



MAHARAJA SRIRAM CHANDRA BHANJA DEO UNIVERSITY
SRIRAM CHANDRA VIHAR, TAKATPUR, BARIPADA, MAYURBHANJ-757003
No-/205 MSCBU-19011/5/2024-STORE SEC-MSCB Date: 03-03-2025

TENDER NOTICE

Sealed quotations are invited from **Original Manufacturers (OM)/Authorized Dealers** for **“Supply and installation of Electronics with other items for e-SAMARTH Project”** at Maharaja Sriram Chandra Bhanja Deo University, Odisha (MSCBU hereinafter) in the prescribed format as per the requirements enclosed in the schedule of items given in bid documents. Bid documents with details terms & conditions can be downloaded from MSCBU website **“<https://www.nou.nic.in/tender.htm>”**

The tenders along with the tender cost and EMD in the sealed envelope should be super scribed with **“Tender for Supply and installation of Electronics with other items for e-SAMARTH Project”** and submitted through Speed Post / Regd. Post at the Office of the Registrar, Maharaja Sriram Chandra Bhanja Deo University, Sriram Chandra Vihar, Takatpur, Baripada-757003 by 05:00 PM on or before 13.03.2025. The bids shall be opened on 17.03.2025 at 11:30 AM. The authority reserves the right to accept / reject any or all tenders without assigning any reason thereof and will not be responsible for any postal delay.

For any query the interested bidders can visit Store Section of the University at any time during working hours on any working day at their own cost before submission of tender.

By order of Vice-Chancellor


Memo /206 /MSCBU

Copy to PA to VC / PA to Registrar/COF for information.


Registrar
MSCB University
Dated: 03-03-2025

Memo /207 /MSCBU

Copy to Prof In-charge of University website with request to upload the same in the university website for wide publication.


Registrar
MSCB University
Dated: 03-03-2025


Registrar
MSCB University

TENDER DOCUMENT

Tender Notice for “Supply and installation of Electronics with other items for e-SAMARTH Project” at Maharaja Sriram Chandra Bhanja Deo University, Baripada Campus.

Address:

Maharaja Sriram Chandra Bhanja Deo University

Sriram Chandra Vihar, Takatpur

Baripada – 757003,

Dist: Mayurbhanj

Odisha, India

MSCBU invites sealed offers bidding for above mentioned items **at Maharaja Sriram Chandra Bhanja Deo University, Baripada**. Interested parties may download the Tender Document from University Website “<https://www.nou.nic.in/tender.htm>”

1. **Last date for Submission of Bids:** 13.03.2025 at 05:00 PM
2. **Opening of Bid Date:** 17.03.2025 at 11:30 AM.
3. **Tender fee (Non-Refundable):** Rs.5000/- (Rupees Five Thousand) in the form of a DD/Pay Order favouring **The Comptroller of Finance, MSCBU, Takatpur payable at Baripada**.
4. **Earnest Money Deposit:** The Bidder shall submit their quotes along with EMD at 1% of the Bid cost. EMD should be in the form of DD favouring **The Comptroller of Finance, Maharaja Sriram Chandra Bhanja Deo University, Takatpur, Baripada-751003 payable at Baripada**. This Bank Guarantee should be valid for minimum 90 Days from the date of opening.

Clause 1: Terms and Conditions

1. The bidder must have valid GST Registration number.
2. Bidder must be an Original Manufacturer/authorized dealer.
3. The bidder must not have been black listed by any of the Government department or agency.
4. The rate quoted shall remain valid for 90 days.
5. Rate quoted should be inclusive of all taxes and charges. MSCB University will not pay any extra charge for transportation and installation of the products.
6. The Quantity tendered for is tentative and may change as per the requirement of MSCB University.
7. The payment will be released only after delivery and installation of the items at MSCB University and inspection of the same by the authority.
8. MSCB University reserves the right to deduct statutory dues/taxes if any due for deduction as per government rules.
9. This University reserves the right to reject any of the supplied items that doesn't match the specified models mentioned in this tender or are damaged. The bidder must immediately replace the same at no extra cost.

10. The items supplied should have comprehensive warranty of 1 year. The dealer has to submit a performance security in form of Bank Guarantee from any nationalised bank amounting to 1% of the bid value, valid for a period of 12 months from the date of supply of items. Performance security to be furnished along with the bills of the supplied items.
11. The firm should have adequate stock to supply the listed items within the 10 days of receipt of purchase order. Any delay in supply will result in cancellation of purchase order and forfeiture of E.M.D.

Clause 2: Documents to be submitted along with the Tender

1. Self attested copy of PAN card of the firm/bidder, issued under Income Tax Act.
2. Self attested copy of GST Registration number of the firm.
3. Self attested copy of Valid Registration No of the Agency/Firm
4. Copy of Authorised dealership Certificate from the Manufacturer.
5. Non refundable Tender Document Cost Rs.5000/- (Rupees Five Thousand) in form of Bank draft in favour of **"The Comptroller of Finance, Maharaja Sriram Chandra Bhanja Deo University, Takatpur, Baripada-751003 payable at Baripada"**.
6. EMD at 1% of the Bid cost in form of a separate Bank draft in favour of **"The Comptroller of Finance, Maharaja Sriram Chandra Bhanja Deo University, Takatpur, Baripada-751003 payable at Baripada"**
7. A duly signed undertaking to the effect that the Agency has not been blacklisted by any of the Departments/Organizations of the Government of India/Government of Odisha and no criminal case in pending against the said firm/agency/proprietor (As per Annexure IV (Undertaking)).
8. Undertaking showing that Terms and conditions of the tender has been duly accepted with stamp of the prospective bidder.
9. Each page of the tender document be signed and stamped by the authorized signatory and submitted along with technical bid.
10. Bids without Tender document cost/E.M.D shall be rejected summarily.
11. The tender form is non-transferable.

Clause 3: Procedure of Submission of BIDs

1. Bids are to be submitted in two bid system. i.e. Technical Bid and Financial Bid.
2. Technical Bid alongwith all the requisite documents as mentioned at Clause 2 of this document is to be submitted in the format prescribed under Annexure I. All the documents are to be placed inside a sealed envelope marked as "Technical bid".
3. Financial bid to be submitted as per Annexure III and to be placed inside a separate sealed envelope marked as "Financial bid".
4. Both the envelopes containing Financial Bid and Technical Bid are to be placed inside another Envelope super scribed **" Tender for Supply and installation of Electronics with other items for e-SAMARTH Project "** and submitted through Speed Post / Regd. Post at the Office of the Registrar, Maharaja Sriram Chandra Bhanja Deo

University, Sriram Chandra Vihar, Takatpur, Baripada-757003 by 05:00 PM on or before 13.03.2025 .Incomplete and Late bids shall be rejected summarily.

5. Financial Bids will be opened only of those firms which qualify technical bid.
6. The Bids will be rejected if information given therein is found false or detected to be incorrect or incomplete in any manner what so ever, at any stage prescribed in the tender or if any ineligibility is detected, and no correspondence thereof shall be entertained, what so ever.
7. The Bid Security will be forfeited in the following conditions:-
 - I. If at any stage, any of the information/declaration given by the bidder is found false.
 - II. If a bidder withdraws his bid during the period of bid validity specified in the terms and conditions of tender.
 - III. In case of any lapse/default in honouring of the terms and conditions at any stage after submission of tender.

ANNEXURE I

PARTICULARS OF THE BIDDERS TO BE FURNISHED IN BID.

1	Name of Organization /Firm / Company	
2	Address & Telephone Number	
3	Year of establishment	
4	Status of the Firm (Company/Firm/Proprietary)	
5	Whether registered with the registrar of companies/registrar of firms. If so attach the copy of certificate.	
6	a)Name& Mobile Number of Managing Director/Managing Partner/Proprietor	
7	Whether registered with GST. Enclose the relevant copies with clearance certificates	
8	Furnish copy of PAN, Latest Income Tax Return filed.	
9	Furnish copies of audited balance sheet & profit & loss account for the last three years certified by CA.	
10	ISO 9001 certificate	
11	MSME certificate	
12	Furnish OEM authorization certificate.	
13	“Undertaking” for not be a Blacklisted Firm.	
14	EMD Payment made or not? If YES, Mention details	
15	Whether, Tender Cost paid or not? If YES, Mention details.	

Place:

Date:

Name, Signature & Seal of Bidder:

ANNEXURE II

Scope: "Supply and installation of Electronics with other items for e-SAMARTH Project"

Sl. No	Name of the Item	Specification	Make	Quantity
1	Desktop	<ul style="list-style-type: none">• Operating System: Windows 11 Professional (Original)• Processor: Intel i5, 12th Generation• RAM: 16 GB• Harddrive: 500GB SSD• Ports: 4 Super Speed USB Type-A 5Gbps• Wireless Connectivity: Wi-Fi & Bluetooth• Pre-Installed Software: Microsoft Office 2021• CD Drive-01 no• Keyboard-01 no• Mouse- 01 no• Headphone/Microphone Jack: 01 no• Monitor- 24 inch Full HD LED Display- 01 no	Branded	03
2	UPS	<ul style="list-style-type: none">• Voltage range (AC Model): 230VAC +/- 10%• Voltage range (Batt. model): 230VAC +/- 10%• Frequency range: 50 Hz/60Hz +/- 1%• Battery Type: 12V,7AH• Recharge time : 4-6 Hours to 90%• LED indicator, capacity: 600VA• Protect from overloading, input voltage range : 140-300VCA	Branded	03
3	Laptop	<ul style="list-style-type: none">• Operating Sysytem: Windows 11 Professional• Processor: Intel i5, 12th Generation• RAM: 16GB• Harddrive: 256 GB PCIe M.2 SSD• Harddrive (2nd): 1TB 7200 rpm SATA HDD• Ports: 4 Super Speed USB Type-A 5Gbps signalling rate• Headphone/Microphone combo jack-01 no.• Wireless- Wi-Fi and Bluetooth• Pre-installed Software- Microsoft Office 2021	Branded	01
4	Switch	5 port	Branded	01
5	Pendrive	Capacity: 128 GB, High-speed: USB 3.2	Branded	

6	Multifunction Printer	<ul style="list-style-type: none"> • Printing speed: 40 pages per minute • Connectivity: Wireless • Auto Duplex Printing and Scanning facility • Type: Monochrome • Memory Capacity: 64MB • Screen touch system 	Branded	01
7	Inverter	<ul style="list-style-type: none"> • Output Rating: 3.5KVA • Input (Operating voltage): 3 Phase, 300V-450V • Output Voltage: 1 phase, 220V +/- 10V • Provision of Battery : Yes • Minimum capacity : 150Ah • Provision of Trolley/Rack for Batteries: Yes 	Branded	01

ANNEXURE III

Financial Bid

Sl.No	ITEM	Make	Model	Qty	Rate per unit (In Rs.)	Tax	Total Price (In Rs.)
Grand Total (Rs.)							
Grand Total (In words)							

Note:

- 1) Quoted Price is inclusive of all taxes, transportation duty and other charges if any.
- 2) Product quantity varies as per requirement.

ANNEXURE IV

IT IS CERTIFIED THAT MY FIRM/COMPANY/AGENCY HAS NEVER BEEN BLACK LISTED BY ANT OF THE DEPARTMENTS/ AUTONOMOUS INSTITUTIONS/ UNIVERSITIES/PUBLIC SECTOR UNDERTAKINGS OF GOVERNMENT OF INDIA OR GOVERNMENTS OF ODISHA OR ANY OTHER STATE GOVERNMENT OR PUBLIC SECTOR BANKS OR LOCAL BODIES/ MUNICIPALITIES AND NO CRIMINAL CASE IS PENDING AGAINST MY FIRM/ AGENCY AS ON 13.03.2025.

AND

I/WE UNDERSTAND THAT THE DETAILS OF THE ITEMS/SERVICES AS PROVIDED ABOVE ARE SUBJECT TO CHANGE. I/WE AGREE THAT IN CASE OF ANY CHANGE IN THE QUANTITIES REQUIRED FOR ANY OF SERVICES, I/ WE WOULD BE SUPPLYING THE SAME AT THE RATES AS SPECIFIED IN COMMERCIAL BID. I /WE AGREE TO ADHERE TO THE RATES GIVEN ABOVE EVEN IF THE QUANTITIES UNDERGO A CHANGE.

Place:

SIGNATURE OF THE BIDDER WITH STAMP

Date:

ANNEXURE V

CHECK LIST

(Please tick yes or No: Y/N)

- Tender Cost bank draft no. & date (Y/N):
- EMD bank draft No & date (Y/N):
- ANNEXURE- I duly fill in (Y/N):
- Valid GSTIN Certificate (Y/N):
- Valid PAN Card (Y/N):
- IT return (Y/N):
- Audit report for last three years (Y/N):
- Experience certificate of minimum five years (Y/N):
- Proof of P.O. copies, Installation & Commissioning report performance certificate (Y/N):
- Authorization certificate from OEM / Manufacturer / Company (Y/N):
- Any other relevant documents as per Tender notice. (Y/N):
- List of items quoted

Place:

Date:

Name, Signature & Seal of Bidder.