



कृषिमुला ऋदिदः

Director of Research & Dean PG Studies,  
Navsari Agricultural University, Navsari-396450, Gujarat

## Tender Document

For

Supply & Installation of LED TV and Laptop

[NAU/DR/01-2016-17]





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## Chapter 1: Tender Notice - NAU/DR/01-2016-17

### **Tender: Supply & Installation of LED TV and Laptop (NAU/DR/01-2016-17)**

Bids from supplier are invited for the Supply and Installation of LED TV and Laptop for Office of Director of Research, Navsari Agricultural University. The list of purchase items, terms & conditions are described in tender document which is available on website [www.nau.in](http://www.nau.in)

Tender available for downloading	19/05/2016 to 07/06/2016 up to 18:00
Last date for submission of tender documents, Tender fee, EMD	08/06/2016 up to 17:00
Bid validity period	180 days
Tender Fees	Rs. 500
Earnest Money Deposits (EMD)	Rs. 6,000
Security Deposit (For qualifying bidders)	5% of purchase order

Director of Research & Dean PG Studies





## Chapter 2: Company Details

1	Name of the Party/Company	
2	Registration Number	
3	Address of the Party / Company (Enclose the authentic document for address proof like electricity bill, telephone bill, corporation tax etc.)	
4	Phone Number  Fax Number  Mobile Number  Working email address	
5	PAN Card Number (Please attach the photocopy)	
6	Sale Tax/ VAT Number	

Date : \_\_\_\_\_

Signature of bidder  
(With Stamp, Name & Designation)





### Chapter 3: Terms & conditions

1.	Amendment of tender document
1.1	At any time prior to the last date purchaser may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective party, modify the tender document by an amendment.
1.2	The amendment will be notified through website (www.nau.in), so all the bidders are requested to frequently visit the Navsari Agricultural University website.
2.	Selection of Bidders
2.1	Selection of bidders will be done on the basis of the item wise lowest bidder. Bidders have to bid strictly in the given format in tender document. If any specification would differ from the inquire one, the bid of such bidder will be disqualified.
3.	Warranty
3.1	The parties should warrants that the Goods supplied under this tender are new, unused, of the most recent or current models and those they incorporate all recent improvements in design and materials unless provided otherwise in the tender. This warranty shall remain valid for a period of a 1 years or any portion thereof as the case may be, have been delivered, commissioned and accepted at the final destination.
3.2	If the Supplier, having been notified, fails to remedy the defect(s) within the stipulated period of working 5 days, the Purchaser may proceed to take such remedial action as may be necessary, at the party's risk and expense and without prejudice to any other rights which the Purchaser may have against the Supplier under the Contract.
4	Taxes and Other Charges
4.1	The successful party shall be entirely responsible for all taxes, duties, license fees, demurrage charges etc., in respect of this contract and provisions of Income tax Act regarding deduction of tax at source shall apply.
4.2	Travel expenditures of man power for installation and maintenance during warranty period will not be given by Navsari Agricultural University.
5	Terms of Payment
5.1	The Bidder should specifically note that no advance payment will be made.
5.2	The payment of all charges shall be made after satisfactory installations.
6	Rights
6.1	Right is reserved to accept or reject any or all tender without assigning any reasons thereof.
7	Purchase / Purchase Quantity
7.1	As purchaser is government organization, the purchase process / purchase quantity is depending upon grant availability, in case of grant issues either whole purchase process or some quantity may be drop.
7.2	If any department of Navsari Agricultural University demanded for such product within bid validity period, the supplier (bidder) must have to provide the items with same cost.

**I/we have gone through all the terms & condition specified above for participation and agreeing with all above terms & conditions.**

Signature of bidder

(With Stamp, Name & Designation)





8 Supply, Service and Support

8.1 These purchase items are inquired from various units of Navsari Agricultural University (NAU), hence supplier has to abide followings.

- Purchase order can be given by different units of NAU, and similarly payment will be made by respective units.
- Supplier has to supply items in any location of NAU with same tender conditions.
- Supplier is abided to provide service and support of items at any location of NAU without extra charges.

**I/we have gone through all the terms & condition specified above for participation and agreeing with all above terms & conditions.**

Signature of bidder

(With Stamp, Name & Designation)





#### Chapter 4: Price Bid

Sr.	Item Name and Specification	Quantity	Rate per Unit (Rs.)	Total Cost (Rs.)
1	<b>Laptop</b> Processor: Intel Core i5 (5th Gen), 2.2 GHz up to 2.7 GHz, Cache 3MB or higher Memory: 4 GB DDR3 or higher HDD: 1 TB or higher Screen Size: 15.6 inch or higher Optical Drive: CD/DVD writer (8x) HDMI Port: YES USB Port: 2 x USB 3.0, 1 DC-in with USB 2.0 or more Operating System: Windows 10 Brand: Lenovo / Dell / HP	2		
2	<b>LED TV</b> LED Display 108 cm (43) or higher Full HD, 1920 x 1080 2 x HDMI, 1 x USB or more Brand: LG / Sony / Samsung / Panasonic / Philips	2		





## Chapter 5: Tender Fee, EMD and Submission Address

**Tender Fee:** Bidder has to submit non refundable Tender Fee Rs. 500 in the form of Bank Draft in favor of "Associate Director of Research (Animal Science)", payable at Navsari.

**Earnest Money Deposit:** Tender shall be accompanied by an earnest money, without which tenders will not be considered. The EMD amount Rs. 6,000 should be deposited in the form of Bank Draft in favor of "Associate Director of Research (Animal Science)", payable at Navsari.

**Refund of Earnest Money:** The earnest money of unsuccessful Bidder will be refunded.

**Forfeiture of Earnest Money:** The earnest money will be forfeited in the following cases:

- When Bidder withdraws or modifies the offer after opening of tender but before acceptance of tender.
- When Bidder does not execute the agreement if any, prescribed within the specified time.

**Forfeiture of Security Deposit:** The Security Deposit will be forfeited if supplier (Successful bidder) violate tender rules (Terms & Conditions).

### **Tender Fee, EMD and Tender Submission Address:**

Director of Research & Dean PG Studies,  
Navsari Agricultural University,  
Eru Char Rasta, Navsari – 396450 (Gujarat)

**Important:** *The tender document must be super scribed with title " Supply & Installation of LED TV and Laptop [NAU/DR/01-2016-17]"*.





## Chapter 6: Checklist

Sr. No.	Document / Certificate	Attached Yes /No	Page No. on Hard copy
1	Tender Fee: Demand draft of Rs. 500/- (Non-Refundable).		
2	EMD : Demand draft of Rs. 6000/- (Refundable)		
3	Company details (only in tender format given)		
4	Valid Registration Certificate of bidder's firm. (Shop Act Registration/ Partnership deed /Memorandum of article/Registration of firm / Small Scale Industry Registration only).		
5	Three years of Income tax return of Assessment Year 2013-14, 2014-15 and 2015-16.		
6	Original affidavit from the bidder that business entity is not black listed (notarized on Rs. 100 stamp paper).		
7	Terms and conditions duly signed on each page.		

Note: All the above documents are mandatory; missing of any is subjected to rejection for the tender.

### DECLARATION

I/We solemnly declare that we have attached all the documents mentioned here above and mentioned in the tender. It is verified that all the certificates / permissions/ documents are valid and current as on date and have not been withdrawn / cancelled by the issuing authority.

I/We further undertake to produce on demand the original certificate / permission / document for verification at any stage during the processing of the tender.

I/We also understand that non-compliance of any documents will be treated as non-respective tender and we will lose our claim to participate in the Tender Enquiry automatically and our tender will be liable to reject.

**Name of the Firm:**

**Signature of bidder**

**(With Stamp, Name & Designation)**

