



**MAHATMA GANDHI UNIVERSITY
KOTTAYAM**

No. Ad.BIV/1/280/FCC/2018

Dated : 12.09.18

NOTICE INVITING TENDER

(Tender No. Ad.BIV/1/280/FCC/2018)

The Registrar, Mahatma Gandhi University, Kottayam invites online bid (technical and financial bid) for the procurement of **One Server Computer, Two Desktop Computers, Two Laser Printers and one Dot-matrix Printer** for the use of FCC Section of the University

1	Name of the equipment	One Server Computer, Two Desktop Computers, Two Laser Printers and one Dot-matrix Printer
2	Earnest money deposit (EMD)	Rs.4840/-
3	Tender submission fee	Rs.1000/- + GST
4	Period of supply and installation	Within 15 days
5	Mode of submission of Bid	Online
6	Tender Documents	Can be downloaded from the website www.etenders.kerala.gov.in
7	Last date and Time of submission of tender by online	26.09.18 12.00 pm
9	Date and time of opening of bid opening	27.09.18 2.00 pm

General tender documents and tender schedule can be downloaded in A₄ plain size paper free of cost from the website www.etenders.kerala.gov.in

Documents to be submitted along with bid through online.

Sl.No	Through online
1	Scanned copy of valid dealership certificate.
2	Scanned copy of duly filled e-payment form
3	Scanned copy of other certificates required, if any, for tender acceptance
4	Scanned Copy of duly filled preliminary Agreement in stamp paper

	of Rs.200/-
5	BOQ

Special Conditions

1. The quoted Price should be inclusive of all taxes/freight/Installation etc. Customs / Excise Duty Exempted price should also be quoted
2. Scanned copy of brochure of different models quoted should be enclosed
3. **Warranty, AMC conditions**, nearest servicing centers details, user reference and supporting catalogues should be provided (soft copies).
4. The Delivery Schedule, Payment Terms & Warranty/Guarantee etc must be clearly indicated in the technical bid.

The bids will be opened at the date and time specified. Further details can be had from the *Administration B4 Section* on all working days during working hours. The bidders are advised to submit their bid well in advance to avoid any kind of network issues. If relevant documents through speed post are not submitted with in time, the tenders will not be considered.

The undersigned reserves the right to reject any or all the tender without assigning any reason whatsoever.

ASSISTANT REGISTRAR III (ADMN)
FOR REGISTRAR