



PONDICHERRY UNIVERSITY
PUDUCHERRY – 605014

TENDER NOTICE

Purchase of Network Items

Pondicherry University invites sealed tenders under Two Bid System from reputed vendors/service providers for supply and installation of **Network Items** for University Campus Network.

The complete details regarding specifications, eligibility, tender document fee, EMD, address and method for submission of bid documents, etc, are available in the **Tender Document** hosted at www.pondiuni.edu.in.

Last date & Time for submission of Tender 07/04/2015 & 3.00 p.m.

Date: 13/03/2015

REGISTRAR (i/c)



PONDICHERY UNIVERSITY
PUDUCHERRY – 605014

SCHEDULE OF TERMS & CONDITIONS

Sub: Purchase of Network Items– Reg.

SCHEDULE OF REQUIREMENTS

Sealed tenders under TWO BID systems are invited for supply, installation and commissioning of Network Items, for University Campus Network from reputed firms as per the technical details given below:

TERMS AND CONDITIONS

May quote either for ALL or ANY of the items No. 1, 2 & 3

General Information

- | | |
|---|--------------------------|
| a) Last date & Time for submission of Tender | : 07/04/2015 & 3.00 p.m. |
| b) Date and Time of Opening Tender | : 07/04/2015 & 3.30 p.m |
| c) EMD amount | |
| Item No. 1 (Active Components) | Rs: 76,000/- |
| Item No. 2 (SIP Phone Systems) | Rs: 36,000/- |
| Item No. 3 (Unified Threat Management System) | Rs: 42000/- |
| d) Tender Document Fee | Rs: 520/- |

The Tender Document Fee and EMD should be submitted in separate covers by way of two **Bank Demand Drafts** and which should be enclosed with the tender.

I. GENERAL CONDITIONS

1. **Purchase of Tender Document:** The Tender document can be downloaded from the University website www.pondiuni.edu.in.
2. **Price Schedule: The rates should be quoted for 1 year validity.** The price should include supply, installation, maintenance, replacement, transportation, testing, training & commissioning, documentation, etc.
3. Warranty : Onsite comprehensive Warranty for 3 years for
 - Active Components (Switches & SFP, accessories, etc.,)
 - SIP Phone (VoIP) Systems
 - Unified Threat Management System
4. Technical clearance may be obtained from Computer Centre.
5. The Vendor must supply necessary document including diagrams after completion.
6. Work order will be issued for specific quantity as and when required by the University during the contract period of one year.
7. Quoting merely the lowest price does not confer any right to any bidder for award of supply/Work order. The University reserves the right to select the firm under the grounds of specification compliance, technologically advanced quality, proven performance track record, brand reputation, service backup support, additional warranty, offer of additional / special features, Training, etc.
8. **Quoting the Core price & Tax, Duties, Discount, etc.:** The taxes / duties / discounts, if applicable, are to be explicitly and separately shown in the bid.
9. **Eligibility:** The firm must have the requisite domain expertise with regard to supply and installation of the item they are quoting. The firm should have been in existence for at **least 5 years as** on the date of this tender and must have executed at least 10 orders of this kind of work during the **last five years**.
10. **Maintenance:** If any item fails, the same item shall be replaced at free of cost including all the applicable charges including transportation cost both ways within a business day of the week period
11. Complete technical specifications / details must be mentioned explicitly.
12. The validity of the quotation should be **at least 90 days** from closing date of the bid.
13. The offers will not be considered if received after the bid closing date and time.
14. The offers received through telex / tele-fax / e-mail will not be accepted by the University under any circumstances.

15. The University shall not be responsible for any delay / loss or non-receipt of tenders by post / courier service.
16. No unsolicited correspondence shall be entertained after the submission of the offer.
17. 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.
18. Additional terms and conditions will be incorporated in the purchase order, if needed, to safe guard the interests of the University.
19. Tender is not transferable.
20. In case of any dispute in respect of the tender, all legal matters shall be instituted within the jurisdiction of the place Puducherry.
21. **Power to reject the offer:** Pondicherry University reserves the right to accept / reject any offer in full or in part or accept any offer other than the lowest offer without assigning any reason thereof. Any offer containing incorrect and incomplete information shall be liable for rejection.
22. **Liquidated damages:** Timely supply of the ordered items, installation, commissioning (wherever is applicable) and training etc. is the essence of the contract. In case of failure to supply within the time specified in the Purchase order, a penalty/LD of 0.5% of the total value per week or a part thereof shall be levied subject to a maximum of 7.5% in respect of items which are not supplied. The decision of Pondicherry University shall be final in this regard.

II. SUBMISSION OF TENDER

The sealed covers containing Technical Bid and Financial Bid each shall be superscribed “Tender for Network Items” (Technical Bid) or (Financial Bid) respectively and both shall be placed inside another sealed cover superscribed “Tender for Network Items”. The offer must be in English.

1. **Local delivery:** All the sealed tenders should be submitted to
**The Registrar (i/c),
Administrative Building, Pondicherry University,
Puducherry – 605 014.**
2. **By Post** : All the sealed tenders should be sent to
**The Registrar (i/c),
Administrative Building, Pondicherry University,
Puducherry – 605 014.**

III. PAYMENT OF EMD AND TENDER DOCUMENT FEE

The Tender must be accompanied by **EMD** and **Tender Document Fee** as stated above, by means of **TWO Demand Drafts**, drawn in favor of **the Finance Officer, Pondicherry University**, payable at **Puducherry** and to be enclosed along with the Technical Bid separately.

- ❖ *Only the EMD amount is refundable.*
- ❖ *Small Scale units are exempted from payment of EMD on production of proof of their exemption Certificate issued by the competent authority.*

The offer must be in English. The rates should be indicated both in figures and words against item specified in the given table.

IV. SPECIFIC CONDITION

1. The Successful bidder should start the work immediately after receipt of the firm supply/work order.
2. **Payments terms:** As per University norms.

Date: 13/03/2015

REGISTRAR (i/c)

Tender Form