



**University Centre for International Co-operation (UCIC)**  
**MAHATMA GANDHI UNIVERSITY**  
Priyadarsini Hills P.O., Kottayam-686560, Ph: 9446224240

**SHORT TENDER NOTICE**

**UCIC/NAAC/T/1/2023**

**Dated 1<sup>st</sup> June 2023**

Sealed tenders are invited from reputed firms and their authorized dealers to supply of Language Software to **University Centre for International Cooperation** Mahatma Gandhi University, Priyadarshini Hills P.O. Kottayam to setup Foreign Language Lab Infrastructure.

SL	Item with specification	Quantity
1	Language Lab with Teacher/Student applications modules for 20 users version for at least 3 foreign languages. Additional features like free study materials and soft skill training kit is preferable. The software should be compatible with Windows Operating System and capable to install in the Computers available in the Foreign Language Lab of UCIC.	1 set

**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 tender in the form of Demand Draft drawn in favour of the Director, **University Centre for International Cooperation**, 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](http://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%.

Last date for submission of completed Tenders : 07-06-2021 3 pm  
Tenders Date of opening : 07-06-2021 at 3.30 pm

**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 a six months validity period.
- 5 Brochure of different models quoted should be enclosed.
8. Warranty, AMC conditions, nearest service centre details, supporting catalogues and demonstrations should be provided.
9. The right to accept or reject the quotations without assigning any reason rest entirely with the undersigned.
10. If the product has a valid DGS&D rate it should be quoted.
11. 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 Director, University Center for International Co-operation, Mahatma Gandhi University, P.D Hills P.O, Kottayam, Kerala-686560 on all working days during working hours. Phone No: 9446224240. The undersigned reserves the right to reject any or all the items in the tender without assigning any reason whatsoever.

P.D Hills:

01.06.2023



Director

University Center for International Co-Operation

Mahatma Gandhi University, Kottayam-686560

Mobile 9446224240