



# **GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY**

**Dwarka Campus, Sector-16C, New Delhi – 110 078**

## **University School of Basic & Applied Sciences**

**5<sup>th</sup> Floor, B Block, Room No. B-504,**

**Phone: 011-25302415**

28<sup>th</sup> January 2013

**Subject: Quotations are invited for “Computer, Printer & Mathematical Software” for UGC Major Research Project of Dr. Rashmi Bhardwaj, University School of Basic & Applied Sciences, Guru Gobind Singh Indraprastha University.**

### **NOTICE INVITING QUOTATION**

Sealed item rate quotations are invited on behalf of Registrar, Guru Gobind Singh Indraprastha University, Sector 16C, Dwarka, New Delhi **from eligible manufacturers/ distributors/ authorized vendors for providing Computer, Printer and Mathematical Software Items** at GGSIPU, Sector 116C, Dwarka, Delhi, as per schedule of quantity (Annexure I) attached with this NIQ:-

| <b>S.No.</b> | <b>Name of work</b>  | <b>Requirement of Computer, Printer, Mathematical Software</b>  |
|--------------|--|---|
| 1.           | Last date, time and venue for collection of quotation document | 22 <sup>nd</sup> February 2013, 2:00 p.m. USBAS, B-504, B- Block, 5 <sup>th</sup> Floor, GGSIPU, Sector 16 C, Dwarka, New Delhi – 110078. |
| 2.           | Last date, time and venue for submission of quotation document | USBAS, B-504, B- Block, 5 <sup>th</sup> Floor, GGSIPU, Sector 16 C, Dwarka, New Delhi – 110078.   |
| 3.           | Date, time and venue for opening of bid                        | 22 <sup>nd</sup> February 2013, 3:00 p.m. USBAS, B-504, B- Block, 5 <sup>th</sup> Floor, GGSIPU, Sector 16 C, Dwarka, New Delhi – 110078. |

The offer should be valid for the acceptance for the period of at least 60 days from the date of opening. In Case of any discrepancies, the minimum quoted price shall be considered for evaluation. In case of difference between the amounts in figure and in words, the rates quoted in words shall prevail. The offer/bid must be sent by registered post/Courier/by hand/speed post, sufficiently in advance so as to reach to the Principal Investigator, USBAS, GGSIPU by schedule date and time. Any bid received after the due date and time, whatever means, shall not be considered and shall be returned unopened.

### **Eligibility:-**

Undertaking by the agency in its Letterhead that:-

- it has not been barred or blacklisted by any of the Central/State Government/ Departments/ Organizations/Central or State PSU
- it will ensure fair trade practice.
- The proprietor/partners of the agency do not have any relative employed with GGSIP University.

Should have valid registration with DVAT Department of Govt. of Delhi.

## **Terms & Conditions:-**

1. Conditional Bids will be summarily rejected.
2. Bids received after due date & time shall be summarily rejected.
3. Rate must be quoted in Indian Rupees only net in figures & words inclusive of taxes, levies, cartage handling, loading, unloading etc.
4. Delivery:- F.O.R. GGSIP University, Sector 16 C, Dwarka, New Delhi.
5. Time allowed for completion 60 days.
6. In case the successful bidder fails to deliver items within the delivered period, a sum equal to 0.5% of the contract price per week or part thereof until the actual delivery subject to maximum of 10% of the value of supply order shall be deducted.
7. The payment will be made as per payment schedule given in document.
8. Taxes etc., if any, levied shall be deducted at source.
9. The validity of the bid will be 60 days from the date of opening of financial bids. During the validity period, the successful bidder shall not be allowed to withdraw. In case of withdrawal, the EMD / Performance Security shall be forfeited to GGSIP University absolutely and no claim shall be admitted in this regard. Such bidder shall not be allowed to participate in the re-quotation process.
10. The networking should be guaranteed against system failure for 12 months.
11. The rates of successful bidder will be valid for 12 months from the date of issue of letter of acceptance.
12. University reserves the right to reject any or all the bids or accept them in part or reject the lowest bid without assigning any reason.
13. In case of any dispute relating to meaning, scope, manufacturing, operation or effect of this contract or the validity or the breach thereof, University and the contractor shall make every effort to resolve amicably by direct discussion/negotiation.
14. In case the dispute cannot be settled amicably within 30 days of the raising of dispute by either party, either party may seek settlement of the dispute by arbitration in accordance with the provisions of the Arbitration & Conciliation Act, 1996 and the award made in pursuance thereof shall be binding on all the parties. The sole arbitrator shall be appointed by Vice Chancellor, GGS Indraprastha University.
15. The performance under this contract shall not be stopped for any reason whatsoever during the said dispute/proceedings unless the contractor is specifically directed to do so by the University.
16. The venue of arbitration proceedings shall be Delhi/New Delhi. The language of proceedings shall be English. The law governing the substantive issues between the parties shall be the Laws of India. All disputes are subject to Jurisdiction of Delhi Courts only.
17. It is also a term of the contract that if any fee payable to the arbitrator, shall be paid equally by both the parties. It is also a term of the contract that the arbitrator shall be deemed to have entered in the reference on the date he/she issues notice to both the parties calling them to submit their statement of claims and counter statement of claims.

18. Force Majeure-

For purpose of this clause, 'Force Majeure' means an event beyond the control of the contractor and not involving the contractor's fault or negligence and not foreseeable. Such events may include, but are not limited to, acts of the University either in its sovereign or contractual capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargo.

If a Force Majeure situation arises, the contractor shall promptly notify the University in writing of such conditions and cause thereof. Unless otherwise directed by the University in writing, the contractor shall continue to perform its obligations under this contract as far as reasonably practical and shall seek all reasonable alternative means for performance not prevented by Force Majeure event.

19. The rate quoted should be FOR, in Indian Rupees, inclusive of all taxes and the rates should be shown separately (for imported items, foreign currency, the exchange value with Indian rupee on that date should be mentioned, before and after taxes/duties/freight/clearance charges as applicable for delivery to the final destination (B-504, USBAS, GGSIPU, Dwarka). The rates should be quoted legibly in figure as well as in words. There should not be any cutting, overwriting or erasing in the rates or specifications. If there is any difference in the rates of words and figure in a tender the figure written in words will be considered as final.
20. An affidavit on non judicial stamp paper worth Rs. 20/- stating that (a) the firm has not been debarred/blacklisted by any university/autonomous organization/ government/semi government organizations, (b) will observe fair dealing in the business and that this equipment has not been sold for less than the price quoted, (c) has no personal dealing with any of the employees of this university.
21. The firm should ensure that its engineers should be available during the guarantee period continuously to attend the break down calls and the breakdowns shall be attended within 24 hrs. Any change must be intimated to the official well in time. Proper handing over and taking over must be done by the engineer himself.
22. **Payment term- 100% Payment of bill will be released after delivery of items.**
23. The successful bidder shall be required to pay taxes which should be levied by the Govt., for the execution of work awarded under contract.
24. The vendor/supplier should be a registered firm with Trade & Taxes / Sales Tax /Service Tax Department etc. should possess PAN, TIN (VAT)/Sales tax and service tax as applicable. Self attested copies should be attached .
25. The tender may be rejected in full or any part at the discretion of the University.
26. All disputes are subjected to Delhi court jurisdiction.
27. Copy of similar purchase orders for supply, installation and maintenance of networking in the last 3 years in Government/PSU should be enclosed.
28. Latest Income Tax Certificate should be enclosed.
29. GGSIPU requires a Certificate of Acceptance if the tenderer accepts all the above mentioned terms and conditions.

**Dr. Rashmi Bhardwaj**  
**Principal Investigator, UGC Project, USBAS**  
**Email: [rashmib22@gmail.com](mailto:rashmib22@gmail.com)**

**Annexure-I**

**Technical Specifications Sheet & Financial Bid**

| <b>S. No</b> | <b>Description</b>  | <b>Compliance</b> | <b>Quantity Required</b> | <b>Unit Price (in Rs.)</b> | <b>Tax (if any) (in Rs.)</b> | <b>Total Price (in Rs.)</b> |
|--------------|---|-------------------|--------------------------|----------------------------|------------------------------|-----------------------------|
| 1.           | Desktop Computer ( <i>i7</i> processor, 8GB RAM, 1TB HDD, 4GB Graphic cards, 27” All In One FHD Anti Glare with Multi-touch screen 1920x1080, wireless keyboard and mouse, Window7/Window8) |                   | <b>01</b>                |                            |                              |                             |
| 2.           | Colored Printer (Laser, Printing speed minimum 15ppm, Print quality 600*600 dpi,  |                   | <b>01</b>                |                            |                              |                             |
| 3.           | Mathematica Software (latest version)   |                   | <b>01</b>                |                            |                              |                             |
| 4.           | Scientific Workplace software (latest version)  |                   | <b>01</b>                |                            |                              |                             |
| 5.           | Chaos data analyzer software (latest version)   |                   | <b>01</b>                |                            |                              |                             |

(Name of the Vendor)

Address of Vendor: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Mobile No.: \_\_\_\_\_

Email: \_\_\_\_\_

PAN No.: \_\_\_\_\_

Service Tax No.: \_\_\_\_\_