

Dr. G. Madan Mohan,
Assistant Professor,
Department of Management Studies,
Pondicherry University.
Mobile: 9283458633
E-Mail: madansaradha@gmail.com
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I.SCHEDULE OF REQUIREMENTS.

Tenders are invited in a sealed cover for supply of

Name	Required Qty
1.LAPTOP	1
2.NET BOOK	1
3.HANDICAM	1
4.A3 SIZE FLATE BED SCANNER	1
5.PRINTER	1

II.SPECIFICATIONS & ALLIED TECHNICAL DETAILS.

1. Laptop

One piece

Processor: Intel Core i7-4200M (fourth generation)

RAM: 8 GB

Inbuilt HDD: 1TB

OS: Windows 8

2. Net Book

Netbook 3rd Gen PDC

RAM 2GB

HD 500GB

3. Handicam

Built-in Projector with Input Function (up to 100inch)

Balanced Optical SteadyShot

26.8mm Wide-angle Lens

Exmor R™ CMOS Sensor

64GB Internal Memory

20.4MP Still Picture

4. A3 SIZE FLAT BED BOOK SCANNER

Document Flatbed Scanner w/48 Bit Internal/24 Bit External

High Volume, 11 in x17 in Flatbed with ADF Scanner

Up to 100 ppm/70 ipm and Up to 5,000 Pages Per Day

Automatic Document Feeder Capacity Standard, 200 Sheets

Scan Large Format Documents Up to 11 x 17, Plus Big, Bulky Books and Materials

5. SCANNER CUM PRINTER

Black Print Speed.14PPM

Connectivity:USB 2.0

Technology: Laser

III. CONDITIONS OF CONTRACT

1. Warranty

One Year warranty plus One year service warranty

2.Payment Terms.

Full payment on satisfactory installations of a equipments.

3.Settlement of Disputes.

In case of any dispute in respect of the tender, or legal matters shall be instituted within the jurisdiction of the place where the item is installed.

4. Liquidated Damages

The equipments should be supplied within the prescribed time and at satisfactory quality. The decision of Pondicherry University shall be final in all aspects.

5. Time Limit for the Supply

The successful vendor should supply the equipments within fifteen days from issue of supply order.

6. Literature on Technical Specifications

The quotation should contain the Model No. of the equipment which best corresponds t the desired specifications and all terms and conditions should be incorporated in the quotation.

7. Requirement of Expertise

The firm must possess the necessary expertise with regard to supply, installation and post-sale services of the item quoted.

8. If you have an authorized representative dealer, you are requested to furnish technical ability to take care of the problems in the system. If delivered later within the warranty and outside the warranty period.

9. the bidder from outside shall obtain if required, export permission from the appropriate authority in his country of origin for items to be shipped to India in case of items to be imported. The University shall provide necessary information if required for this purpose.

1. A clear statement regarding availability of after sales services and availability of spare parts for next five top ten years should be included.

V. Instructions to the Bidder

1. Tender Document

Quotations should be provided neatly typed in the companies letter pad and signed by appropriate authority.

2. Last Date and Time for Receipt of Tender

Date: 04/03/2014.

3. Date and Time of Opening Tender

05/03/2014 11 am.

4. Submission of Tender Document

Tender document/quotation should be submitted in a sealed cover, containing the name of the bidder. Quotation may be given separately for each item or rates of all the equipments may be quoted in a single quotation. The quotation may either be posted or handed over in person.

5. Quoting Taxes, Discount, etc.

All details relating to taxes, discount allowed and free gifts provided should be provided in the quotation clearly.

6. Electrical Power

All the equipments must operate efficiently at 230 volts/500 Hz. Singly phase and/or equivalent three phase electrical power.

7. Validity of quotation

The quotation shall be valid for a period of 60 days.

8. Late Bids

Quotations received after the closing date will not be considered.

9. Invalid Quotations

Quotations received through telex, fax or emails will not be accepted under any circumstance.

10. Postal Loss

The University shall not be responsible for delay in postal delivery or loss in delivery.

11. No Unsolicited Correspondence

No solicited correspondences or canvassing of any kind shall be entertained after submission of the quotation.

12. Purchase Agreement

If an order is placed with the firm, the purchase shall be governed by an agreement as per the University rules in force at the time.

13. Additional Terms and Conditions

Additional terms and conditions shall be incorporated in the purchase order if needed to safeguard the interest of the University.

14. Non-transferable

The tender is non transferable at any circumstances.

15. Power to reject

Pondicherry University reserves the right to reject in full or part, the quotation found not in order.