



ALLAMA IQBAL LIBRARY

University of Kashmir

Hazratbal Srinagar, Kashmir, J & K-190006.

Tender Notice

Sealed bids affixed with revenue stamp worth Rs.6 /= (Six) are invited from competent firms/agencies meeting the bid evaluation Criteria as stated in the detailed tender document for the following categories of items :-

1. Supply of General Items
2. Supply of Electrical Items.
3. Supply of Computer Accessories /Networking Items.

Earnest Money Deposit/Bid Security: Shown in Tender Document

Cost of Tender document : Shown in Tender Document

Due date and time of submission of Bids: **By or before 20th Feb2017, 3.30 PM**

Due date and time for the opening of Bid : **21th Feb2017 , 11 AM (Tentative)**

Position of funds : **Demanded.**

Place of Receipt of Tenders:-

Office of the **University Librarian**

Allama Iqbal Library

University Campus,

Hazratbal, Srinagar Kashmir, J&K -06

The complete tender document can be had from the office of the undersigned or can be downloaded from the website of Kashmir university viz. www.kashmiruniversity.ac.in. In case downloaded Tender Document is provided with the Bid, a Demand Draft amounting to the cost of Tender document Fee shown in detailed notice may be furnished as Tender Document Fee pledged to University Librarian, Allama Iqbal Library. The tender document fee can also be deposited in the Accounts Section of Allama Iqbal Library.

If any of the days specified above happens to be a holiday, the next working day shall be implied. Bids received after the due date and times are liable to be rejected.



ALLAMA IQBAL LIBRARY

University of Kashmir

Hazratbal Srinagar, Kashmir, J & K-190006.

Conditional bids will be straight away rejected and the bidder(s) are advised to quote strictly as per the terms and conditions of the tender documents and not to stipulate any deviations/exceptions.

Interested firms can quote for all the three categories of items or any of the three category of items. However quotes of each category of items should be submitted in separate envelopes.

The University Librarian reserves the right to reject any tender without assigning any reason thereof.

Dr. Abdul Majid Baba

University Librarian

No. F (Tender-Notice-GEN) AIL/KU/17

Dated:- 7th Feb 2017

Copy to:

- 1) Public Relations Officer, for publicity through two prominent local dailies.
- 2) Scientist "B", IT and SS, for uploading on the website of University of Kashmir.
- 3) File for record.



ALLAMA IQBAL LIBRARY

University of Kashmir

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Tender Document

1) Scope of Bid:-

- a) Allama Iqbal Library wishes to receive bids for the items as given in the tender notice.
- b) The successful bidder will be expected to complete the supplies within the period stated in the terms and conditions.

2) Eligible Bidders:-

- a) The bids should be accompanied with attested Xerox copies of TIN NO, PAN Card, and Registration Certificates. The TIN NO and PAN NO should be in the name of registered owner(s) of the firm.
- b) The bidders should have up to date VAT/TAX Clearance certificate issued by the department of sales taxes on prescribed form 46.
- c) Certified copy of Supply order and successful completion certificate with reference to similar Supply order from the customer shall be submitted , Desirable but not mandatory.
- d) In the absence of such requisite documents, the University Librarian reserves right to reject the bid without any reference to the bidder.
- e) Preference could be given to such firms who possess experience with regard to supply of desired items , subject to fulfilment of other criteria.

3) General Terms and Conditions :-

- a) The bidder is advised to visit and examine the site and its surroundings and obtain for itself on his own responsibility all the information that may be necessary for the preparation of the bid
- b) Claims and objections due to ignorance of existing conditions will not be considered after submission of the bid and during the implementation.
- c) All duties and taxes including applicable VAT, Service Tax, Income Tax and other levies payable by the firm for supply of items should be included in the rates or the total bid price submitted by the bidder.
- d) The bidder shall quote prices both in figures as well as in words. There should not be any discrepancies between the prices indicated in figures and the prices indicated in words.



ALLAMA IQBAL LIBRARY

University of Kashmir

Hazratbal Srinagar, Kashmir, J & K-190006.

- e) Discount, if any, should be indicated in the space provide only. Conditional discount, if offered, shall not be considered for evaluation. In case discount is given as range (e.g. 1 to 5%) the higher side shall be treated final.
- f) Bids shall be kept valid for 4 months from the final bid due date.
- g) The bid security/EMD may be forfeited :
 - I. If the successful bidder withdraws his bid during the period of bid validity.
 - II. In case the successful bidder fails to accept work order or fails to furnish performance Security
- h) Information relating to the examination, clarification, evaluation, and comparison of bids and recommendations for award of contract shall not be disclosed to bidders or any other person.
- i) Any effort by the bidder to influence the Allama Iqbal Library's processing of bids or award decisions may result in the rejection of bidders bid.
- j) Successful bidder shall be required to submit performance security for an amount equal as shown in the table 1 towards faithful performance of the contractual obligations and performance of the equipment. The performance security shall be in the form of either Bankers Cheque or Demand Draft or Bank Guarantee. The performance security shall be deposited within 7 days of issuance of Work/Supply order.
- k) Performance security shall be refunded after expiry of Warranty Period of equipment purchased or as may be specified by the University Librarian depending upon the nature of Supply.
- l) The Rates Quoted should be FOR Allama Iqbal Library, University of Kashmir.
- m) No payment shall be made for the supply in case it is found that the supply is not as per the specifications. Besides penalty shall be imposed as the Allama Iqbal Library may deem fit.
- n) The Allama Iqbal Library reserves the right to accept the tender or reject the tender in part or full without assigning any reason thereof.
- o) The Successful bidder shall be required to complete the Supply of Items within a stipulated time frame as may be communicated subsequently in the supply order .However the said time frame shall not be less than 30 days in any case.



ALLAMA IQBAL LIBRARY

University of Kashmir

Hazratbal Srinagar, Kashmir, J & K-190006.

- p) The performance Security shall be forfeited in the event of breach of the contract or non-performance of the firm or non-performance of the items supplied by the firm during the specified period for performance security cover.
- q) The Details of Tender Document fee, Earnest Money Deposit and Performance Security item wise is as shown in the following table.

Table 1

S/no	Details of Categories of items	Tender Document Fee	Earnest Money Deposit	Performance Security
1	Supply of General Items	Rs.300/-	Rs.5000/-	Rs. 10000/-
2.	Supply of Electrical Items	Rs.300/-	Rs.5000/-	Rs.10,000/-
3.	Supply of Computer Accessories /Networking Items	Rs.300/-	Rs.5000/-	Rs.8000/-

Note:-

- Please keep quoted rates of above three categories of items in separate envelopes.
- Please do not forget to sign the Declaration/ Undertaking page.
- Please attach all relevant documents in respective envelope.



ALLAMA IQBAL LIBRARY

University of Kashmir

Hazratbal Srinagar, Kashmir, J & K-190006.

4) Bidder's General Information

1. Name of Firm _____

2. Name of owner of the firm _____

3. Address of Firm _____

4. Number of Years in Operation _____

5. Telephone No _____

6. Mobile No _____

7. Whether Registered YES / NO _____

8. Registration Number _____

9. Sales Tax Registered TIN No _____

10. VAT Certificate enclosed YES/ NO _____

11. Details of Special Offer / Discount if any) _____

12. Dealership Certificate attached YES/NO _____

13. Taxes :

a)Any other please specify _____



ALLAMA IQBAL LIBRARY

University of Kashmir

Hazratbal Srinagar, Kashmir, J & K-190006.

5) Declaration/ Undertaking

The University Librarian,
Allama Iqbal Library,
University of Kashmir

Sir,

After examining /reviewing the tender document for _____, including technical specifications , General and Standard Terms and conditions etc. the receipt of which is duly acknowledged , I(We) , the undersigned , is (are) pleased to offer to execute the supply of _____ and in conformity with the tender notice and tender document.

I(we) confirm that this bid is valid for a period of four (4) months from the date of opening of the bids and it shall remain binding upon us and may be accepted by any time by or before the expiration of that period.

If my (our) bid is accepted, I (we) will provide the performance security equal to 10 % (ten per cent) of the value of Work/Supply order, for due performance within 7 days of issue of the order.

Until a final agreement is prepared and executed, the bid together with your written work order thereof shall constitute the binding agreement between us.

I(We) understand that Bid Document is not exhaustive and ,any action & activity not mentioned in Tender Document but may be inferred to be included to meet the propose of the Tender Documents shall be deemed to be mentioned in Tender Documents unless otherwise specifically excluded and I(we) confirm to perform for fulfilment of Agreement and completeness of the work in all respects within the time frame and agreed price.

We understand that any deviation/exception in any form may result in rejection of bid. We, therefore, certify that we have not taken any exceptions/deviations anywhere in the bid and we agree that if any deviation/exception is mentioned or noticed, our bid may be rejected.

We understand that you are not bound to accept the lowest priced or any bid that you may receive.

Signature

Proprietor/ Partner / Representative
Of the firm with seal.

Dated_____



ALLAMA IQBAL LIBRARY

University of Kashmir

Hazratbal Srinagar, Kashmir, J & K-190006.

6) Tender Document bid page for the General Items

S. No	Minimum specification	QTY Appr ox.	Brand Preference	Rates quoted Including Taxes	Warranty Period
1.	Lamination Machine Forward & reverse Mechanism , Suitable for sizes upto 330 mm , with 4 rollers , Lamination speed 250 to 1000 mm per minute , Warmup 3 min , & other standard features.	2			
2.	Dragon Sheets	35	EVA , Aggarwal		
3.	Flex Kwick Bond (Adhesive)	45	Pidilite		
4.	PVC CARD Cutter Heavy duty for sutting CR-80 PVC Cards, Cutter size 85.6 x 54 , Max Material Thickness 2mm, Cutting Gap 0.3 – 6 mm , & other standard features.	2			
5.	World Globe Large Size , Laminated Superior Quality with metal Base.	2			
6.	Paper Cutter Large Size , Cutting upto 15 Sheets , 15 inch cutting length.	2			
7.	Ladder Aluminium Durable & High Grade Aluminium , Non-Skid ribbed steps , Dimensions (247x57x18 Cm) , with railing , 6 steps plus platform.	1	Bathla , Branco		
8.	Plastic Buckets Unbreakable Plastic .	5	As per sample		
9.	Book Stands	60	As per sample		
10	HDMI Cable 5 Meter Compatible with resolutions for 480P , 720 P , 1080 I and 1080 P , Perfect for HD Videos and Standard Video Formats .	2			
11	Pedestal Fans 400mm Sweep White , Low Voltage Performance , More than 1200 rpm Air thurst , Air Delivery 67 ccm , Noise level 73 db , and other standard features , with remote.	6	USHA , BAJAJ , CG & Havells		



ALLAMA IQBAL LIBRARY

University of Kashmir

Hazratbal Srinagar, Kashmir, J & K-190006.

12	Wall Fans 450 mm Sweep , 120 Ribs Guard Safety , Air Delivery 110 ccm , RPM 1400 , Oscillation 60 Degree ,	15	USHA , BAJAJ , CG & Havells		
13	Paper Shredders Shredding Capacity min 8 sheets , Shred type Cross Cut , Bin Capacity min 18 Lts , Mouth Capacity 220 mm ,	6 nos			

Note:- Actual quantity may vary as per requirements.

- 1) Earnest Money Deposit amount _____ vide CDR/ DD Receipt
No. _____ & Dated _____
- 2) Tender Document Fee Deposit amount _____ vide Cash/DD /Receipt
No. _____ & Dated _____

I (we) has (have) read all the terms and conditions and has (have) fill the Bidders Information page and the undertaking page with signatures.

Signature _____
Name of Proprietor _____
Name of Firm _____
Address _____
Dated _____



ALLAMA IQBAL LIBRARY

University of Kashmir

Hazratbal Srinagar, Kashmir, J & K-190006.

6) Tender Document bid page for Electrical Items

S/No	Name of the item with minimum specifications.	Brand Preference	Quantity	Rates quoted INC taxes.
1.	LED Flood Light 30 Watts	Philips , Syska	6	
2.	Load Changeover Switch 4 pole , 63 A ,415 AC , 50 HZ	Havells,L&T , Legrand	1	
3.	Micro Processor Based MCCB AC four Pole , Current Rating 250 A, Breaking capacity 50KA	Havells,L&T , Legrand	1	
4.	Micro Processor Based MCCB AC Four Pole , Current Rating 150 A, Breaking capacity 50KA	Havells,L&T , Legrand	1	
5.	Load Changeover Double Pole Switch 63A ,415AC,50HZ	Havells,L&T , Legrand	2	
6.	Cable Lugs (thimbles) 50mms		12	
7.	Cable Lugs (thimbles) 100mms		12	
8.	Cable Lugs (thimbles) 150mms		12	
9.	Cable Lugs (thimbles) 200mms		12	
10.	Electric Wire 1.5 mm (90meter)	Havells/Polycab	3 Rolls	
11.	Electric Wire 4 Mm (90 meter)	Havells /Polycab	3 Rolls	
12.	Power Extension Cords Hand made , fixed with 5No's of 5 Amp Sockets , On/OFF Swich , 2 Meter 1.5 mm two Core Cable with 5 Amp TOP	Hand Made	12 Nos	

Note:- Actual quantity may vary as per requirements.

- 1) Earnest Money Deposit amount _____ vide CDR/ DD Receipt
No. _____ & Dated _____
- 2) Tender Document Fee Deposit amount _____ vide Cash/DD /Receipt
No. _____ & Dated _____

I (we) has (have) read all the terms and conditions and has (have) fill the Bidders Information page and the undertaking page with signatures.

Signature _____
Name of Proprietor _____
Name of Firm _____
Address _____



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University of Kashmir

Hazratbal Srinagar, Kashmir, J & K-190006.

Dated _____

7) Tender Document bid page for Computer Accessories /Networking Items

S/No	Name of the item	Quantity	Brand Preference	Make /Model Quoted	Rates quoted per item INC Taxes.
1.	Networking Swichth 24 Port Managed	2	Netgear , Cisco		
2.	Networking Swichth 8 Port Unmanaged	2	Netgear , Cisco		
3.	Web Cam Full HD 1080p Video Capture , Auto Focus , Photos upto 8 Megapixels , Built in mics with automatic noise reduction . USB 2.0 High Speed , Universal Clip for Laptop , LCD or CRT Monitor , 3 feet cable.	1	Logitech , Sony		
4.	Computer Speakers Multimedia Speakers , compatible with USB /TFAUX audio input , 30 W output power	2			
5.	Pendrive 16 GB , USB 3.0	5			
6.	Pendrive 8 GB , USB 3.0	4			
7.	Microsoft Office Home & Students 2016 One time purchase Word ,excel , Powerpoint ,onenote.	1			
8.	Anti Virus Software K7 Total Security 5 User /3years licence	2	K7		
9.	KVM Swichth 4 Port USB type	1			
10.	Lan Cable Cat 6 , 305 meter with star separator.	2	Havells		
11.	External hard Disk Capacity 1 Tb , USB 3.0	1 No			
12.	RJ 45 Connectors	100 No's			
13.	USB Cable Male to Male	6 No's			
14.	RJ 45 Cable Joiner	10 No's			
15.	Crimping tool	2 No's			

Note:- Actual quantity may vary as per requirements.



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University of Kashmir

Hazratbal Srinagar, Kashmir, J & K-190006.

1) Earnest Money Deposit amount _____ vide CDR/ DD Receipt
No. _____ & Dated _____

2) Tender Document Fee Deposit amount _____ vide Cash/DD /Receipt
No. _____ & Dated _____

I (we) has (have) read all the terms and conditions and has (have) fill the Bidders Information page and the undertaking page with signatures.

Signature _____

Name of Proprietor _____

Name of Firm _____

Address _____

Dated _____