

UNIVERSITY OF NORTH BENGAL

Office of the Registrar
Accredited by NAAC with Grade A



ENLIGHTENMENT TO PERFECTION

NOTICE

Sealed quotations are invited from reputed vendors for supply and installation of 1 no. of Xerox Machine, 1 no. of 2KVA Stabilizer and 1 no. of trolley for the machine in the Office of the Secretary, Faculty Council for P.G. Studies in Science, University of North Bengal. For details visit www.nbu.ac.in

Adv. No. 195.. /R-2018 Date: 07.12.2018

Registrar

Quotation Notice

Sealed quotation are invited from the interested Vendors (Vendors should be GST registered) to quote rate inclusive of all taxes / GST within 20/12/2018 upto 3 p.m to the office of the undersigned for supply of the under-mentioned Equipments/Items, for office of the Secretary, Faculty Council for P.G. Studies in Science, University of North Bengal, Raja Rammohun pur, P.O. North Bengal University, Dt. Darjeeling, PIN-734013, subject to the following terms and conditions. The payment will be made as per the Finance and Accounts Rule of the University.

Description

1. Canon Basic Digital Copier Model IR 2520W in "A3" size Comprising

- 20 A4 pages per minute print speed
- 1200X 1200 dpi Print Resolution
- 1 to 999 copies at a stretch
- Color Scanning in "A3" size
- 512 MB RAM (max)
- Network Connectivity & USB Port.
- Duplex (both side) Copying & Printing
- 400 Mhz Processor
- Pen Drive facility
- Touch Screen Panel Board

2. 2KVA Stabilizer

3. Trolley for the machine

TERMS & CONDITIONS:

1. The Vendor (s) shall provide self-attested copies of the current year, Trade License, PAN card, OEM certificate, GST Registration certificate duly signed and stamped with the technical bid documents.
2. The Vendor(s) shall provide free service installation and must be service centre in Siliguri.
3. The Rate shall be inclusive of all taxes and charges. The rate of GST and amount should be shown separately.
4. The Vendors(s) shall provide at least one year warranty of the product as per manufacturer's specification.
5. On site service support in the office of the Secretary, Faculty Council for P.G. Studies in Science, University of North Bengal.
6. The University authority reserves the right to accept in part or in full or reject any/all quotations(s) without assigning any reason or cancel the tendering process and reject all quotations at any time prior to award of contract and also shall not be bound to accept the lowest quotation, without incurring any liability, whatsoever to affected or bidder (s).
7. Selection of the Agency will be made on the basis of both technical and financial bids. The technical and financial bid should be sealed by the bidder in the separate cover duly superscripted. The technical bids will be opened by the office at the first instance and evaluated. At the second stage, financial bids of only technically acceptable offers will be opened for furnishing value and ranking before finalization and awarding of the contract. After verification the lowest rate (LQ) financial bid from among the technically qualified bidders will be accepted.
8. 92% of the total order value shall be released after the successful installation / commissioning of the equipment against the submission of the test report duly certified by the concerned authority. The remaining 8% of the bill value shall be deducted and kept aside as security deposit which will be paid after 3(three) months from the date of satisfactory activation report, subject to redress of complaints, if any.
9. Quotation should be valid for at least three months and should be mentioned.
10. Delivery should be made within 10 days after issuing the supply order.
11. The last date for submission of the tender is 20/12/2018 upto 3 p.m. and to be opened on 20/12/2018 at 4 p.m. at the Secretary, Faculty Council for P.G. Studies in Science, University of North Bengal shall be opened in presence of willing agents.

Secretary
Faculty of Science
University of North Bengal.