



MAHATMA GANDHI UNIVERSITY
SCHOOL OF PEDAGOGICAL SCIENCES

No. 05/SPS/2024

31.01.2024

NOTICE INVITING TENDER

The Registrar, Mahatma Gandhi University, Kottayam for and on behalf of **Prof. Asha J V, Head of the Department, SCHOOL OF PEDAGOGICAL SCIENCES (SPS), Mahatma Gandhi University** invites online bid (technical and financial bid) for Supply, Installation of 55 (fifty five) Desktop Computers.

1.	Name of Work	The Supply & Installation of Desktop Computers in School of Pedagogical Sciences
2.	Earnest money deposit (EMD)	₹.27,500/-
3.	Tender submission fee	₹.4,100/-
4.	Period of supply and installation	Within 15 days from the LC Opening Date
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	22/02/2024 @ 12:00 Noon
8.	Last date and Time of submission of relevant documents by speed post	24/02/2024 @ 12:00 Noon
9.	Date and time of opening of technical bid	24/02/2024 @ 12:00 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. Duly filled up and signed tender schedule along with relevant documents should also be sent to “**Prof. Asha J V, Head of the Department, SCHOOL OF PEDAGOGICAL SCIENCES (SPS), Mahatma Gandhi University, Kottayam, Kerala Pin-686560**”, by speed post so as to reach before the date and time specified. The cover containing the documents should super scribe the name of the equipment, tender number, and last date of submission of tender.

Documents to be submitted along with bid through online/speed post

Sl.No	Through online	Through speed post
1	Scanned copy of valid registration certificate/dealership certificate	Copy of valid registration certificate attested by a gazette officer/ dealership certificate
2	Scanned copy of duly filled e- payment form	Duly filled e-payment requisition.
3	Scanned copy of other certificates required, if any, for tender acceptance	Copy of other certificates required, if any, for tender acceptance.
4	Scanned Copy of duly filled preliminary Agreement in stamp paper of ₹.200/-	Preliminary Agreement in original
5	BOQ	Not Required

SPECIAL CONDITIONS

The Delivery Schedule, Payment Terms & Warranty/Guarantee etc must be clearly indicated in the technical bid. The bids shall be opened at the date and time specified. Further details can be had from the office of the undersigned on all working days during working hours. The bidders are advised to submit their bids well in advance to avoid any kind of network issues.

The qualified bidders who quote the lowest for each product will be selected separately.

The tender would be extended by another 10 days if sufficient numbers of bidders are not available at the time of opening.

If relevant documents through speed post are not submitted within time, the tenders will not be considered. The undersigned reserves the right to reject any or all the tender without assigning any reason whatsoever.

Prof. Asha J V
Head of the Department
School of Pedagogical Sciences
Mahatma Gandhi University