



SIKKIM UNIVERSITY

[A Central University established by an Act of Parliament of India, 2007]
6th Mile, Samdur, P.O Tadong, Gangtok, Pin: 737102, Sikkim.

Ref. No.: SU/2014/REG-03/SMGMT/E-TS/2966PF-I/1455

Dated: 18/12/2017

TENDER NOTICE – SUPPLY OF LAPTOP COMPUTER.

Sealed Quotations are invited from eligible and authorised agencies for supply of Laptop Computer for Sikkim University as per the details given below:

Sl. No	Name of Equipment	Specifications	Qty
1	Laptop Computer (Pro Series)	Reputed Make and Model Professional Series laptop. Processor: Intel® Core™ i7-7500U with Intel HD Graphics 620, 2.7 GHz, up to 3.5 GHz with Intel Turbo Boost Technology, 4 MB cache, 2 cores RAM: 8 GB DDR4-2133 SDRAM (1 x 8 GB) HDD: 1 TB 5400RPM SATA. Display: 14 inch FHD (1920x1080) Anti-Glare LED SVA for HD Webcam with 2 Antennas slim Network: Intel Dual Band Wireless-AC 7265 802.11a/b/g/n/ac WiFi and Bluetooth 4.2 Combo (non-vPro) Realtek Ethernet (10/100/1000). Ports: 1 USB 2.0 (power port); 1 USB 3.0; 1 USB 3.0 Type-C port; 1 HDMI; 1 RJ-45; 1 VGA; 1 headphone microphone and 1 AC power. Operating System: Genuine 64 Bit Windows 10 Pro. Office package: Genuine MS Office Std 2016 package. Others: Fingerprint Reader + 65 Watt Smart nPFC EM AC Adapter + Carry Bag Warranty: 1 Year	1

Terms and Conditions

1. The products quoted should be of specified make and model as in Item Description table.
2. Warranty duration – 1 year
3. Sealed quotation should be submitted along with Covering Letter, Annexure I – Company Profile (with signed photocopies of relevant documents) and Annexure II – Technical and Financial bid (signed and sealed in official letter head). The sealed envelope should be superscribed as “Quotation for supply of Laptop Computer for Sikkim University. Ref. No.: SU/2014/REG-03/SMGMT/E-TS/2966PF-I/1455 dated: 18/12/2017”
4. The sealed quotations have to be submitted by: **08/01/2018 (05:30 P.M.)**
5. An amount of Rs. 1000/- (non-refundable) in the form of Demand Draft as the cost of downloaded tender form and Earnest Money Deposit (EMD) of Rs. 4250/- in the form of Demand Draft/FDR favouring ‘Sikkim University’, payable at Gangtok have to be submitted along with the sealed quote.
6. Installation site: Sikkim University.
7. Bid should be strictly submitted as per the format given in Annexure I and Annexure II in

the official letter head of the firm. Any alteration of the bid format will result in disqualification of the quote.

8. The delivery of goods would be done at the risk and cost of the supplier and all products delivered would be approved only after the examination of the same is done by the Central Stores of the University.
9. The rate should be quoted including all costs such as labour charges, materials, transportation etc.. No other extra charges will be entertained under any circumstances over and above the total cost quoted in the financial bid.
10. The point of delivery is as follows: Central Stores, Sikkim University, 6th Mile, Samdur, Tadong, Gangtok, Pin: 737102, Sikkim. It will be the responsibility of the executing vendor to deliver the goods at the installation site from the Central Stores during installation.
11. All support related to maintenance and service should be onsite during the warranty period.
12. Payment will be made after successful delivery, inspection and installation of the goods. EMD amount of vendor who is awarded the work will be kept as performance guarantee during the warranty period.
13. The University will facilitate arrangement of waybill from Government of Sikkim by paying applicable charges which shall be subsequently recovered from the final bill of the successful bidder if applicable.
14. The items should be supplied and installed within 30 days of receiving of the supply order.
15. All bidding documents should be sent to the University in a sealed format by registered or speed post at the below postal address on or before the last date mentioned above and should be addressed to:

**Systems Management
Sikkim University,
6th Mile, Samdur, Tadong,
Gangtok, Sikkim. Pin: 737102**

16. For any further information please contact Systems Management at 03592- 251186.
17. The Registrar, Sikkim University, has the power to reject any tender or all tender or extend the date of opening of tender without citing any reasons. Decision of The Registrar, Sikkim University will be final and binding to all tenderers.
18. Arbitration of all disputes related to the procurement, delivery and service of the goods would be done in the Gangtok jurisdiction, Sikkim.

Note: Annexure I, II should be submitted in the official letter head of the firm.

Sd/-
Registrar

Annexure-I

COMPANY PROFILE AND FEE DETAILS

Tender Ref. No.: SU/2014/REG-03/SMGMT/E-TS/2966PF-I/1455 dated: 18/12/2017

LIMITED TENDER NOTICE – SUPPLY OF LAPTOP COMUTER.

Bidding company reference no.: dated:

**FOLLOWING DETAILS ARE TO BE FURNISHED BY THE
BIDDING FIRM**

1. Name of the Firm:
2. Address of the Firm:
3. Contact no:
4. Email address:
5. Registration details:
6. Permanent Account Number:
7. GST registration details:
8. Bank Account details including Account Number, Bank name, Branch name & IFSC code:
9. Application fee details – Name of Bank DD no.
..... Date: Amount
10. EMD fee details – Name of Bank DD/FDR no.
..... Date: Amount.....

Note: Copies of the relevant documents are to be enclosed along with this annexure.

Declaration:

I/We hereby declare that I/We have read & understood all the terms & conditions mentioned in the Notice Inviting the sealed quotations and I/We undertake myself/ourselves to abide by them. I/We further, declare that all the information given above are true.

Name:

[Official Seal]

Designation:

Signature:

Place:

Date:

Annexure II

TECHNICAL AND FINANCIAL BID

Tender Ref. No.: SU/2014/REG-03/SMGMT/E-TS/2966PF-I/1455 dated: 18/12/2017

LIMITED TENDER NOTICE – SUPPLY OF LAPTOP COMUTER.

Bidding company reference no.: dated:

**TABLE 1 AND TABLE 2 ARE TO BE FURNISHED BY THE BIDDING FIRM FOR
TECHNICAL BID**

Table 1: Product Make and Model

Sl. No.	Item Details	Quantity	Quoted product Make and Model/ Version
1.	Laptop Computer (Pro Series)	1	

Table 2: Eligibility criteria fulfilment

Sl. no.	Item Details	Product Eligibility criteria	Please state in (Yes/No) whether the quoted product fulfills the product eligibility criteria.
1.	Laptop Computer (Pro Series)	<p>Reputed Make and Model Professional Series laptop.</p> <p>Processor: Intel® Core™ i7-7500U with Intel HD Graphics 620, 2.7 GHz, up to 3.5 GHz with Intel Turbo Boost Technology, 4 MB cache, 2 cores RAM: 8 GB DDR4-2133 SDRAM (1 x 8 GB) HDD: 1 TB 5400RPM SATA. Display: 14 inch FHD (1920x1080) Anti-Glare LED SVA for HD Webcam with 2 Antennas slim Network: Intel Dual Band Wireless-AC 7265 802.11a/b/g/n/ac WiFi and Bluetooth 4.2 Combo (non-vPro) Realtek Ethernet (10/100/1000). Ports: 1 USB 2.0 (power port); 1 USB 3.0; 1 USB 3.0 Type-C port; 1 HDMI; 1 RJ-45; 1 VGA; 1 headphone microphone and 1 AC power. Operating System: Genuine 64 Bit Windows 10 Pro. Office package: Genuine MS Office Std 2016 package. Others: Fingerprint Reader + 65 Watt Smart nPFC EM AC Adapter + Carry Bag Warranty: 1 Year</p>	

Table 3 DETAILS HAS TO BE FURNISHED BY THE BIDDING FIRM FOR FINANCIAL BID

TABLE 3: FINANCIAL BID FORMAT

Sl. No.	Item Description	Quantity	Rate (in Rs.)	Applicable taxes (Type of taxes, Rate of taxes and amount in Rs.)	Any Other Taxes/Duties / Levies (Type of taxes, Rate of taxes and amount in Rs.)	Total Amount (Without Taxes) (in Rs.)	Total Amount (With Taxes) (in Rs.)
1.	Laptop Computer (Pro Series)	1					

Declaration:

I/We hereby declare that I/We have read & understood all the terms & conditions mentioned in the Notice Inviting the sealed quotations and I/We undertake myself/ourselves to abide by them. I/We further, declare that all the information given above are true and the quoted products are in compliance to the item specifications listed above in Annexure II (Technical and Financial Bid)

Name:

Designation:

Signature:

[Official Seal]

Place:

Date: