

CHECKLIST FOR BIDDERS / APPLICANTS

1. The Bidder should ensure that all documents and papers submitted in this BID are fully authenticated by the authorized signatory under his signature with an official seal wherever applicable.
2. The following documents form part of the BID and should be submitted with the BID:

Sr. No	Documents to be submitted	Documents Submitted	
1.	All pages of this BID document should be duly signed by the authorized signatory as a token of acceptance of all terms and conditions by the bidder. Any other document submitted by the bidder should also be signed by the authorized signatory.	Y / N	Page No. at which Document Attached
2.	A statement indicating experience of supplying such items & working with Govt. Ministries/ Departments/PSUs/College/Univ.		
3.	General Power of attorney in favour of the signatory signing the BID documents. It is not required in the case of a proprietary firm if the proprietor himself signs the documents.		
4.	Attested copy of Article or Memorandum of Association or partnership deed or proprietorship registration as the case may be.		
5.	Attested copy of GSTIN Registration number, if applicable.		
6.	Attested copy of the PAN Number.		
7.	Attested copy of the return for last month/quarter as the case may be submitted towards Central and State Sales Tax/VAT if applicable.		
8.	Details of turnover for the last three years		
9.	BID security/EMD of Rs.50,000/- to be submitted in the form of Demand Draft in favour of Principal, GGSDS College, Chandigarh.		
10.	Bank Account No. of the Firm with IFS code & Bank Branch Name along with the cancelled cheque		
11.	Bid Form		
12.	Financial Bid (Separate envelope)		
13.	Authorization certificates from the company		

Signature of the Bidder

GGDSD COLLEGE
SECTOR 32-C,
CHANDIGARH
TENDER DOCUMENTS FOR PROCUREMENT OF
ALL-IN-ONE DESKTOPS, PROJECTORS, WHITEBOARDS, SOUND SYSTEM AND
OTHER REQUIRED EQUIPMENT

1. Sealed tenders are invited from reputed Companies/supply agencies for procurement of Computer Desktop/ Laptop/Software (Branded) for its statelevel. The interested Company/ Supplier/Agency may submit their technical and financial bid documents in the prescribed format in a separate sealed cover. Details of Specification of Computer Systems, Projectors etc. & estimated quantities are as follows:-

S.NO	ITEM	SPECIFICATION	QTY.
01	Lenovo Think Centre Neo 30A 24- AIO / Workstations	Core i7- 1260P- 16GB RAM, 512 GB SSD, Win 11 Pro- Factory Pre loaded, BT- Wifi, Camera, 3 Years Warranty, 23.8' FHD Screen / 11th Generation Intel Core™ i7-11700 Processor Compatible GPU: Up to NVIDIA RTX™ T1000, 4GB VRAM NVIDIA® GeForce RTX™ 3060, 12GB VRAM AMD Radeon™ WX3200, 4GB VRAM Total Memory: Up to 128GB DDR4, 3200MHz 4 UDIMM Slots Storage Type Capacity M.2 PCIe NVMe SSD up to 1TB 3.5" SATA 7200rpm up to 4TB	20
02	Lenovo Think Centre Neo 30A 22 - AIO	Core i5-1240p – 12th Gen Processor, 16GB RAM, 512 GB SSD, Win 11 Pro- Factory Pre loaded, BT- Wifi Camera, 3 Years Warranty, 21.5' FHD Screen	40
03	Sony, EPSON, Casio, Benq	3300-3600 Lumens with 3 LCD	70
04	RKS Ceramic White Board	White Board for Smart Classrooms 1200*3600 MM	70
05	Sound System	F&D F3800 X 80 W 5+1	70
06	Ceiling Stand For Projectors	4 / 6 Feet Long	70
07	HDMI Cable	15 Mtr	70
08	Power Cable	15 Mtr	70
09	Installation/Labour Charges		70
10	Cat 6 Wire Cable Rolls	D-Link / Molex	40
11	Cisco GigaBit Switches	24 Port Managed	3
12	Rack 9U with all Accessories	Rack Power Strip, Wire Manager etc.	3
13	I/O with SMB Plate	D-Link	70
14	24 Port Jack Panel	D-Link	3
15	Patch Cable D-Link	3 Mtrs.	70
16	Patch Cable D-Link	1 Mtrs.	70
17	Laying of Cable with material like PVC Pipes, Flexible and Batton	Approx.	12000 mtr.
18	Crimping and Impacting		140

2. Delivery Place:

Bidder will supply and deliver the materials in the requisite number at the office of **Principal, GGDSD College Sector 32, Chandigarh, India.**

3. Qualification Conditions:

- a) The bidder should be the authorized supplier/service provider of the quoted item/work and should submit the relevant documents/certificates.

- b) Bidder should have experience in supplying such items and will have to furnish details of previous supplies.
- c) Bidder shall provide all relevant records required i.e. Income Tax Return Certificate/PAN, Commercial Tax Clearance/V.A.T. Certificate and other taxes (whichever applied)

4. Bid Price:

- a) The contract shall be for a period of One Year.
- b) The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment of any account.
- c) All duties, taxes and other levies including the transportation expenses are payable by the Supplier/Agencies/Company under the contract and shall be included in the total price.
- d) Each bidder shall submit only one quotation in the format supplied with Invitation for Quotation (IFQ). Bidder submitting more than one quotation for the same package will not be entertained. All the columns and requisite information must be filled in the supplies Format.

5. Submission of Quotations/Bid:

- a) Each bidder should submit sealed quotations (in two separate parts i.e. **Technical (Part – I)** and **Financial (Part – II)** in separate sealed envelopes.
- b) The following documents will form the Technical part (Part –I) of the bid(Photocopy duly self-attested to be compulsorily enclosed)
 - 1. Establishment Registration Certificate
 - 2. Current Return of Income Tax.
 - 3. Commercial Tax Clearance Certificate
 - 4. Certification of authorization of the company.
 - 5. Bid Security as stipulated in the bid document.
 - 6. Details of Work Experience.
- c) The Financial part (Part – II) of the bid shall consist of only Rate/Price in Performa supplied with the IFQ on the company's /Firm's letter pad. All the columns and requisite information must be filled in the prescribed format. Bidder must quote item-wise.
- d) Award of contract based on lowest evaluated price for which the bidder must quote the rate per item. Bidder can quote one or more items.

06. Performance Security:

- a) 5% of total bid/contract value will have to be deposited as performance security in form of Bank Guarantee/ Demand Draft in favour of Principal, GGSD College payable at Chandigarh by the lowest evaluated responsive bidder before the award of work. The performance security will be refunded only after the expiry of the contract as specified in the bid document/agreement. b) The performance security deposit shall be forfeited in case any terms and conditions of the contract/ agreement etc. are infringed or the bidder fails to complete the supply in time.

07. Earnest Money Deposit (Deposit) :

Each Bidder will have to submit EMD 50,000/- (Rupees Fifty thousand only), in the form of a Demand Draft in the name of the Principal, GGSD College payable at Chandigarh.

The EMD shall be forfeited

- a) In case a bidder withdraws its bids after the opening of Technical (part – I) and before the validity period of the Bid.
- b) If the bidder fails to deposit performance security within the specified period as per intimation/ request from GGSD College, Chandigarh

- c) If the bidder fails to execute the agreement within the specified time as intimated/requested.

08. Validity tender:

The tender shall remain valid for a period not less than 90 days after the deadlinedate specified for submission.

09. Evaluation of Quotations:

The Principal will evaluate and compare quotations determined to besubstantially responsive i.e.

- a) Are properly signed
- b) Confirm to terms, conditions, specifications, qualifications and conditions.

10. Award of Contract:

The Principal will award the contract to the bidder whose quotations have been determined to be substantially responsive, and who has offered the lowest evaluated quoted price.

10.1 Notwithstanding the above, the Principal reserves the right to accept or reject any quotations and cancel the bidding process and reject all quotations at any time before the award of the contract.

10.2 The bidder whose bid is accepted will be notified of the award of the contract by the Principal. The terms of the accepted offer shall be incorporated in the supply order. The validity period may be extended by the Principal by another 15 days in exceptional cases.

11. Other Terms & Conditions :

- (a) The college reserves the right to preponed/postponed/cancelled the bid, the bidder will have to abide by the decision.
- (b) Payment shall be made after the supply and submission of bills which will be subject to satisfactory supply (certified by the committee constituted for the purpose). Personnel In Charge will certify the quality and quantity of the items supplied/ work done as per specifications and recommend accordingly theextent of payment.
- (c) No preference will be given to any bidder or class of bidders, either for theprice or for other terms and conditions.
- (d) The quotation may be submitted on the printed letterhead of the bidder in theprescribed format supplied with IFQ.
- (e) The successful bidder will have to enter into an agreement with GGDS D Collegefor timely execution of the Purchase order.
- (f) No payment will be made for any damaged goods that are supplied.
- (g) Liquidated damages provisions for damages shall be included in conditions of the contract when delays in delivery of goods, completion of work or failure of the goods or works to meet performance requirements would result in extra cost or loss of revenue or loss of other benefits to the implementing agency.

You are requested to send your offer during working hours on or before **12.00 PM** of 11-07-2022 in the prescribed format (enclosed herewith) in sealed envelopes in form of Technical – (Part – I) and Financial (part – II) bids /quotations to the Principal, GGDS D College, Sector 32-C, Chandigarh Sealed quotations received till then will be opened in the office on the same day i.e. 11-07-2022 at **2:00 PM** in the presence of bidders or their authorized representatives who desire to be present.

We look forward to receiving your quotations and thank you for your interest inthis project.

Authorized Signatory

**GGSDS COLLEGE SOCIETY
SECTOR 32-C, CHANDIGARH
PROFORMA FOR TECHNICAL BID FOR UPCOMING
GGSDS COLLEGE, SECTOR 32-C, CHANDIGARH
(PART - I)**

S.NO	ITEM	SPECIFICATION	QTY.
01	Lenovo Think Centre Neo 30A 24- AIO/Workstations	Core i7- 1260P- 16GB RAM, 512 GB SSD, Win 11 Pro-Factory Pre loaded, BT- Wifi, Camera, 3 Years Warranty, 23.8' FHD Screen / 11th Generation Intel Core™ i7-11700 Processor Compatible GPU: Up to NVIDIA RTX™ T1000, 4GB VRAM NVIDIA® GeForce RTX™ 3060, 12GB VRAM AMD Radeon™ WX3200, 4GB VRAM Total Memory: Up to 128GB DDR4, 3200MHz 4 UDIMM Slots Storage Type Capacity M.2 PCIe NVMe SSD up to 1TB 3.5" SATA 7200rpm up to 4TB	20
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03	Sony, EPSON, Casio, Benq	3300-3600 Lumens with 3 LCD	70
04	RKS Ceramic White Board	White Board for Smart Classrooms 1200*3600 MM	70
05	Sound System	F&D F3800 X 80 W 5+1	70
06	Ceiling Stand For Projectors	4 / 6 Feet Long	70
07	HDMI Cable	15 Mtr	70
08	Power Cable	15 Mtr	70
09	Installation/Labour Charges		70
10	Cat 6 Wire Cable Rolls	D-Link / Molex	40
11	Cisco GigaBit Switches	24 Port Managed	3
12	Rack 9U with all Accessories	Rack Power Strip, Wire Manager etc.	3
13	I/O with SMB Plate	D-Link	70
14	24 Port Jack Panel	D-Link	3
15	Patch Cable D-Link	3 Mtrs.	70
16	Patch Cable D-Link	1 Mtrs.	70
17	Laying of Cable with material like PVC Pipes, Flexible and Batton	Approx.	12000 mtr.
18	Crimping and Impacting		140

Place:
Date:

Signature of the Bidder
Office Seal

**GGDSD COLLEGE SOCIETY
SECTOR 32-C, CHANDIGARH
FORMAT OF FINANCIAL BID FOR UPCOMING
PML SD BUSINESS SCHOOL CHANDIGARH**

(Part – II)

Name of the Firm :

Quotation for purchase of Computer Desktop

Sl. No.	Name of Item	Features & Specifications	Brand	Qty.	Rate Per Unit (including GST)	Amount (in Rs.)
01	Lenovo Think Centre Neo 30A 24- AIO / Workstations					
02	Lenovo Think Centre Neo 30A 22 - AIO					
03	Sony, EPSON, Casio, Benq					
04	RKS Ceramic White Board					
05	Sound System					
06	Ceiling Stand For Projectors					
07	HDMI Cable					
08	Power Cable					
09	Installation/Labour Charges					
10	Cat 6 Wire Cable Rolls					
11	Cisco GigaBit Switches					
12	Rack 9U with all Accessories					
13	I/O with SMB Plate					
14	24 Port Jack Panel					
15	Patch Cable D-Link					
16	Patch Cable D-Link					
17	Laying of Cable with material like PVC Pipes, Flexible and Batton					
18	Crimping and Impacting					
	Total					

(Total Amount in Rupees)only)

1. We agree to supply the above-mentioned items in accordance with technical specifications.
2. We also confirm that the normal commercial warranty/guarantee shall apply to the supplied items.
3. We also agree and abide by the terms and conditions stipulated in the bid document.

(Signature of Bidder with Seal) Name :

Designat

ion:

Address:

Contact

No.:

Date: