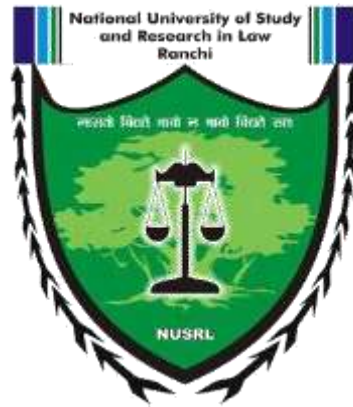


TENDER FOR SUPPLY & INSTALLATION OF COMPUTER/PRINTER/SCANNER

NUSRL/PURCHASE/TENDERS/2020-21/COMPUTER/PRINTER/SCANNER



National University of Study and Research in Law (NUSRL), Ranchi
AT- Nagri, P.O Bukru, Kanke-Pithoria Road, Kanke,

Ranchi-834006, Jharkhand, Web: www.nusrlranchi.ac.in

National University of Study and Research in Law (NUSRL), Ranchi
AT- Nagri, P.O Bukru, Kanke-Pithoria Road, Kanke,
Ranchi, Jharkhand 834006

TENDER NOTICE

NUSRL/PURCHASE/TENDERS/2020-21/Computer/Printer/scanner

Online Tenders (2 Bid system – Technical and Financial) are invited on behalf of Registrar, National University for Study in Research and Law, Ranchi from authorized vendors / OEM manufactures for supply and installation of Computer/Printer/scanner as per specifications indicated in this tender document. The tender documents are available in our website, <https://www.nusrlranchi.in/tender-noitce> . Last date and time for submitting online bid is 11-12-2020 by 2:00 P.M. The bid will be opened at 3:30 P.M..

(Registrar)

Instructions for Bid Submission:

The Bidder are required to prepare their bids in accordance with the requirements and submitting their bids in hard copy in sealed envelope within the given stipulated time and format.

More information useful for submitting bids may be obtained at: <https://www.nusrlranchi.in>. Or contact with the details below.

Contact details:

Mr. Sumitra Mondal

Mobile No. 8580322073

National University of Study and Research in Law (NUSRL), Ranchi

**Tender document for
SUPPLY & INSTALLATION OF COMPUTER / PRINTER / SCANNER**

Important Dates and Information	
Tender Publish Date	03-12-2020
Last Date and Time For Receipt of Bids	11-12-2020 up to 2:00 pm
Date & Time of Opening of Technical Bid	11-12-2020 at 3:30pm
Cost of Tender	Rs.1000/-
Institute's Website	www.nusrlranchi.ac.in

**TENDER FOR SUPPLY & INSTALLATION OF
COMPUTER/PRINTER/SCANNER**
NUSRL/PURCHASE/TENDERS/2020-21/ COMPUTER/PRINTER/SCANNER

National University of Study and Research in Law, Ranchi intends to deploy the **COMPUTER/PRINTER/SCANNER** as per the technical specifications mentioned in Technical Bid (Annexure-II). The interested bidders are requested to submit their bids in sealed envelope under two bid systems fulfilling below minimum Eligibility Criteria.

Minimum Eligibility Criteria:

- i. The Bidder should be an Authorized Partner of OEM. The bidder should submit Manufacturer Authorization Form (MAF) as per the format given in Annexure-III.
- ii. The bidder should have experience of supply, installation, integration, testing, commissioning and successful completion of at least one IT related project with equivalent or higher of quoted value by a single order in any University located in Jharkhand. Enclose certificate of completion along with work order issued by the end client/customer.
- iii. Bidder must have an average Turnover of rupees 3 Cr. for the year of 2017-18, 2018-19 and 2019-20. An audited certificate by a Chartered Accountant to be attached.
- iv. Income Tax Returns for the year of 2017-18, 2018-19 and 2019-20 (Copies of same to be attached)
- v. The bidder must have valid GST Registration certificate and PAN card. (Copies of same to be attached)
- vi. The firm should not be blacklisted or barred by any dept. of Govt., PSU, Autonomous Bodies. (Attach self-declaration on the letter head of bidder)
- vii Bidder should be MSME registered Company in the state of Jharkhand.
- Viii Bidder must have a registered office with service centre in Ranchi.
- Ix Bidder must be ISO 9001 certified company.

Documents Comprising the Bid: The bid shall consist of two separate envelopes in Part-A and Part-B.

Part-A should contain:

- i. Demand Draft of Rs.1000/- in favour of “Registrar, NUSRL Ranchi”, payable at Ranchi.
- ii. Annexure - I: Bid Forwarding Letter.
- iii. Annexure – II/A Pre- qualification
- iv. Annexure II/B: and compliance of Technical Specifications in two sheets.
- iv. Annexure - III: Manufacturer Authorization Form.
- v. Authorization Letter by the OEM
- vi. All documents in support of fulfilling the Eligibility Criteria.
- vii. Entire duly signed and sealed bid documents with corrigendum /amendments, if any, by the authorized representative of the bidder.

Seal the envelope with superscription “TECHNICAL BID for Supply & Installation of COMPUTER/PRINTER/SCANNER” - PART “A”

Part-B should contain: Price Bid only as per Annexure - IV.

Seal the envelope with superscription “PRICE BID for Supply & Installation of COMPUTER/PRINTER/SCANNER” - PART “B”. The Price Bid should mention only price in the stipulated format attached with the bid document. The prices shall be filled up both in figures and in words. In case of any discrepancy, the price quoted in words, shall prevail. No overwriting or use of correction fluid shall be accepted. Any corrections shall be legible and signed by the authorized signatory. Conditional bids shall be rejected.

Put above PART ”A” and PART “B” in a separate sealed envelope with superscription on the top envelop as “Tender for Supply & Installation of COMPUTER/PRINTER/SCANNER” and send by hand / registered post in below address so as to reach on or before 11-12-2020 up to 02:00 pm.

The Registrar
National University for Study in Research and Law
AT- Nagri, P.O Bukru,
Kanke-Pithoria Road, Kanke,
Ranchi-834006, Jharkhand, INDIA.

Tenders received late/ incomplete are liable for rejection.

The University reserves the right to modify the conditions of the tender, at any time, without assigning any reasons for the same. NUSRL, Ranchi reserves the right to accept/ reject any Tender without assigning any reason whatsoever and at any time.

If the last date of receiving/ opening of the tenders coincide with a holiday, then the next working day shall be the receiving/opening.

Scope of Work:

Broadly the work includes the following:

- i. The supply and installation of COMPUTER/PRINTER/SCANNER.
- ii. Conduct of Orientation / Training programme on usage and maintenance of newly installed COMPUTER/PRINTER/SCANNER at NUSRL, Ranchi.

Terms and Conditions:

1. **Bid Validity:** Bid submitted by bidder shall remain valid for a period of 60 days from the last date of submission of bid.
2. **Adherence to Terms and Conditions:** The bidder who wish to submit responses to this tender notice should note that they should abide by all the terms and conditions contained in the tender document.
3. **Single Point of Contact:** The Bidder has to provide details of Single Point of Contact viz. Name, Designation, Address, Email, Telephone/ Mobile No., Fax No. etc. who can discuss and correspondence with NUSRL, Ranchi with regard to the obligations under the contract.
4. **Issuance of Purchase Order:** NUSRL, Ranchi will issue the purchase order for supply and installation of Interactive Flat Panel Display as per the Scope of work mentioned in the tender document. The successful bidder is expected to complete the delivery, installation and commissioning of the IFP within a period of six weeks from the date of purchase order.
5. **Expenses:** Prices payable to the bidder includes all expenses for NUSRL except GST. GST applicable at the time of billing will be paid extra.
6. **Delivery and Installation Schedule:** The bidder should deliver and install the goods within six weeks from the date of purchase order. The bidder should take responsibility of the goods till it reaches the delivery destination informed by NUSRL Ranchi, transport up to destination, insurance etc. shall be arranged by the supplier. Bidder shall arrange the road permits or any other document wherever required.
7. **Warranty & Support:** The warranty shall be on-site, comprehensive for a period of three years from the date of installation. The warranty also includes all software subscriptions and upgradation during period of warranty at no extra cost.
8. **Earnest Money Deposit (EMD):** Earnest Money Rs.40,000/- (DD in favour of "Registrar, NUSRL Ranchi)
9. The EMD of successful vendor will be converted into security till the complete supply is made and will be refunded without any interest. The EMD of unsuccessful vendors will be returned after completion of tender process.
10. **Sub-contracting:** The contractor shall not assign, sub-contract or sub-let the whole or any part of the contract in any manner.
11. **Payment Terms:** NUSRL, Ranchi will release the payment within 30 days on receipt of Materials and undisputed invoice.
12. **Cancellation of Contract and Compensation:** NUSRL, Ranchi reserves the right to cancel the contract in any of the following circumstances.
 - a) Vendor commits a breach of any of the terms and conditions of the contract;
 - b) The progress regarding execution of the contract is found to be unsatisfactory.
13. **Amendment to the Bidding Document:** NUSRL, Ranchi reserves the right in its sole discretion of inclusion of any addendum to this entire bid process. All corrigendum containing amendments to this tender will be posed in our website <https://www.nusrlranchi.in/tender-notice>. Bidders are advised to periodically check our website for updating the matter.
14. **Dispute Resolution:** Decision taken by Registrar, National University for Study in Research and Law, Ranchi will be final and binding on bidder.
15. **Applicable Law:** The Court of Jurisdiction shall be Ranchi for all such purposes.

(Registrar)

BID FORWARDING LETTER

(On the Letterhead of the Bidder)

To

The Registrar
National University of Study and Research in Law
AT- Nagri, P.O Bukru,
Kanke-Pithoria Road, Kanke,
Ranchi-834006, Jharkhand, INDIA.

Sub: Tender for ‘Supply and Installation of Computer/Printer/Scanner’ vide No. NUSRL/Purchase/Tenders/2020-21/ Computer/Printer/Scanner

Dear Sir,

With reference to the above tender, I/ We am/are offering rates for the above work. I/ We hereby confirm and declare that I/ We have carefully studied the tender documents therein and undertake myself / ourselves abide by the terms and conditions.

Yours faithfully,

(Signature of the Authorized Official with seal)

TECHNICAL BID
(PART - A: Pre-Qualification)

S.No.	Description	Whether (YES/NO)
1	Name of the Firm:	
2	Date of Incorporation: (Copy of “Partnership Deed” or “Certificate of Incorporation should be submitted. For entities other than Partnership Firm/ Ltd Company, other relevant documents to be submitted)	
3	Address of Firm with Tel/ Mob No., Fax No., Email ID:	
4	Name and Designation of Authorized Person with Tel/ Mob No., Email ID to deal with NUSRL, Ranchi:	
5	Experience in supply and installation of IFPs with equivalent or higher of quoted value of the quoted item by a single order in Govt. Dept/PSU/Autonomous Bodies/University in last three years as on date. (Proof of same to be attached)	
6	Bidder must have an average Turnover of rupees 3Cr. for the year of 2016-17, 2017-18 and 2018-19. An audited certificate by a Chartered Accountant to be attached.	
7	Income Tax Returns for the year of 2016-17, 2017-18 and 2018-19 (Copies of same to be attached)	
8	Valid GST Registration certificate and PAN card (Copies of same to be attached)	
9	Firm should not be blacklisted or barred by any Dept. of Govt., PSU, Autonomous Bodies (Attach self-declaration on the letter head of bidder)	
10	Detail of EMD attached	
10	Annexure - I: Bid Forwarding Letter	
11	Duly filled Annexure-II/A and II/B	
12	Annexure-III: Manufacturer Authorization Form (MAF)	
13	Authorization Letter by the OEM	
14	Entire duly signed and sealed bid documents with corrigendum/ amendments, if any, by the authorized representative of the bidder	

(PART - B: Technical Compliance)

Make to be quoted:

Model to be quoted:

Quantity: Five (05)

Desktop Computer				
Sr. No.	Component	Specifications	Compliance Y/N	
1	Processor (CPU):	Intel Core i5 (Eight generation or newer) or equivalent		
2	Operating System:	Microsoft Windows 10 Professional x64		
3	Memory:	8 GB RAM		
4	Storage:	512 GB internal Solid State Drive (SSD) or 1 TB internal HDD		
5	Monitor/Display:	20" LCD monitor		
6	Network Adaptor:	802.11ac 2.4/5 GHz wireless adapter		
		100/1000 Ethernet Adapter		
All-In-One Printer				
	Printer Type	Laser		
	Print Method	Electrophotographic Laser Printer		
	Memory Capacity	32 MB and above		
	LCD (liquid crystal display)	16 characters x 2 lines and above		
	Power Source	220 - 240 V AC 50/60Hz		
	Temperature	Operating	10 to 32 °C	
		Storage	0 to 40 °C	
	Document Size	ADF Width †1	147.3 to 215.9 mm	
		ADF Length †1	147.3 to 355.6 mm	
		Scanner Glass Width	Max. 215.9 mm	
		Scanner Glass Length	Max. 300 mm	
	Paper Input	Paper Tray (Standard)	Paper Type	Plain Paper, Thin Paper, Recycled Paper
			Paper Size	A4, Letter, A5, A5 (Long Edge), A6, Executive
			Paper Weight	60 to 105 g/m ²
			Maximum Paper Capacity	Up to 250 sheets of 80 g/m ² Plain

			Paper	
	Paper Output	Face-Down Output Tray	Up to 100 Sheets of 80 g/m2 Plain Paper (face-down delivery to the face-down output paper tray)	
		Face-Up Output Tray	One sheet (face-up delivery to the face-up output tray)	
	2-sided	Automatic 2-sided Printing	Paper Type	Plain Paper, Thin Paper, Recycled Paper
			Paper Size	A4
			Paper Weight	60 to 105 g/m2
	Copy Width	Max. 210 mm		
	Automatic 2-sided Copy	Max. 210 mm (MFC-L2740DW) Yes (from ADF)		
	Multiple Copies	Sorts/Stacks up to 99 pages		
	Enlarge/Reduce	25% to 400% (in increments of 1%)		
	Resolution	600 x 600 dpi		
	First Copy Out Time ¹	Less than 10 seconds at 23 °C / 230 V		
	Colour / Black	Yes / Yes		
	TWAIN Compliant	Yes (Windows® XP / Windows Vista® / Windows® 7 / Windows® 8 / Windows® 8.1) (OS X v10.7.5 / 10.8.x / 10.9.x)		
	WIA Compliant	Yes (Windows® XP / Windows Vista® / Windows® 7 / Windows® 8 / Windows® 8.1)		
	ICA Compliant	Yes (OS X v10.7.5 / 10.8.x / 10.9.x)		
	Colour Depth	30 bit colour Processing (Input) 24 bit colour Processing (Output)		
	Grey Scale	10 bit colour Processing (Input) 8 bit colour Processing (Output)		
	Resolution ²	Max. 600 x 1200 dpi (from Scanner Glass)		
	Scanning Width	Max. 210 mm		
	Automatic 2-sided Scanning	Yes (from ADF)		
Document Scanner				
	Maximum Document Size	Max. 313 x 470 mm (12.3 x 18.5 inch), 18% > DIN/ISO A3		
	Autoformat Size Recognition	yes, crop & deskew		
	DIN Format	DIN A5 - DIN A3		
	ANSI Format	Letter, Legal		
	User Defined Format	yes		
	Scanner Resolution	1200 x 1200 dpi		
	Optical Resolution	1200 x 600 dpi		

	Pixel Dimension	9.3 x 9.3 µm	
	Scan Speed Color	Maximum document size @ 300 dpi < 3 s Maximum document size @ 600 dpi < 6 s	
	Scan Speed Color 3D	Maximum format @ 300 dpi < 6 s	
	Color Depth	48 bit color, 16 bit grayscale	
	Scan Output	24 bit color, 8 bit color indexed, 8 bit grayscale, bitonal, enhanced halftone	
	File Formats	Multipage PDF (PDF/A) and TIFF, JPEG, JPEG 2000, PNM, PNG, BMP, TIFF (Raw, G3, G4, LZW, JPEG), AutoCAD DWF, JBIG, DjVu, DICOM, PCX, Postscript, EPS, Raw data and more	
	Scan Modes	Plain with diffused illumination, 3D with visible surface texture, any combination of the two	
	ICC Profiles	Embedded ICC profiles for sRGB, Adobe RGB, native	
	Quality	Complies to FADGI *** guidelines, Metamorfoze light, ISO 19264-1	
	Operating Temp	5 to 40 °C (40 to 105 °F)	
	Rel Humidity	20 to 80% (non-condensing)	
	Noise	< 42 dB(A) (Scanning) / < 32 dB(A) (Standby)	
	Electrical Connection	100-240 Vac, 47 - 63 Hz (external power supply, complies with ECO standard CEC level VI)	
	Power Consumption	< 0.5 W (Sleep) / 2.5 W (Standby) / 28 W (Ready to scan) / 55 W (Scanning)	
	Electrical Connection	100-240 Vac, 47 - 63 Hz (external power supply, complies with ECO standard CEC level VI)	

Place:

Signature of the Bidder:

Date:

Name, Address of the Bidder:
Telephone No.:

MANUFACTURER AUTHORIZATION
FORM

(On the Letterhead of OEM)

To

The Registrar
National University of Study and Research in Law
AT- Nagri, P.O Bukru,
Kanke-Pithoria Road, Kanke,
Ranchi-834006, Jharkhand, INDIA.

Dear Sir,

Sub: Manufacturer Authorization Form for NIT No.

NUSRL/PURCHASE/TENDERS/2020-21/ Computer/Printer/Scanner

We _____ <OEM Name> having
our _____ registered _____ office _____ at
_____ <OEM
Address> are an established and reputed manufacturer of
_____ <Product Details> do hereby authorize
M/s _____

<Name and Address of the Partner> to offer their quotation and conclude the contract with you against the above invitation for tender

We hereby extend our full guarantee and warranty as per terms and conditions of the tender and the contract for the solution, products/ equipment and services offered against this invitation for tender by the above firm and will extend technical support and update/ upgrades.

<OEM Name>

<Authorized Signatory> Name:

Designation:

Date:

Seal:

Note: This MAF should be on the letterhead of the OEM and should be signed by a Competent and Authorized Person of OEM.

PRICE BID

(On the Letterhead of the Bidder)

To,

The Registrar

NUSRL, Ranchi

Sub: Submission of Price Bid towards “Tender for Supply & Installation of IFP”

Sl. No.	Item Description	Model	Qty.	Amount (in Rs.)		Taxes (%)	Total (Rs.)	
				In figure	In words		In figure	In words
1.	Desktop Computer (Three Years Warranty)		10					
2.	All in One Printer		06					
3.	Document Scanner		01					

Note: All price in INR only.

Place:

Date:

Signature of the Bidder:

Name, Address of
the Bidder:

Telephone No.: