TENDER

No. **KUDSIT/0028/ Windows OS /2022-23** Date:20.10.2022 Due on: 31.10.2022, 03.00PM

On behalf of Kerala University of Digital Sciences, Innovation and Technology (DUK), the Vice Chancellor invites offers for **“purchase of Windows OS(Home) 64-bit Academic Version- 15 No’s)** from experienced and qualified vendors.

Terms & Conditions

* Tender Documents shall be available only on the Internet and shall not be available for sales elsewhere. Cost of tender document, Rs.350/- as applicable to be submitted along with the tender.
* Parties who have supplied this item or an equivalent product to at least two reputed Organizations/R&D Institutes/Academic Institutions.  A list of two similar items supplied and a PO value of at least INR 4.5 lakhs within the last four years.
* Delivery at the store should strictly be completed within the stipulated period of delivery i.e. four weeks from issue of purchase order.
* Supplier will have to pay penalty on non-delivery after expiry of delivery date @ 0.5% per week subject to maximum of 10%.
* The tenderer must pay earnest money along with his tender as given in the notice inviting tenders failing which the tender will be summarily rejected. Earnest Money Deposit of Rs. 1500/- be paid as demand draft favoring The Vice Chancellor, Kerala University of Digital Sciences, Innovation and Technology payable at Trivandrum. No interest shall be paid by DUK on the Earnest Money Deposited by the tenderer. EMD of unsuccessful bidders will be returned without any interest, upon finalization of contract or on expiry of validity of offer. EMD of the successful tenderer will be returned without any interest, after receipt of performance security.
* Startup & MSME relaxations- Govt directions/ circulars will be followed.
* Supply at Kerala University of Digital Sciences, Innovation and Technology, Trivandrum
* Technical literature/ hand book /data sheets if any etc. must be sent along with the bid.
* DUK reserves the right to cancel the order in case the items are not supplied within the stipulated period or non - fulfillment of contractual obligations.
* The courts at Thiruvananthapuram shall have jurisdiction over any dispute regarding this tender.
* DUK shall make payment within 30 days of satisfactory installation and acceptance of the items supplied and issue of warranty certificate. Any condition for payment of advance shall not be acceptable to DUK. In case of any defects to the materials supplied by the bidder, it should be replaced prior to release of the payment.
* Quoted rate: The quoted rates shall be inclusive of all taxes and also the bidder shall include charges like GST, freight, handling, loading, unloading, insurance premiums and placement at the facility Supply and deployment. No compensation will be paid in case of any upward revision in the statutory taxes and levies or introduction of new taxes and levies.
* A firm should submit only one proposal. If a firm submits or participates in more than one proposal, all such proposals shall be disqualified. Also, must comply with the Technical Specification, General Conditions and Format/Requirements for Technical and Financial proposal.
* Firm period of Tender will be 90 days from the date of notification.
* **Last date of receipt of filled in Quotations is 31.10.2022, 03.00PM & Bid opening on same day at, 3.30 pm**
* Interested bidders are request to submitted their duly signed and sealed quotation along with all requisite documents as per prequalification in separate sealed envelope super scribing “Tender refence and due date “on or before due date 31.10.2022, 03.00PM. Late bids are not be consider.
* Bid should be addressed to **Purchase section**

**Digital University Kerala, Technocity Campus,**

**Thonnakkal P O, Thiruvananthapuram,**

**695317-Kerala.**

* DUK reserves the right to accept any quotation and to reject any or all quotations.

Place: Technocity

Date: 20.10.2022 Vice Chancellor

DUK

**Annexure i**

Technical Bid (SCOPE OF SUPPLY)

Tender Enq. No.\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |  |
| --- | --- | --- | --- |
| Sl No. | Description of items | Qty | Compliance (Yes/No) |
|  | purchase of Windows OS(Home) Academic **64 bit Version** | 15 No's |  |

[To be submitted in letter head of the supplier]

**Annexure ii**

DUK

Financial Bid

Tender Enq. No.\_\_\_\_\_\_\_\_\_\_\_\_

Total amount for providing of **Windows OS(Home) Academic Version**at DUK as per the terms and conditions contained in the Tender document shall be Rs. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Rupees. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_) including all taxes.

|  |  |  |
| --- | --- | --- |
| SI.No | Description and Specification | Amount (incl GST) |
| **1** | **Purchase of Windows *OS(Home)* 64 bit *Academic Version*** |  |

[To be submitted in letter head of the supplier]

**Annexure iii**

BID FORM

To,

Kerala University of Digital Sciences, Innovation and Technology

Technocity Campus, Mangalapuram

Thiruvananthapuram 695 317

Dear Sir,

Sub: Bid form

Tender Reference Number:

1. Having examined the conditions of tender contract, the receipt of which is hereby duly acknowledged. I/we undersigned, offer to supply all hardware & software and execute all works in conformity with tender specifications referred above and also to the said terms & conditions from the sum shown in the commercial bid(s) attached herewith and made part of this bid.
2. I / We undertake, if our Bid is accepted to complete delivery & commissioning of all Items specified in the contract within 30 days calculated from the date of issue of your purchase order/LOI.
3. We understand that you are not bound to accept the lowest or any bid, you may receive.
4. I / We affirm that I / We have enclosed the acceptance of all terms and conditions and also all brochures detailing the technical specification of the items quoted by me/us.
5. I / We hereby confirm that all the items supplied are in proper working condition and tested successfully.
6. The tender document for the works mentioned above have been obtained by me from the URL https://duk.ac.in, the official website of Digital University and I / we hereby certify that I / we have read the entire terms and conditions of the tender document, which shall form part of the contract agreement and I / we shall abide by the conditions / clauses contained therein.

7.My /our GST & PAN Numbers are as follows.

GST Registration Number. …………………….

PAN Number. ………………………

MSME Details: Yes/No (enclose details)

8. Dated this ………………………. day of………………………………… 2022.

Duly authorized to sign the bid for and on behalf of -----------------------------------------

[To be submitted in letter head of the supplier]