposit and cost of tender.
13. **The rate quoted in BOQ form should be inclusive of GST, freight, packing, forwarding, loading / unloading and installation and mounting of workstations at the site.**
14. The rate should be offered for only the item as mentioned in the schedule.
15. The rates quoted for the quantity other than specification specified in the tender form shall not be considered for comparison of rate.
16. **Attach technical detail of quoted model with catalogue.**
17. The university is not bound to accept lowest tenders and reserve the right to accept/cancel any or all tenders without assigning any reason thereof.

**(Prof. Madhulika Sonawane)**  
**Offig. Finance and Accounts Officer**

## **-: General Terms and Conditions of the E-Tender :-**

- 1) The online tender is called from Manufacturer/ Authorized Dealers / Distributor / Reputed Supplier to supply and installation of **Workstations**.
- 2) Bidder are compulsory required to submit all documents online as mentioned in Annexure-A If bidder fails to do so the financial bid of such bidder will not be considered opened.
- 3) **Earnest Money Deposit & Cost of Tender:** - Vendors are required to pay Rs. 3,000/- (Rs. Three Thousand only) and Rs. 50,000/- (Rs. Fifty thousand only) towards Tender Fee and EMD respectively through Net banking.
- 4) **Security Deposit:** The successful tendered to whom the work/ supply / purchase order is given shall be required to deposit an amount equivalent to 5% of total value of work order (inclusive of all taxes, duties etc.) as security deposit within 7 days from the date of work order. The security deposit will not carry any interest and which shall be refunded after supply and successful completion of the work. If the bidder fails to keep the security deposit, then the second lowest quoted bidder will be issued the similar purchase order or the university with holds the total authority for the necessary action to be taken.  
Cancellation of work/ supply / purchase order: University reserves the right to cancel the work order in case tendered fails to supply and install workstations within the stipulated time given in the work order. The university reserves the right to go for next lowest tendered or other appropriate action will be taken.  

If due to the above mentioned reason work order is canceled, earnest money and security deposit shall be forfeited and also the tender may be allotted to the next lowest tender or the university reserves the right to take any other appropriate decision including legal action against the bidder to whom work order was given.
- 5) The Bid E.M.D. will be forfeited :-
  - a) If the bidder withdraws his bid during the period of bid validity specified in the bid.
  - b) In case of successful bidder, if the bidder
    - i) Fails to sign the contract/ agreement in accordance with the terms of the tender documents.
    - ii) Fails to furnish required performance security in accordance with the terms of tender document within the time frame specified by the university.
    - iii) Fails or refuses to honor his own quoted price for the product offer.
- 6) The successful bidder is required to execute an agreement on Rs.100/- stamp paper for supply, installation and commissioning of the items as per the tender and cost of work order. The agreement should be registered with notary. The same should be submitted along with security deposit.
- 7) Conditional tender shall not be accepted.
- 8) F.O.R: -The rates quoted should be F.O.R the university campus. The rate quoted by the bidder should be inclusive of GST, freight, forwarding, loading and unloading Insurance, Installation and mounting etc.
- 9) **Payment** : 100% payment shall ordinarily be made within 30 days after satisfactory completion of work as per work order and report to this effect received from technical authority appointed by the university or concerned H.O.D.
- 10) **Performance Bank Guarantee:** The Successful bidder will have to submit the performance bank guarantee along with invoice equivalent to 5% of total value of the work/purchase order towards performance bank guarantee for the period of 60 days beyond warranty period.



- 11) **Completion Period:** - The supply as per purchase order should be completed within 7 to 8 weeks from the date of receipt of purchase order. If the bidder fails to complete the Installation within the period. The university will entitle to recover penalty as liquidated damages @ 0.5% of total value of invoice each week or parts thereof during which the delay of such stores delays subject to maximum in limit of 5%.
- 12) After supply the tenderer should install all the **workstations** within stipulated time given in P.O. Delay beyond this period will attract penalty at the rate of 0.1% of the purchase order cost per day of delay subject to maximum 5% of the purchase order cost and it would be deducted from subsequent payment. The university reserve the right, without liability, to cancel the order in such cases, and it will be free to place order on any other party.
- 13) **Workstations** covered in this tender may be inspected and tested by the university engineer if deemed necessary by the university, the successful tendered shall provide without charge, all reasonable facilities and assistance for such inspection and test.
- 14) Assignment / subcontracting / sublet : The tender shall not assign the order received any rights under this tender or to become due hereunder, neither delegated nor subcontracted sublet any obligations or work hereunder without the prior written consent of the University.
- 15) Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon is not bound to accept the lowest tender and reserves the right to accept any tender or to reject any or all tenders without assigning any reasons whatsoever.
- 16) Tenderer must submit the cost of tender documents and EMD only through 'INTERNET BANKING'
- 17) **Warranty:** - The bidder should clearly mention the period of standard warranty.
- 18) **Safety & Security:** - Safety & Security of all the equipment material shall be responsibility of the vendor till the completion of work as per purchase order.
- 19) Only online tender submitted through Government of Maharashtra portal for e-procurement will be consider. ( <https://mahatenders.gov.in> )
- 20) Tender offer must be valid for a period of minimum 180 days from the date of opening of commercial / financial bid. Any offer failing short of the validity period is liable for rejection.
- 21) **Jurisdiction:** The courts at Jalgaon alone will have the jurisdiction to try any matter, dispute or reference between parties arising out of this tender / contract. It is specifically agreed that no court outside and other than Jalgaon court shall have Jurisdiction in the matter.
- 22) Incomplete offers would not be entertained.
- 23) The University reserves the right to delete/ increase/ decrease items from the schedule of requirement specified in the tender and accept or reject any or all the tenders from any or all the parties without assigning reason thereof.
- 24) **Installation and Commissioning: Workstations** must be installed and commissioned at **the School of Computer Sciences, KBC NMU Jalgaon.**

**(Prof. Madhulika Sonawane)**  
**Offig. Finance and Accounts Officer**

**-: Technical Specifications of Workstations :-**

<b>Sr. No.</b>	<b>Item</b>	<b>Specifications</b>	<b>Quantity</b>
01	<b>Workstations</b>	Intel Xeon Quad Core Processor (3.3 Ghz) 8-GB DDR4-2133 non-ECC unbuffered SD RAM 240 GB SSD, 500 GB 7200 RPM SATA, USB Keyboard, Mouse, Dedicated Graphics Card (2 GB), Integrated Intel 1219LM PCIe GbE, Integrated SATA (4 ports 6 Gb/s) with RAID 0 (stripped array) and RAID 1 (mirrored array), USB 3.0, Display Port 1.2, 1 Serial port, 2 PS/2, 1 RJ-45, 1 Audio line-in, 1 Audio line-out, DVD RW, 17 inch 5:4 LED Backlit Monitor (Square), Windows 10 SL, Warranty: 3/3/3	20

Note:-

- 1) Make, Model No. & Warranty of workstations must be specified by the bidder in Annexure E.

**Information of the Bidder**

Sr. No.	Particular	
1	Name of the Company/ Organization/firm	
2	Registered office Address, Telephone no., and E-mail ID	
3	Correspondence / Contact Address. Details of contact person name, designation, address, mobile no & e-mail ID.	
4	Type of the Organization /(Proprietary / Partnership/ Pvt. Ltd./PSU/Govt./Public Ltd) certified copy in respect of registration must be enclosed	
5	Year of establishment and Experience in business (In number of years)	
6	Annual Turnover 2017-18 2018-19 2019-20 (Certified copies of Annual Statement of Accounts i.e. Balance sheet & Profit Loss Account must be uploading)	
7	GST Registration No.	
8	PAN Card No.	
9	Details of Bank – Name of Bank Name of Account Type of Account Account Number IFSC Code MICR Code	
10	Capacity in which the bidder has signed the bid	

**Signature & Seal of the Tender**

**Certificate of Annual Turn Over**

Sr. No.	Financial year	Annual turnover (In Lac)
1	2017-18	
2	2018-19	
3	2019-20	

Seal & Signature of the  
Chartered Accountants

Seal & Signature of the  
bidder authorized representative

**Annexure –C**

**Manufacturers Authorization Form**

Ref.No./Outward No.

Date: / /2021

To,  
The Finance & Accounts Officer,  
Post Box No.80,  
Umavinagar, KBCNMU, Jalgaon.

Subject :- **Authorization letter for tender for supply and installation of Workstations**

Ref.No. : KBCNMU/Comp. Sci./26/ET/Workstation/119/2021

Dear Sir,

This is with reference to above subject of supply and installation of **Workstations** for your University. We would like to authorize M/s. ----- who is a business associate / partner of OEM/ authorized distributors /authorized dealers in India to participate in the above tender and execute the same if awarded.

We here by extended our full support as per terms and conditions of the tender and the contract for the services offered against this invitation for tender offered by the M/s.

We here by commit to the tender terms and conditions and will not withdraw our commitment during the process and or during the period of contract.

Thanking you,

Yours faithfully,

Name of the company and seal  
Name, Signature and Designation  
Of the person

(The above authorization letter must be submitted on letter head of the company and to be signed by only by authorized / competent authority)

**Annexure –D**

**DECLARATION REGARDING BLACKLISTING / DEBARRING FOR TAKING PART IN TENDER.**

**(To be executed & attested by Public Notary / Executive Magistrate on Rs.100/- non judicial Stamp paper by the bidder)**

I / We \_\_\_\_\_ Manufacture / Partner(s)/ Authorized Distributor /agent of M/S. \_\_\_\_\_ hereby declare that the firm/company namely M/s. \_\_\_\_\_ has not been blacklisted or debarred in the past by Union / State Government or by any other organization from taking part in tenders in India.

Or

I / We \_\_\_\_\_ Manufacture / Partner(s)/ Authorized Distributor / agent of M/s. \_\_\_\_\_-hereby declare that the Firm /company namely M/s.\_\_\_\_\_ was blacklisted or debarred by Union / State Government or any Organization from taking part in tenders for a period of \_\_\_\_\_ years w.e.f. \_\_\_\_\_ to \_\_\_\_\_. The period is over on \_\_\_\_\_and now the firm/company is entitled to take part in tenders.

In case the above information found false I / we are fully aware that the tender/ contract will be rejected/cancelled by University and EMD / SD shall be forfeited. In addition to the above University will not be responsible to pay the bills for any completed / partially completed work.

DEPONENT

Name\_\_\_\_\_

Address \_\_\_\_\_

Attested:

(Public Notary / Executive Magistrate)

## COMPARATIVE CHART OF TECHNICAL SPECIFICATIONS OF WORKSTATIONS

Sr. No	Specifications of tendered item As per tender	Specification offered by the bidder	Make, Model No. & Warranty
01	<b>Workstation –</b> Intel Xeon Quad Core Processor (3.3 Ghz) 8-GB DDR4-2133 non-ECC unbuffered SD RAM 240 GB SSD, 500 GB 7200 RPM SATA, USB Keyboard, Mouse, Dedicated Graphics Card (2 GB), Integrated Intel 1219LM PCIe GbE, Integrated SATA (4 ports 6 Gb/s) with RAID 0 (stripped array) and RAID 1 (mirrored array), USB 3.0, Display Port 1.2, 1 Serial port, 2 PS/2, 1 RJ-45, 1 Audio line-in, 1 Audio line-out, DVD RW, 17 inch 5:4 LED Backlit Monitor (Square), Windows 10 SL, Warranty: 3/3/3		

Note: - The above chart should be submitted on letter head of the bidder after filling blank Column of the above chart.

Date : / /2021

Signature and Seal of the bidder

**Bidder's Declaration**

**E- TENDER DOCUMENT FOR SUPPLY AND INSTALLATION OF  
WORKSTATIONS**

Ref.No :- KBCNMU/Comp. Sci./26/ET/Workstation/119/2021

I hereby certify that I have gone through all the information and terms and conditions stipulated in the tender document and hereby confirm to abide by the same. I also hereby certify that the rates quoted in financial/ commercial bid (BOQ) are not more than the rate charged to any other Institution/ Department / Organization.

Signature : .....

Name of signatory : .....

Seal of the bidder