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Cotton University

Panbazar, Guwahati- 781001, Assam, India

www.cottonuniversity.ac.in

Notice Inviting Quotations

NIQ No. CU/S&P/2018/20 Dated June 25, 2018

Quotations in sealed envelope are invited from eligible manufacturers/dealers in two-bid (technical and financial) system for **supply and installation of On-line UPS for SERB/DST sponsored project under Dept. of Chemistry.**

The bidding document is to be downloaded from the University website i.e. www.cottonuniversity.ac.in. The sealed package is required to be submitted to the undersigned during office hours **on or before 2:00PM of 11th July, 2018** and the opening shall be done on the following working day at 11:00AM in which the participants may attend.


Registrar (I/C)

Memo No. CU/S&P/2017/15/ *5333-39*

Dated *28.6.18*

Copy for information and necessary action to:

1. P.S. to the Hon'ble Vice Chancellor
2. Head, Dept. of Chemistry
3. Dr. Abdul Wahab, Asst. Prof. and P.I. of SERB/DST sponsored project under Dept. of Chemistry
4. Finance Officer
5. Systems Manager, with a request to upload this notice in Cotton University website
6. Notice board
7. Office file

General Terms and Conditions


The bidder must fulfill the terms and conditions, minimum criteria stated as given below:-

- 1.1. The bidding package must be submitted in **two separate sealed envelopes** super-scribed as:
 - i. **'Technical Bid'**, consisting of all technical details/specifications in addition to commercial terms and conditions as well as details of necessary compliances;
 - ii. **'Financial Bid'**, containing relevant columns regarding financial involvement and indicating item-wise price for the items mentioned in the Technical Bid
- 1.2. The **two separate sealed envelopes** mentioned in Clause 1.1 are required to be **put together in a bigger sealed envelope** clearly super-scribed on the top of the same as **"APPLICATION FOR SUPPLY AND INSTALLATION OF ON-LINE UPS FOR SERB/DST SPONSORED PROJECT UNDER DEPT. OF CHEMISTRY"**, which is to be addressed to **The Registrar (I/C), Cotton University, Panbazar, Guwahati-781001** and submitted during office hours in the Drop Box arranged for the purpose **on or before 2:00PM of 11th July, 2018.**
- 1.3. **Certificate indicating Original Equipment Manufacturer (OEM)/ Authorization/ Dealership** as applicable should be furnished where necessary.
- 1.4. **Manufacturer Warranty (commencing from the date of installation of the equipment)** must be provided by the bidder.
- 1.5. **Financial Bid of only the technically acceptable offers** will be opened for further evaluation.
- 1.6. **Non-conformity** to any of the terms and conditions, minimum criteria along with non-submission of any of the documents/testimonials etc. mentioned in the section **'Enclosures'** present in the bidding document **will disqualify** the bidder and their **Financial Bid will not be considered** by the scrutiny and evaluation committee for further evaluation.
- 1.7. **Quoted values (not to be higher than the maximum retail price (MRP) under any circumstances)** must be **inclusive of all taxes and duties as well as FOR destination.** The necessary **installation and on-site training** must be provided **free-of-cost** to the concerned staff at Dept. of Chemistry, Cotton University.
- 1.8. Cotton University reserves the **right to modify/cancel the minimum requirements.** It also reserves the **right to accept, consider or reject any or all of the applications** without assigning any reason thereof. The decision of Cotton University in respect of scrutiny, evaluation and selection of parties will be intimated by the office and shall be final. All disputes in this connection shall be settled in **Kamrup Metropolitan district jurisdiction only.**

Enclosures

Documents/testimonials etc. which must be submitted in the envelope titled **'Technical Bid'** are:

- i) Copy of **bidding document** duly signed by the authorized signatory
- ii) Copy of **certificate indicating Original Equipment Manufacturer (OEM)/ authorisation/ dealership**
- iii) Copy of **document(s) indicating manufacturer warranty**
- iv) Copy of **valid trade license issued by the competent authority under respective jurisdiction**
- v) Copy of **PAN card**
- vi) Copy of **GST registration certificate**
- vii) Copy of **income tax returns acknowledgment slip and related document(s)** for last year
- viii) Copy of **documents (purchase orders/installation certificates etc.) indicating previous work experience of similar nature**


27.6.18

Document(s) which must be submitted in the envelope titled 'Financial Bid' are:

- i) Copy of the prescribed format of **Financial Involvement** duly filled up in legible handwriting

Details of Specifications

S. No.	Item	Technical Specifications
1	On-line UPS	<ul style="list-style-type: none">• 3 KVA• IGBT (Insulated Gate Bipolar Technology)• Battery of branded make• Battery backup for 30min• Rack and connecting cables• Floor mounted• 1 phase AC input and 1 phase AC output• 1 year warranty



Financial Involvement

Sl. No.	Item	Base Rate (INR) [A]	HSN Code No. [B]	Rate of GST (%) [C]	Value of GST (INR) [D]	Unit Price (INR) [E=A+D]	Quantity (nos.) [F]	Total Price (INR) [G=ExF]
1	On-line UPS						1	