



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/REG/Systems/F-2/13/2018/Vol-I/908

Dated: 23/10/2018

LIMITED TENDER NOTICE FOR SUPPLY OF IT SPARES AND CONSUMABLES.

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

Sl. No.	ITEM	Specifications	QUANTITY
1	Generic USB Keyboard	Reputed make and model. USB Full Size Keyboard with Number Pad with one year warranty.	5
2	Generic USB Mouse	Reputed make and model. Wired Optical USB Mouse with one year warranty.	5
3	Power Cable	Reputed make and model 3 Pin Computer Power Cable 1.5 m with one year warranty.	5
4	VGA Cable	Reputed make and model VGA 2.5 Meter Cable with one year warranty.	5
		Reputed make and model VGA 5 Meter Cable with one year warranty.	5
		Reputed make and model VGA 20 Meter Cable with one year warranty.	2
5	HDMI Cable	Reputed make and model 5-Meter HDMI Cable with one year warranty.	5
6	Self locking cable	Reputed make Nylon Zip Network Cord Wire Cable Tie Strap 3mmx120mm [1 pack of 1000 pcs]	1
7	Memory Stick(RAM) 4 GB	Reputed make and model DDR3 4GB PC RAM with one year warranty.	5
8	Memory Stick(RAM) 8 GB	Reputed make and model DDR3 8GB PC RAM with one year warranty.	4
9	Hard disk drive	Reputed make and model 1 TB SATA HDD with 6Gb/s interface to optimize burst performance; 64MB Cache with one year warranty.	4
10	External hard disk drive	Reputed make and model 2 TB external HDD. USB 3.0 connectivity. Minimum Data Transfer Rate: 625 megabytes per second or more. One year warranty.	2
11	Crimping machine	Reputed make and model 3 in 1 Modular Crimping Tool for RJ45	2
12	LAN labelling tape	Reputed make Waterproof Tear Resistant - Laserjet printable (10 Sheets (300 Labels) with 5 assorted colors)	1
13	LAN tester	Reputed make and model Digital Network Cable Tester Meter With Length Measurement With Battery and one year warranty.	1
14	NIC Card	Reputed make and model Single port 1 Gbps PCI Express Network Adapter Compatible with HP 3330MT desktop computer with one year warranty.	2
		Reputed make and model Dual port 1 Gbps PCI Express Network Adapter Compatible with HP dx2480 desktop computer with one year warranty.	2
15	LAN Cable	Reputed make Red (20 Mtr)	1
		Reputed make Green (20 Mtrs)	1
		Reputed make Blue (20 Mtrs)	1
16	RJ 45 Jack	Reputed make 1 box containing 100 jacks	1
17	RJ 45 strain relief boots	Reputed make 1 box containing 100 boots	1

Terms and Conditions

1. The products quoted should be of reputed make and model.
2. Sealed quotation should be submitted along with Covering Letter, Annexure I – Company Profile (with signed certified photocopies of relevant supporting documents) and Annexure II – Technical and Financial bid (signed and sealed in official letter head) along with the datasheets of the products. The sealed envelope should be superscribed as “Quotation for supply of IT Spares and Consumables for Sikkim University. Ref. No.: SU/REG/Systems/F-2/13/2018/Vol-I/908 dated:23/10/2018”
3. The sealed quotations have to be submitted by: **08/11/2018 (05:30 P.M.)**
4. An amount of Rs. 1000/- (non-refundable cost of downloaded tender form) in the form of NEFT and Earnest Money Deposit (EMD) of Rs. 2833/- should be remitted in the form of NEFT of any Scheduled /Nationalised Bank favouring ‘Sikkim University’, payable at Gangtok should be submitted to the University.

Bank account details for NEFT transaction is as follows:

- I. Account Holder’s Name: Sikkim University
 - II. Account No: 112010100231541
 - III. Account Type: Savings Account
 - IV. IFS CODE: UTIB0000112
 - V. Branch: Gangtok [SK]
 - VI. Bank Name: AXIS Bank
5. 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.
 6. 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.
 7. 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.
 8. The point of delivery is as follows: Central Stores, Sikkim University, 6th Mile, Samdur, Tadong, Gangtok, Pin: 737102, Sikkim. The delivery has to be made during the working hours of the University (Mon-Fri – 09:30 AM to 05:30 PM) excluding holidays.
 9. All support related to maintenance and service should be provided by the supplying vendor during the warranty period.
 10. Payment will be made after successful delivery, inspection and installation of the goods. The successful vendor will have to submit 5% of the total work order value as the performance guarantee during the warranty period + 60 days after which it will be refunded on the written request of the vendor.
 11. 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.
 12. The items should be supplied and installed within 30 days of receiving of the supply order.
 13. 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**

14. For any further information please contact Systems Management at 03592- 251186/ 8967684511.
15. 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.
16. 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

Ref. No.: SU/REG/Systems/F-2/13/2018/Vol-I/908

Dated: 23/10/2018

LIMITED TENDER NOTICE FOR SUPPLY OF IT SPARES AND CONSUMABLES.

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 NEFT no.
..... Date: Amount
10. EMD fee details – Name of Bank NEFT no.
..... Date: Amount.....

Note: Copies of the relevant supporting 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 Limited Tender Notice 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****Ref. No.:** SU/REG/Systems/F-2/13/2018/Vol-I/908**Dated:** 23/10/2018**LIMITED TENDER NOTICE FOR SUPPLY OF IT SPARES AND CONSUMABLES.****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	Make and Model
1	Generic USB Keyboard	
2	Generic USB Mouse	
3	Power Cable	
4	VGA Cable 2.5 Meter	
	VGA Cable 5 Meter	
	VGA Cable 20 Meter	
5	HDMI Cable	
6	Self locking cable	
7	Memory Stick(RAM) 4 GB	
8	Memory Stick(RAM) 8 GB	
9	Hard disk drive	
10	External hard disk drive	
11	Crimping machine	
12	LAN labelling tape	
13	LAN tester	
14	NIC Card Single port 1 Gbps PCI Express Network Adapter Compatible with HP 3330MT desktop computer	
	NIC Card Dual port 1 Gbps PCI Express Network Adapter Compatible with HP dx2480 desktop computer	
15	LAN Cable Red (20 Mtr)	
	LAN Cable Green (20 Mtrs)	
	LAN Cable Blue (20 Mtrs)	
16	RJ 45 Jack	
17	RJ 45 strain relief boots	

Table 2: Eligibility criteria fulfilment

Sl. no.	Item Details	Product Eligibility criteria	Quantity	Please state in (Yes/No) whether the quoted product in table 1 fulfills the product eligibility criteria.
1	Generic USB Keyboard	Reputed make and model. USB Full Size Keyboard with Number Pad with one year warranty.	5	
2	Generic USB Mouse	Reputed make and model. Wired Optical USB Mouse with one year warranty.	5	
3	Power Cable	Reputed make and model 3 Pin Computer Power Cord Cable 1.5 m with one year warranty.	5	
4	VGA Cable	Reputed make and model VGA 2.5 Meter Cable with one year warranty.	5	
		Reputed make and model VGA 5 Meter Cable with one year warranty.	5	
		Reputed make and model VGA 20 Meter Cable with one year warranty.	2	
5	HDMI Cable	Reputed make and model 5-Meter HDMI Cable with one year warranty.	5	
6	Self locking cable	Reputed make Nylon Zip Network Cord Wire Cable Tie Strap 3mmx120mm [1 pack of 1000 pcs]	1	
7	Memory Stick(RAM) 4 GB	Reputed make and model DDR3 4GB PC RAM with one year warranty.	5	
8	Memory Stick(RAM) 8 GB	Reputed make and model DDR3 8GB PC RAM with one year warranty.	4	
9	Hard disk drive	Reputed make and model 1 TB SATA HDD with 6Gb/s interface to optimize burst performance; 64MB Cache with one year warranty.	4	
10	External hard disk drive	Reputed make and model 2 TB external HDD. USB 3.0 connectivity. Minimum Data Transfer Rate: 625 megabytes per second or more. One year warranty.	2	
11	Crimping machine	Reputed make and model 3 in 1 Modular Crimping Tool for RJ45	2	
12	LAN labelling tape	Reputed make Waterproof Tear Resistant - Laserjet printable (10 Sheets (300 Labels) with 5 assorted colors)	1	
13	LAN tester	Reputed make and model Digital Network Cable Tester Meter With Length Measurement With Battery and one year warranty.	1	
14	NIC Card	Reputed make and model Single port 1 Gbps PCI Express Network Adapter Compatible with HP 3330MT desktop computer with one year warranty.	2	
		Reputed make and model Dual port 1 Gbps PCI Express Network Adapter Compatible with HP dx2480 desktop computer with one year warranty.	2	
15	LAN Cable	Reputed make Red (20 Mtr)	1	
		Reputed make Green (20 Mtrs)	1	
		Reputed make Blue (20 Mtrs)	1	
16	RJ 45 Jack	Reputed make 1 box containing 100 jacks	1	
17	RJ 45 strain relief boots	Reputed make 1 box containing 100 boots	1	

Note: Please enclose product datasheet along with Annexure II for applicable products.

Table 3 DETAILS HAS TO BE FURNISHED BY THE BIDDING FIRM FOR FINANCIAL BID**TABLE 3: FINANCIAL BID FORMAT**

Sl. No.	ITEM	Quantity [A]	Rate (in Rs.) [B]	Applicable taxes (Type of taxes, Rate of taxes and total tax amount in Rs.) [C]	Any Other Taxes/Duties / Levies (Type of taxes, Rate of taxes and total tax amount in Rs.) [D]	Total Amount (Without Taxes) (in Rs.) E=[A]x[B]	Total Amount (With Taxes) (in Rs.) F=[E]+[C]+[D]
1	Generic USB Keyboard	5					
2	Generic USB Mouse	5					
3	Power Cable	5					
4	VGA 2.5 Meter	5					
	VGA 5 Meter	5					
	VGA 20 Meter	2					
5	HDMI Cable	5					
6	Self locking cable	1					
7	Memory Stick(RAM) 4 GB	5					
8	Memory Stick(RAM) 8 GB	4					
9	Hard disk drive	4					
10	External hard disk drive	2					
11	Crimping machine	2					
12	LAN labelling tape	1					
13	LAN tester	1					
14	NIC Card Single port 1 Gbps PCI Express Network Adapter Compatible with HP 3330MT desktop computer	2					
	NIC Card Dual port 1 Gbps PCI Express Network Adapter Compatible with HP dx2480 desktop computer	2					
15	LAN Cable Reputed make Red (20 Mtr)	1					
	LAN Cable Reputed make Green (20 Mtrs)	1					
	LAN Cable Reputed make Blue (20 Mtrs)	1					
16	RJ 45 Jack	1					
17	RJ 45 strain relief boots	1					

Declaration:

I/We hereby declare that I/We have read & understood all the terms & conditions mentioned in the Limited Tender Notice 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:**