

ETHIRAJ COLLEGE FOR WOMEN
70, Ethiraj Salai Egmore, Chennai, Tamil Nadu 600008
Telephone: 044 2827 9189

**ETHIRAJ INVITES TENDER FROM REPUTED FIRMS FOR THE
“Supply & Installation of Desktop Computers”**

INSTRUCTIONS TO TENDERERS

Sealed Tenders are invited from reputed vendors for the **“Supply & Installation of Desktops ”** addressed to The Principal, Ethiraj College for Women, Chennai - 600008 on or before 27-05-2022, 3:00 PM.

All Tenders in the prescribed form at **Annexure-1, together with other enclosures, in sealed envelopes**, should be placed in the Tender Box at the College premises before the time and date fixed for the receipt of tenders as set out above. The sealed enveloped should be superscribed “Tender for Supply & Installation Of Desktops Computers”.

Tenders received after the stipulated time and date or those that satisfy the tender requirements shall be rejected. All Desktop Computers should strictly comply with the specifications laid down in **Annexures 2** below.

1. TENDERS ELIGIBILITY & QUALIFICATION

The Tenderer shall provide satisfactory evidence acceptable to the College as follows:

- Audited financial statements to show that it has adequate financial standing.
- Average total turnover of the tenderer for last 3 financial years must be at least Rs. 3 Crores
- Bidders must submit copies of GST, PAN, company registration documents,
- The bidders should provide details of at least 5 of its largest customers in Chennai and an approval for the college to contact these customers
- The bidders should clearly mention the country of manufacture of laptops and workstations
- The Tenderer Should be Original Equipment Manufacturers (OEM) / Authorised Dealer (AUD)/Distributor of OEM and also Tenderer should submit valid documents with respect to the Authorization or Distribution from the OEM.

2. VALIDITY OF TENDER

The offer shall be kept valid for acceptance for a minimum period of 180 days from 7th May 2022. The College may extend the validity period only once by an additional of no more than 90 days Whilst the tender for Desktops is floated for an initial quantity of 150, the College reserves the right to order additional quantities (between 100-250) at the same price, terms and conditions within the extended validity period. The deliveries of additional units be Staggered.

3. ETHICAL STANDARDS:

Suppliers and their subcontractors and Consultants should maintain the highest standard of ethics during the procurement and execution of this contract.

4. AWARD OF CONTRACT

The College has the right to accept any tender and to reject any or all tenders without assigning any reason whatsoever.

5. NOTIFICATION OF AWARD:

The College will notify all the tenderers of the result of their bids on or before 31 May 2022.

6. GENERAL

The tenderers must ensure that the conditions laid down for submission of Tenders detailed in this document are completely and correctly fulfilled. Tenders, which are not complete in all respects as stipulated above, shall be summarily rejected.

7. PAYMENT TERMS

No advance will be paid. 50% of the invoice value will be paid within 10 days from date of delivery and verification of materials at the College premises. 30% will be released within 7 days from the date of Successful installation, testing and acceptance of the machines and other Warranty related documents. The balance 20% will be released within 30 days from the date of Final acceptance.

8. DELIVERY PERIOD

The Tenderer should clearly mention the Delivery Timeline and Installation Timeline of the Products. These Deadlines will be considered as Important criteria in choosing the supplier...Delivery of the Goods shall be made by the Tenderer in accordance with the agreed terms mentioned in tender. The Tenderer should take responsibility of the Goods till it reaches the delivery destination and successful completion of Installation.

9. Product and Warranties

The Model proposed should strictly comply to the Technical specifications given in the Annexure 2 and it should be supported for a minimum period of 3 years including warranty period. The Models proposed/ marked for withdrawal/End of Life from the market and the models under quality testing should not be offered/quoted in the Tender.

The WARRANTY of the Hardware 3 years comprehensive onsite warranty with Accidental damage Protection, and the warranty terms should be clearly mentioned

in the Invoice and the warranty period will start from Date of Acceptance , The Warranty should be BACK TO BACK from OEM. The warranty should cover the complete components including Battery, SMPS, Display etc, and any deviations should be clearly mentioned in the Tender

The warranty would be on-site and comprehensive in nature and back to back support from the OEM. The Tenderer warrant all the hardware and software including against defects arising out of faulty design, materials etc. for a period of Three years from the date of acceptance of the hardware. The vendor will provide support for Operating Systems and other pre-installed software components like anti-virus etc during the warranty period of the hardware on which these software & operating system will be installed. Defective hardware shall be replaced by the Tenderer at his own cost, including the cost of transport.

Tender for the “Supply & Installation of Desktops ”

Annexure-1

PRICE BID						
Name of Work: “Supply & Installation of Desktops”						
(Name of the Vendor) :						
Sl. No.	Make & Model	Description	Qty	Price in INR	GST Value	Total Amount in INR
Rupees in Words :						
AMOUNTS QUOTED SHOULD BE INCLUSIVE OF ALL TAXES AND ALL OTHER COSTS AND CHARGES						
We confirm that the products offered strictly comply with the specifications set out in Annexure 2 . The amounts quoted are firm and final and will be valid for 180 days(and an additional 90 days) from 27th May 2022.						
Authorized signatory		Date		Company seal		

Annexure 2

Detailed Specifications for Desktops

Desktops: Qty – 150 (may be increased by an additional 100-250 Units within a period of 180+90 days from the date of acceptance of the tender)

DESKTOPS SPECIFICATION SHEET		
S.N O	CATEGORY	REQUIRED SPECIFICATION
1	Processor	Intel Core i5-11Th Gen and Above Processor up to 3.10GHz and above
2	Main Memory	16GB DDR4 RAM or Higher
3	OS	Windows 10 Pro 64
4	Display Type	19 inch LCD/LED Monitor Full HD with multiple ports include VGA & HDMI or higher, OEM Supplied Monitors along with Desktop Workstation
5	Hard Disk	1TB 7200 RPM 2.5 Inch HDD
6	Warranty	3 years comprehensive onsite warranty (including batteries)
7	Chipset	Intel Chipset
8	SSD	M.2 256 GB SSD(Optional)
10	Connectivity	1 RJ-45 port 10/100/1000 Mbps (rear) , 1 USB 2.0 port (front) , 1 USB 2.0 port with PowerShare (front) , 2 USB 2.0 ports with Smart Power On (rear), 1 Universal Audio Jack (front), 1 Line-out re-tasking Line-in audio port (rear) , 2 DisplayPort 1.4 ports (rear) , 1 Serial /PS2 slot (optional), 2 PS/2 ports (optional), 1 Optional 3rd Video Port (VGA/DP/HDMI/USB Type-C)
11	Optical Drive	External USB based DVD Drive
12	Audio	High Definition Audio standard support, Build-in stereo speakers, Build-in Microphone
	Key Board & Mouse	OEM Must Provide Wired Keyboard & Mouse
14	Certification	Energy Star 5.0,EPEAT registered certificate in India and ISO 9001:2008 certificate for OEM