

TENDER NOTICE
UCC/1261/2019 dated 29/02/2020

The I/C Director, University Computerization Centre, University of Mumbai, Vidyanagari, Kalina, Santacruz-East, Mumbai 400098, invites sealed tender from reputed Computer Hardware Dealers for the supply of **Computer Desktops, Printer**. The details of the tender are given below.

Sd/-
Dr. R. Srivaramangai
I/c. Director

TENDER NOTICE

The I/C Director, University Computerization Centre (UCC), University of Mumbai, Vidyanagari, Kalina, Santacruz-East, Mumbai 400098, invites sealed tender from reputed Computer Hardware Dealers for the supply of **Computer Desktops and Printer**. Blank Tender Form along with the enclosure (Requirements & Specifications) are available against the non-refundable payment of Rs. 1000/- in cash in University accounts department, Kalina, Examination House, 2nd floor on all working days from 10.30 a.m. to 5.30 p.m. from 02/03/2020 to 09/03/2020.

The tender duly completed in all respects along with the necessary documents (Technical and Commercial separately) as specified in the enclosures and Rs. 5000 towards Earnest Money Deposit(EMD) on cost of supply through Demand Draft of the Bank Drawn in Favor of **"Finance and Accounts Officer, University of Mumbai"** payable at Mumbai, during the working hours dates between 02/03/2020 to 09/03/2020.

1. Collection of tender form : till 5th March, 2020 up to 2:30 pm.
2. Submission of tender date : 9th March, 2020 till 5:30 pm.

For detailed information, kindly contact the Office Assistant Ms. Manjusha Tambe during the office hours on any working days. The tender received for the purpose shall be opened in presence of Vice Chancellors's (VC) nominee and Chief Accountant. The date for tender opening will be convey to all Vendors.

The UCC has reserved all the rights either to accept or reject any one or all the tenders received for the purpose, without assigning any reasons whatsoever.

MUMBAI-400 098.

Date: 29/02/2020

Dr. R. Srivaramangai
I/c. Director

Schedule of Tender

Seq. No.	Stage Release of tender	VendorStage	Start Date & Time	End Date & Time	Envelopes
1	Release of tender	-	29-02-2020 at 18.00 Hrs.	02-03-2020 at 11.00 Hrs.	Envelope-2 Envelope-1
2	-	Collection of tender form	02-03-2020 at 11.01 Hrs.	05-03-2020 at 17.30 Hrs.	Envelope-2 Envelope-1
3	-	bid preparation and submission	06-03-2020 at 10.30 Hrs.	09-03-2020 at 17.30 Hrs.	Envelope-2 Envelope-1
8	Opening technical Bids		11-03-2020 at 11.00 Hrs.	11-03-2020 at 18.00 Hrs.	Envelope-1
9	Opening Financial Bids		12-03-2020 at 11.00 Hrs.	12-03-2020 at 18.00 Hrs.	Envelope-2

Requirements & Specifications

Sr. No.	Particulars	Qty
1.	Desktop, 8th Generation, Intel Core i3-8100u/4 GB/1 TB HDD/ Windows 10 Home/ Integrated Graphics, 22" display, wireless Keyboard and mouse.	04
3.	All in one monochrome LaserJet printer	04

Terms and Conditions

1. Should be Original Equipment Manufacturers (OEM)/Channel Partner/Authorised Dealer (AUD)/Distributor of OEM.
2. One year on-site warranty and call on technical support required.
3. If any fault/defect occurs in the equipment during the warranty period, it will be done/ replaced by the Supplier at his own risk and cost.
4. The bids will be evaluated as per specifications laid down for the each item proposed for purchase. The bids which will not conform to prescribed specifications and terms and conditions of tender, will not be accepted.
5. No transportation and carriage charges will be paid for delivery / installation of the equipment.
6. Income Tax/GST will be deducted at source as per Government Rule.
7. Software driver CD and installation manual to be supplied at the time of delivery.
8. Delivery of materials within 15 days against Purchase Order.
9. The Department reserves the right to reject any tender without assigning any reason thereof.
10. The bidder should be the dealer of reputed company supplying computers and IT equipment.
11. The tender received through fax/e-mail or through post etc. will not be accepted. The bids will accepted only by hand.
12. The Conditional offers are liable to be summarily rejected.

13. The payment shall be made after successful installation within a reasonable period as per the University of Mumbai rules and procedures.
14. Above requirements are for **General Administration Department** .
The delivery of items has to be **University Computerization Centre (UCC) Room No.06, University Of Mumbai, Fort Mumbai -400032** and billing has to be addressed to **General Administrator Department (GAD), University Of Mumbai, Fort Mumbai-400032** Tender process and purchase order is issued by University Computerized Centre
15. Installation will be checked by **General Administration Department** and verified by University Computerization Centre.

Sealed Envelope No.1 (Technical Bid)

1. Tenderer /Bidders shall submit the following documents along with their tender and **be placed in the Technical Bid i.e. Envelope No. 1).**
 - a) Scan copy of Shop and Establishment License with proper renewal date of local Govt. Authority
 - b) Scan copy of Proprietary certificate/Partnership Firm Agreement/Company Memorandum
 - c) Scan copy of PAN Card
 - d) Scan copy of GST Registration Certificate
 - e) Scan copy GST paid latest challan
 - f) Income tax returns of the last 3 financial years (2016-17, 2017-18, 2018-19)
 - g) Should have direct support centers at Mumbai. In case of support through service partners details of customers supported by the service partners to be attached.
 - h) The bidder should submit past work order of the similar type of requirements with work completion certificate from any public / private organization.
 - i) Tenderers should be either manufacturer or authorized dealer/Channel Partner Certificate of the said equipment and should submit the proof for the same
 - j) Declaration of Contractor on Letterhead (stamped and signed) as per given format
 - k) Undertaking letter regarding warranty period of each item must be submitted on their company letterhead
 - l) Technical specification of hardware with their model/product name should be mentioned on their company letterhead.

Sealed Envelope No.2 (Financial/Price Bid)

Sr. No.	Particulars	Qty	Rate per item	Total rate inclusive of all taxes
1.	Desktop, 8th Generation, Intel Core i3-8100u/4 GB/1 TB HDD/ Windows 10 Home/ Integrated Graphics, 22" display, wireless Keyboard and mouse.	04		
3.	All in one monochrome LaserJet printer	04		
	Grand Total Cost			

Note:

1. Rate should be quoted in their company letter head with proper authorized signatory and seal.
2. L1 bidder will be decided on grand total cost only

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Date: 29/02/2020

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I/c. Director