

6 माइल, सामदुर, तादोंग -737102  
गंगटोक, सिक्किम, भारत  
फोन-03592-251212, 251415, 251656  
टेलीफैक्स -251067  
वेबसाइट - [www.cus.ac.in](http://www.cus.ac.in)



# सिक्किम विश्वविद्यालय SIKKIM UNIVERSITY

6<sup>th</sup> Mile, Samdur, Tadong -737102  
Gangtok, Sikkim, India  
Ph. 03592-251212, 251415, 251656  
Telefax: 251067  
Website: [www.cus.ac.in](http://www.cus.ac.in)

(भारत के संसद के अधिनियम द्वारा वर्ष 2007 में स्थापित और नैक (एनएएसी) द्वारा वर्ष 2015 में प्रत्यायित केंद्रीय विश्वविद्यालय)  
(A central university established by an Act of Parliament of India in 2007 and accredited by NAAC in 2015)

## LIMITED TENDER NOTICE

Reference No.: SU/HORT/F-1/06-6/2018/Vol-I

Date:20/06/2019

### **Limited Tender Notice for supply of Laptop and Printer at Department of Horticulture, Sikkim University**

Sealed Quotations in prescribed format are invited from eligible and authorized agencies for the supply of Laptop and Printer at Department of Horticulture, Sikkim University under the Project “**Farming system based assessment of pollinators of soil macro fauna and local germplasm under agro-ecological situations in Sikkim**”, as per the details given below:

Sl. No.	Items	Descriptions	Quantity
1	Laptop	HP15.6 “Full HD, 8 <sup>th</sup> Generation, Core i5, 4GB RAM, 1 TB hdd, Windows 10 + Laptop Bag	One (01)
2	Printer	HP Laserjet Printer (Black and White)	One (01)

### **Terms and Conditions**

1. Sealed quotation should be submitted along with Covering Letter, Annexure I – Company Profile (with signed 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.
2. The sealed envelope should be with Reference No.: SU/HORT/F4/04/2018/Vol-III/01 with the text written as “Quotation for **supply of Laptop and Printer at Department of Horticulture, Sikkim University**”.
3. The products quoted should be of specified make and model as described above and with clearly mentioned warranty duration.
4. During warranty period, the troubleshooting should be taken care of online or visiting the venue of the installation whatever the case may be without delay which should not take more than a week to restore the functioning of the system.
5. 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 University.

6. Bid should be strictly submitted as per the format given in Annexure I and Annexure II in the official letterhead of the firm. Any alteration of the bid format will result in disqualification of the quote.
7. The bidder should mandatorily provide documents supporting their credential of work having similar nature and value of product.
8. The rate should be quoted including all costs such as labour charges, materials, installation, transportation etc. No other extra charges will be entertained under any circumstances over and above the total cost quoted in the financial bid.
9. The point of delivery and installation is Department of Horticulture, Sikkim University, 6<sup>th</sup> Mile Tadong, Gangtok, Sikkim, Pin: 737102.
10. All support related to maintenance and service should be onsite during the warranty period.
11. The supplier should provide the certificate of originality at the time of delivery of the goods.
12. The items should be supplied within 30 days of receiving of the supply order failing which delay penalty will be charged @ 1% per week subject to a maximum of 10% will be charged on the total supply cost. More delay in supply may result in cancellation of order.
13. An Earnest Money Deposit of Rs. 1,400/-only should be remitted in the form of NEFT to the account details mentioned below:

- Account Holder's Name : Sikkim University
- Account No : 112010100231541
- Account Type : Savings Account
- IFS Code : UTIB0000112
- Branch : Gangtok [SK]
- Bank Name : AXIS Bank

14. Payment will be made after successful delivery, installation and inspection of the goods.
15. All bidding documents should be sent to the University in a sealed cover by hand or registered/speed post at the below postal address on or before the last date 15/07/2019 and should be addressed to:

**Dr. Laxuman Sharma**  
**Associate Professor & Head**  
**Department of Horticulture**  
**Sikkim University**  
**Samdur, Tadong**  
**Gangtok Sikkim.**  
**Pin: 737102**

16. Participating firm may contact Dr. Laxuman Sharma (Principal Investigator) Department of Horticulture, Sikkim University at 9434217895 for any queries related to the tender.
17. Arbitration of all disputes related to the procurement, delivery and service of the goods would be in the Gangtok jurisdiction, Sikkim.
18. 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.

Sd/-  
Registrar

**Note: All page(s) of Annexure I and Annexure II have to be printed in official letter head and have to be duly signed and stamped by the authorized signatory.**

**Annexure-I**

**COMPANY PROFILE AND FEE DETAILS**

**Supplier's Ref. No: SU/HORT/F-1/06-6/2018/Vol-I**

**Dated.....**

**Tender Reference No.: Dated: .../.../2019**

**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. G.S.T number:
8. Bank Account details including Account Number, Bank name, Branch name & IFSC code:

**Declaration:**

I/We hereby declare that I/We have read & understood all the terms & conditions mentioned in the E-tender notice and I/We undertake myself/ourselves to abide by them.

I/We further, declare that all the information given above is true.

**Name:**

**Designation:**

**[Official Seal with authorized signature]**

**Place:**

**Date:**

**Annexure II  
TECHNICAL BID**

**in respect to**

**Limited Tender Notice for supply of Laptop and Printer at Department of Horticulture, Sikkim University**

**Supplier's Ref. No.**.....

**Dated**.....

**Tender Reference No.:** SU/HORT/F-1/06-6/2018/Vol-I

**Dated:** 00/00/2019

FOLLOWING DETAILS ARE TO BE FURNISHED BY THE BIDDING FIRM

**Table 1: Product Make and Model**

Sl .No.	Item List	Quantity	Quoted product Make/Model
1	Laptop	1	
2	Printer	1	

**Table 2: Eligibility criteria fulfilment**

Sl .No.	Name of the item	Advertised Requirement and OEM authorization for supply and warranty	Please state in (Yes/No) whether the quoted product in table 1 fulfils the product eligibility criteria as per the advertised requirement
1	Laptop	HP15.6 "Full HD, 8 <sup>th</sup> Generation, Core i5, 4GB RAM, 1 TB, hdd, Windows 10 + Laptop Bag	
2	Printer	Laserjet Black and White Printer	

**Declaration:**

I/We hereby declare that I/We have read & understood all the terms& conditions mentioned in the E-tender notice and I/We undertake myself/ourselves to abide by them. I/We further, declare that all the information given above is true and the Financial bid BOQ has been quoted in compliance to the item specifications listed above in Annexure II (Technical Bid).

**Name:**

**Designation:**

**[Official Seal with authorised signature]**

**Dated:**

**Place:**