

OFFICE OF THE PRINCIPAL  
**BIJNI COLLEGE, BIJNI**  
P.O. & T.O. BIJNI : DIST. CHIRANG : BTC (ASSAM)

Reference No. BC/RUSA-2.0/computer & GYM Equipment/04

Date 14-06-2022

**NOTICE INVITING QUOTATIONS**

Affixing court fees stamp of rupees 8.25 (Eight rupees and twenty five paisa only), sealed quotations in 02 bid system (Technical & Financial) are invited from intending firms/dealers/suppliers for supply and installation of Desktop Computers to be procured by Bijni College, Bijni under RUSA Infrastructure grant.

The quotations should be addressed to **The Principal, Bijni College, Bijni** and must reach by the **College** by **20-06-2022** till **12 o'clock** No Quotation will be accepted after last date and stipulated time. The sealed covers of the Quotations will be opened on **20-06-2022** at **1:00 P.M.** In the presence of willing Quotationers or their authorised agents. However, in case of any unscheduled holiday occurs on prescribed closing/opening date, the next working day shall be the prescribed date of closing/opening.



Principal

Bijni College, Bijni  
Principal  
Bijni College, Bijni

## Details of the NIQ

1. Nature of the project: Supply and installations of Desktop Computers.
2. Contact Person: Principal (M. No. 9435023057 )
3. Bid Submission start date and time: 14-06-2022, 11:00 A.M.
4. Bid Submission closing date and time: 20-06-2022, 12:00 O'clock.
5. Bid opening date and time: 20-06-2022, 1:00 P.M.
6. Venue for opening of bid documents: Office of the Principal, Bijni College, Bijni.
7. Quotation document fee (in the form of DD) of Rs. 1000.00 has to be paid along with Quotation in favours of Principal, Bijni College Payable at Bijni.
8. Selected bidder has to deposit security money @ 2% of the quoted amount before issue of supply orders. The security money should be in the form or DD/Banker Cheque pledged in favour of Principal, Bijni College, Bijni BTR Assam.
9. Date of completion of Supply : 7 Days

### 10. Specification:

Items	Detailed Specifications	Quantity
<b>Desktop Computer</b>	<b>Brand:</b> HP/DELL/LENOVO <b>Processor:</b> Intel Core i3 (10 <sup>th</sup> Generation) <b>RAM:</b> 4GB <b>HDD:</b> 1TB (7200rpm) <b>Monitor:</b> 19.5 inch HD Display <b>Form factor:</b> Tower Desktop <b>Graphics:</b> Intel integrated graphics <b>Optical Drive:</b> DVD +RW, USB wired Keyboard & Optical Mouse, <b>UPS*:</b> 600VA (warranty one Year warranty for UPS and six months for battery) <b>OS:</b> Widows 10Pro (Genuine) <b>Warranty:</b> 3 (three) years on site except UPS and software. <b>*UPS make (Brand) Zebronics/</b>	<b>10</b>

## Terms and Conditions

1. The technical bid and the financial bid must be submitted in two separate envelopes and both envelopes should be submitted in the one outer envelope. All envelope must be sealed.
2. The Rate Should be quoted inclusive of all taxes, installation and delivery charges for supplying to the College Office at Bijni.
3. The bidders may quote multiple models.
4. Quoted rates MUST be valid for 90 days.
5. Information Boucher/Product Catalogue, if any must be accompanied with the quotation clearly indicating the model applied for.
6. The Financial Bids of only those vendors whose Technical Bids have been accepted will be evaluated.
7. The lowest bid may not be recommended if technical specifications are found to be inferior.
8. The college reserves the right to accept or reject any or all quotation not fulfilling the Terms & Conditions.
9. The bidders MUST provide Guarantee/Warrantee on the items against technical defects and standard usage.
10. TDS shall be deducted from the final amount as per Govt, norms.
11. The quotation should be accompanied with self attested Xerox copies of GST registration certificate. PAN, Trade License, Details of Bank Account Number with IFS Code.



Principal

Bijni College, Bijni.

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## **TECHNICAL BID FORM (A)**

1. Name of the Tendering Company/Firm Agency:
2. Name of Owner/ Director/ Manager of Company/Firm/Agency:
3. Full Address of the Company/Firm/Agency of Registered Office:

E-mail Address:

Telephone / Mobile No.:

4. Banker of the Company/Firm/Agency with Full address:
  
  5. PAN No. (Attach self-attested copy):
  6. TIN No. (Attach self-attested copy):
  7. GST registration No. (Attach self-attested copy):
  8. Additional information, if any (Attach separate sheet, if required):
- Attach Experience Certificate/Copy of Supply order of having successfully completed works of similar nature.
  - Attach Annexure-I & II

Date :

Place :

Signature of authorised person

**Full Name & Designation:**

Seal:

**TECHNICAL BID FORM (B)**

<b>Item</b>	<b>Prescribed Specification</b>	<b>Offered Model/Brand</b>	<b>Specification of the quoted model</b>	<b>Remarks (If any)</b>
Desktop Computer				

Date :

Place:

Signature of authorized person  
Full Name & Designation:  
Seal:

## FINANCIAL BID FORM

Items	Model /Brand	Unit Cost	GST	Total Cost
Desktop Computer				

Date :

Place :

Signature of authorised person

Full Name & Designation:

Seal:

**ANNEXURE-1**

**SELF-DECLARATION-ON BLACKLISTING**

I/ We \_\_\_\_\_ Manufacturer/partner/Authorized  
Distributor/Agent (strike out which is not applicable) of (Supplier) \_\_\_\_\_  
do hereby declare and solemnly affirm that the individual/firm/company is not black-listed  
by the Union/State Government/Autonomous body. Any partner or shareholder thereof is  
not directly or indirectly connected with or has subsisting interest in business of my/our firm.

Date :

Place :

Signature of authorised person

Full Name & Designation:

Seal:

**NOTE:** This should be submitted on the letterhead of the bidder company/firm.

**ANNEXURE-II**  
**DECLARATION FORM**

I/We M/s. \_\_\_\_\_ represented by  
its Proprietor / Managing Partner / Managing Director having its Registered  
Office at \_\_\_\_\_

do hereby declare that I/We have carefully read all the conditions of tender  
..... dated ..... for supply & installation of Desktop  
Computers floated by the Bijni College, Bijni and accepts all terms & conditions  
of the Tender. Signature are Seal of the Bidder Name in Capital letters with  
Designation.

Date :

Place :

Signature of authorised person

Full Name & Designation:

Seal:

**NOTE:** This should be submitted on the letterhead of the bidder company/firm.