



MAHATMA GANDHI UNIVERSITY
SCHOOL OF COMPUTER SCIENCES
PRIYADARSINI HILLS (P.O.)
KOTTAYAM – 686560.
Website: mgu.ac.in

SHORT TENDER NOTICE (TWO BID SYSTEM)

TENDER NOTICE

No: SOCS/103/Computers/2019-20

Dated: 12.02.2020

Sealed tenders are invited from reputed firms and their authorized dealers to supply of below mentioned SOFTWARE to School of Computer Sciences, Mahatma Gandhi University, Priyadarshini Hills P.O., and Kottayam.

No.	Name of Software	Quantity
1	Windows 10 Professional Licensed with DVD (For Academic Use)	20
2	Microsoft Office Business 2019 (For Academic Use)	3

TENDER DETAILS

Earnest money deposit (EMD) :- EMD calculated @ rate 1 % of the purchase assessment cost (PAC) Subject to a minimum of Rs.1500/- should be paid by the firm. The EMD should be enclosed with the the tender in the form of Demand Draft drawn in favour of the HoD, School of Computer Sciences, Mahatma Gandhi University and shall be payable at SBI, MG University Campus Branch.

Tender Form

Tender form can be had from the **University General Store** on all working days by submitting the E-payment receipt in respect of the tender fee remitted online. *(Tender fee can be remitted online through www.mgu.ac.in - online payment portal – miscellaneous – cost of tender form)* Tender fee shall be calculated at the rate of 0.2 % of PAC rounded to the nearest multiple of Rs.100/- subject to a minimum of Rs.400/- and maximum of Rs. 1500/- + GST @ 12 %.

For ensuring the guaranty, terms and conditions, etc. relating to the articles supplied, and Agreement in stamp paper worth Rs.200/- must be submitted by the qualified bidder along with a security deposit @ 5 % of the PAC.

Last date for submission of completed Tenders : 25th February, 2020
Closing of acceptance of completed Tenders : 25th February, 2020; 05:00 P.M
Date of opening of Technical Bid : 26th February, 2020; 11:00 A.M
Date of opening of Financial Bid : 02nd March, 2020; 02:00 P.M

P.T.O

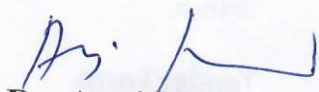
SPECIAL CONDITIONS

1. Quoted price should be inclusive of all taxes, freight, loading & unloading and installation charges.
2. Details such as make, model, mode of operation, etc., should be clearly mentioned in the quotation.
3. Customs/Excise duty exempted price shall be quoted.
4. Quoted rates should have at least six months validity period.
5. Brochure of different models quoted should be enclosed.
6. Warranty, AMC conditions, nearest service centre details, supporting catalogues and demonstrations should be provided.
7. The right to accept or reject the quotations without assigning any reason rest entirely with the undersigned.
8. If the product has a valid DGS&D rate it should be quoted.
9. If the last date for receipt of quotations is declared a holiday the next working day shall be the last date for the purpose.

The bids shall be opened at the date and time specified. Further details can be had from the office of **The Head of the Department, School of Computer Sciences, Mahatma Gandhi University, Kottayam, Kerala-686560** on all working days during working hours. Phone No: **0481-2731037**.

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

P.D.Hills
12-02-2020


Dr. Anuj Mohamed
Professor & HoD
School of Computer Sciences
Mahatma Gandhi University.