



***PSS Central Institute of Vocational Education,
Shyamla Hills, Bhopal 462013***

(An Institution under NCERT, MHRD, Govt. of India)

QUOTATION ENQUIRY

FOR

SUPPLY AND INSTALLATION OF

ICT EQUIPMENTS FOR ESTABLISHMENT OF STUDIO OF PSSCIVE

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***PSS Central Institute of Vocational Education,
Shyamla Hills, Bhopal 462013***

(An Institution under NCERT, MHRD, Govt. of India)

No. PSSCIVE/Store/2019-20

Date: 02.01.2020

QUOTATION ENQUIRY

SUBJECT: SUPPLY AND INSTALLATION OF *ICT EQUIPMENTS FOR ESTABLISHMENT OF STUDIO OF PSSCIVE*

Quotations are invited for *Supply and installation of "EQUIPMENTS FOR ESTABLISHMENT OF STUDIO OF PSSCIVE"*. Interested Manufacturers/Authorized Partner/Agencies may log on Institute website www.psscive.ac.in for further details. Quotation format can be downloaded and the duly completed be submitted to the Under Secretary, PSSCIVE, Bhopal - 462013

Last date of receipt of complete quotation is **17.01.2020 upto 15.00** hours. The Joint Director of the Institute reserves the right to accept or reject any or the entire bid in full or in part without assigning any reason whatsoever.

This issues with the approval of the competent authority.

UNDER SECRETARY

INSTRUCTIONS TO BIDDERS

1. Scope of Supplies & Work:

- a The Goods/ Items shall be supplied as per the Bill of Quantity and Specifications mentioned in **ANNEXURE-I**.
- b Where ISI certification marked goods are available in market, procurement should generally be limited to goods with those or equivalent marking only. The warranty/AMC required must be specified.
- c After the supply of Goods/Items and Accessories as mentioned in the **ANNEXURE-I**, the bidder has to execute its installation at the designated location(s). No extra cost shall be paid for this reason.

2. Delivery of Supplies & Installation:

- a The purchaser interested for complete delivery of Goods/Items along with Installation by bidder within stipulated time limit.
- b The material shall be inspected on receipt at site and bidder shall be responsible for any damage during the transit of Goods/Items.
- c The insurance cover including insuring the goods against the loss or damage incidental to manufacture or acquisition, transportation, storage and delivery/ installation shall be obtained by bidder in his own name and not in the name of purchases.

3. Warranty & After Sales Services:

- a The bidder shall offer on-site comprehensive warranty of Good/Items for 01 (one) year from the date of successful commissioning of goods at the designated location & shall cover each and every part of the goods including parts having limited life etc. The purchaser is not liable to pay any extra charges on any account during warranty period.
- b The bidder shall ensure to render after sales services during the warranty period to the satisfaction of purchaser.

4. Eligibility Criteria:

- a Bidder should have registered with appropriate Authority.
- b Bidder should have GST Number & Income PAN both.
- c OEM Authorization Letter

5. Amendment of Quotation Document:

- a At any time prior to the date submission of bids, the purchaser, may for any reason, whether at its own initiative or in response to a clarification sought by a prospective bidder, amend bid document by issuing corrigendum. The corrigendum will be notified/ published in e-tendering website www.eprocure.gov.in/epublish/app and Institute website only.

6. Price Bid

- a The Prices should be quoted in Indian Rupees only.
- b Purchaser is an unit of NCERT under Ministry of Human Resources Development, Govt. of India.
- c Bidder shall take into account all costs including unloading at the location of purchaser, cartage etc. for giving delivery of material at site(s) before quoting the rates. In this regard no claim what so ever shall be entertained.
- d The bidders are advised not to indicate any separate discount. Discount, if any, should be merged with the quoted unit prices.
- f The price quoted in price bid shall be firm but subject to change in rate of applicable taxes if any.
- g The Bidder should avoid the use of vague term such as “Extra as applicable”. Such offers shall be treated as non-responsive.
- h No extra payment shall be paid on account of any discrepancy in nomenclature of items. The bidder shall seek clarifications if any before submitting the tender.

7. Bid Submission:

The bidder is expected to fill the financial/price bid and send by post/in person to the office of the Under Secretary, Shyamla Hills, Bhopal (MP) -462013 during prescribed time duration.

8. Evaluation of Bids:

Institute shall evaluate all the items together or separately depending upon nature of items of circumstance and compare the quotations determined to be substantially responsive i.e. which

- a are properly signed;
- b confirm to the eligibility criteria of the vendor; and
- c confirm to the terms & conditions, and technical specifications.

9. Validity of Tender/Quotation:

- a The bid shall be valid for a period of 60 days from the date of opening. Terms and financial details submitted in the bid shall be treated as firm during the 60 days period.
- b In exceptional circumstances, prior to the expiry of the bid validity period, the purchaser may request bidders to extend the period of validity of their bids. The request and the responses shall be made in writing.

10. Notification of Award:

- a Prior to the expiry of the period of bid validity, the purchaser shall notify the successful bidder, in writing, that its bid has been accepted. The notification letter shall specify the sum that the purchaser will pay to the bidder in consideration of the *Supply of Goods/ Items* with the details of selected location.

11. Penalty Clause:

- a The bidder shall indicate the period within which the ordered quantity will be supplied along with Installation & Commissioning of Goods/ Items. The bidder shall note that in case bidder fails to do so within the period of delivery indicated by the bidder in bid of this tender, penalty @ 01% of value of the order per week of delay would be levied

subject to maximum 10 weeks. It means, the bidder shall have the liability of delayed supply to the maximum of 10 weeks after expiry of scheduled delivery date.

12. **Terms of Payment:**

- a The Payment shall be made within 30 days by purchaser after successful supply and installation of Goods/ Items.

13. **Jurisdiction:**

- a In the event of any dispute the legal matter shall be subjected to the jurisdiction of Bhopal court only.

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BILL OF QUANTITY

We need **ICT EQUIPMENTS FOR ESTABLISHMENT OF STUDIO OF PSSCIVE**, the detailed technical specifications of the above mentioned equipment is given below:

S.No.	Product	Specification of the Product	Desired Quantity
1.	TELEPROMPTER 15'' PROS 15 with wireless remote	Panel Dimension: 28 x 36, 3 x 4, 5cm, View Angle : 160/140, Brightness , 400 cd/m2-1000 cd/m2	01
2.	COMPATIBLE TRIPOD for TELEPROMPTER	15-20 KG Load Capacity	01
3.	COMPATIBLE Dolly for TELEPROMBTER	Approx. 20 KG Load capacity	01

Date:

Signature of Authorized Bidder
with proper rubber stamp

ANNEXURE- II**FORMAT FOR SUBMISSION OF BID PRICE**

To,
The Joint Director
PSSCIVE, Shyamla Hills,
Bhopal- 462 013

Subject : Price bid with reference to Quotation No. No. PSSCIVE/Store/2019-20 dated:
02.01.2020

S.No.	Product Description with make and model	Discounted unit price	GST and other taxes	Quantity	Total Price Rs.
1	2	3	4	5	6 {(3+4)*5}
Total (In Words)					

The followings things are confirmed and undertake by us that:

- The price quoted above are inclusive of basic price, statutory levies and taxes, duties, Transportation, Incidental services (including Insurance, Loading/ unloading, Packing & Forwarding charges, Installation etc.) at site.
- Taxes are subject to change/ revision.
- Offer price shall be valid for a period of 60 days from the date of opening of bid of this quotation.
- We will be agreed to offer services for on-site comprehensive warranty on the Goods/ Items supplied through this quotation for one (01) year.
- We agree with the terms and conditions specified in “Instructions to Bidders” and if selected, the execution of supplies would be made in compliance.

Date:

Signature of Authorized Bidder
with proper rubber stamp

Name:

Designation:

Mobile No: