

CHANAKYA NATIONAL LAW UNIVERSITY, PATNA

Nyaya Nagar, Mithapur, Patna -1, Ph. No. – 0612-2352300, Website: <http://cnlu.ac.in>

NIQ No. –02/2021-22 Group A

Dated: 12/04/2022

Chanakya National Law University invited the sealed quotation from the reputed OEM / Retailer / Dealer for Supply, Installation & Commissioning of All in one Computer Systems with UPS and Printer inside CNLU campus.

Scope of work

- ✓ The scope of work shall include the Supply, Installation & Commissioning of All in one Computer Systems with UPS and Printer. Installation of Operating System and other Software provided by University are also includes in scope of work.

Who can participate

- i. Firm having documents as per Annexure-II and Declaration related to litigation history duly attested by notary on a non-judicial stamp paper of value Rs. 100/- (Rupees Hundred only) as per Annexure-I, is eligible to participate in this NIQ.

Eligibility

- i. Quotationer having documents as per Annexure II is eligible for participate in this NIQ. Duly signed & stamped document in which Name of the quotationer, Address with contact number, FAX, E-mail of the Firm and Firm`s Bank Account Details with Bank Name & Address and IFSC / RTGS codes mentioned.

Important Information

- ✓ Cost of Document : Rs. 500.00 (Five Hundred) in shape of Demand Draft issued by a Nationalized or Schedule bank in favour of Registrar, Chanakya National Law University and payable at Patna.
- ✓ EMD : Rs. 20,000.00 (Twenty Thousand) in shape of Demand Draft issued by a Nationalized or Schedule bank in favour of Registrar, Chanakya National Law University and payable at Patna.
- ✓ Last date & time of submission : up to 01:00 pm on 09/05/2022
- ✓ Date & time of Opening of Technical Bid : at 01:45 pm on 09/05/2022
- ✓ Date & time of Opening of Financial bid : will be intimate later
- ✓ Place of all meeting : Chamber of Registrar

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Specification:

<u>Sr. No.</u>	<u>Name of Equipment</u>	<u>Specifications</u>	<u>Quantity</u>
A.	HP / Dell / equivalent make, All in One Desktop Computer System	Intel 10 th generation Core i5 10210U or better, 256 Gb SSD, 1TB HDD, 8 Gb RAM, Bluetooth, Wireless & Wired LAN, 23.8 inch FHD, Windows 11 Pre Loaded, Wired Keyboard & Mouse, inbuilt 720p HD Camera, Warranty One Year	8
B.	APC make UPS	0.6 VA, Warranty One Year	8
C.	Laser Printer HP / CANON / EPSON	A4 Black & White Printing, 20 PPM or better, Duplex Printing, USB, Wired LAN, Warranty One Year	26

Terms & Conditions

- Service Centre of quoted make of All in One Computer should be in Patna.**
- Any Suggestions / Clarifications may be put forth through e- mail to registrar@cnlu.ac.in up to 30/04/2022 till 01:00 pm. E-mail received after due date & time shall not be entertained.
- Manner of submission of the Quotation:** The quotationer shall seal the two envelopes (both technical & financial quotations in two separate envelopes) and put in one outer cover and should be either submit directly through hand to University office or be sent by Post / Courier at the address 'Registrar, Chanakya National Law University, Nyaya Nagar, Mithapur, Patna-800001, Bihar', so as to reach by the due date and time. Incomplete quotations are liable for rejection. No responsibility will be taken for postal delay or non-delivery/ non- receipt of Quotation documents.
- Documents as mentioned in Annexure II are mandatory. Quotationer should annexed all the Genuine documents with technical quotation otherwise their technical bid shall be declared non responsive.**
- Affidavit as per Annexure-I should be annexed with technical quotation.**
- Quotationer or their authorised representative shall remain present during the opening of Technical Bid and Quotationers whose technical quotation is declared responsive shall remain present at the time of opening of Financial Bid.
- The price will be remain firm and fixed during the pendency of contract. It will not vary on any account whatsoever.
- Incomplete bid and bid without **genuine documents** are liable for rejection.

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9. Notwithstanding anything to the contrary in this document, the Chanakya National Law University is not bound to accept the lowest quotation and reserves the right to accept or reject any quotation, to reject quotations for some or all items and to cancel the bidding process at any time prior to the award of contract, without assigning any reason whatsoever.
10. Supply, Installation & Commissioning shall be completed within **45 (Forty Five) working days** of the University from the date of Purchase Order. If the work is not completed within the completion period **liquidated damages @ 0.5% of total value of order without tax per week of delay** will be levied (subject to maximum of 10%). If the liquidated damages reach the level of 10%, the contract is liable to be rescinded.
11. **Performance Security**
 - a) Performance security shall be **5% (Five Percent)** of the total quoted amount without tax. EMD shall be adjusted in amount of performance security. Successful Quotationer can deposit amount of performance security after deducting amount of EMD in form of **NEFT / RTGS/ DD / Bank Guarantee / Fixed Deposit** for performance security after release of P.O.
 - b) Performance Security will be refundable after **60 days of successful completion of defect liability period i.e., One Year.**
12. **Amendment of Quotation Document.**
 - a. At any time prior to the last date for receipt of quotations, the client may for any reason, whether at its own initiative or in response to a clarification requested by a prospective Quotationer, modify the Quotation Document by an amendment.
 - b. The amendment will be notified through official website of Chanakya National Law University for all the prospective Quotationer.
 - c. In order to afford prospective quotationer reasonable time in which to take the amendment into account in preparing their quotations, the Client may, at its discretion, extend the last date for the receipt of the Quotations.
13. Chanakya National Law University reserves the right to withdraw / cancel / amend the quotation at anystage without assigning any reason whatsoever.
14. University will not provide any residential facility to workers / authorities of successful Quotationer inside campus.
15. Clarification regarding contents of the quotations: During evaluation and comparison of quotations, the Buyer may, at its discretion, ask the quotationer for clarification of his quotation. The request for clarification will be given in writing and no change in prices or substance of the quotation will be

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sought, offered or permitted. No post-quotation clarification on the initiative of the quotationer will be entertained.

16. Price should be quoted in Indian Rupees only.
17. The Quotationer shall be responsible for all damages, accidents, caused due to negligence.
18. The quotationerr shall arrange all tools, necessary for the execution of the work at its own cost.
19. All the risks of loss of or damage to physical property and of personal injury and death which arise during and in consequence of the performance of the contract other than the expected risks will be the responsibility of the contractor / firm.
20. Price should be quoted in Indian Rupees only.
21. Price Bid valid up to 31/07/2022.
22. **SETTLEMENT OF DISPUTES**
 - a) In case of any dispute, controversy or claim which may arises in relation or in connection supply & installation will be subject to Patna Jurisdictions only.
23. **PAYMENT TERMS**
 - i. Payment will be released after the joint report of IT Committee & Purchase Committee for successful supply, installation & commissioning of product after necessary deduction as per government rules & regulations.

**Registrar
CNLU, Patna**

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Annexure-I

Declaration

I / we declare

that

my / our company namely..... has not been black listed by any Government / Semi Government Organisation nor should have any litigation enquiry pending and / or initiated by any of these Department or Court of Law with regards to the works executed by our company since incorporation. No FIR has been lodged against us.

that

the documents annexed along-with the quotation are genuine and not tampered by me / us while copying. If my / our declaration above found fake or forged then:

- i. my quotation document shall be rejected
- ii. Letter of Intent / Purchase Order / Agreement, if issued, shall be cancelled and
- iii. FIR shall be inflicted against my / our company / firm by the University.

Signature of the Quotationer / Authorized Signatory (Name & Designation)

Seal of the Quotationer

Place

Date

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Annexure-II

CHECK LIST (SHOULD BE ATTACHED QUOTATION DOCUMENT)

Sr. No.	Description	Remarks
1.	Name of the Firm with address, contact number, FAX, E-mail of the Firm	
2.	PAN No & GST Details Attach copy of PAN card & GST	
3.	Firm`s Bank Account Details with Bank Name, Address and IFSC / RTGS codes	
4.	Copy of original document of only three work orders / agreements, each of Rs. 2,00,000.00 (Rupees Two Lakhs) or more, for Supply, Installation & Commissioning of IT or ITes related work in reputed Institutes of Higher Learning / Indian Universities / Central or State Government Organizations / Professional bodies etc. during the financial years 2018-19, 2019-20 and 2020-21.	
5.	Copy of document in support of yearly turnover of Rupees Twenty Lakhs (Rs. 20,00,000.00) in financial year 2018-19, 2019-20 and 2020-21 along with duly audited profit & loss account and balance sheet by Chartered Accountant.	
6.	Copy of document of IT return of financial year 2018-19, 2019-20 and 2020-21.	
7.	Address of Service Centre at Patna of quoted make of All in One Computer	
8.	Brochure of quoted model of All in One Computer, Printer and APC UPS	
9.	Affidavit as per Annexure-I	
10.	Details of Cost of Document	DD No Date Bank Name
11.	Details of EMD	DD No Date Bank Name

I / We hereby declare that information furnished above is true and correct and the documents annexed are genuine.

Signature of the Quotationer / Authorized Signatory with Seal, Place & Date