



ALLAMA IQBAL LIBRARY

University of Kashmir

Hazratbal Srinagar, Kashmir, J & K-190006.

Tender Notice

Sealed bids affixed with revenue stamp worth Rs.5/= (five) are invited from competent firms/agencies meeting the bid evaluation Criteria as stated in the detailed tender document for the following items:-

1) External Hard Drives 3 TB (2No's) , **2)** External Hard Drives 1 TB(2 No's) , **3)**USB Flash Drives 64 GB (2no's) ,**4)** USB Flash Drives 32 GB (2no's) ,**5)** USB Flash Drives 16 GB 92no's) , **6)** CD/DVD Wallet (20No's) , **7)** Barcode Scanners (10No's) ,**8)** Barcode Label (30,000 No's) , **9)** Barcode Ribbon (10 No's)

Earnest Money Deposit/Bid Security : Rs.8000

Cost of Tender document : Rs.500

Due date and time of submission of Bids: **By or before 20th August 2018, 12:30 PM**

Due date and time for the opening of Bid : **20th August 2018, 02:00 PM (Tentatively)**

Office of the Incharge Librarian

Allama Iqbal Library

University Campus,

Hazratbal, Srinagar Kashmir, J&K -190006

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 or the website of Allama Iqbal Library www.ail.uok.edu.in.

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

Somaira Nabi

I/c Librarian

No. F (Tender-Notice-items) AIL/KU/18

Dated: - 4th August 2018



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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 bidder shall be registered company/firm (Proprietorship or authorized dealer) and should be in existence from at least 05 years.
- b) The bids should be accompanied with attested Xerox copies of GSTIN No., PAN Card, and Registration Certificates.
- c) The GST No. and PAN No. should be in the name of registered owner(s) of the firm.
- d) The bidder shall not have been black listed by any Govt./Semi Govt./Private Institution. A self certificate in this regard shall be enclosed
- e) In the absence of such requisite documents, the Incharge Librarian reserves right to reject the bid without any reference to the bidder.

3) General Terms and Conditions :-

- a) Claims and objections due to ignorance of existing conditions will not be considered after submission of the bid and during the implementation.
- b) In case downloaded Tender Document is provided with the Bid, a Demand Draft amounting to the cost of Tender document Fee may be furnished as Tender Document Fee pledged to Incharge Librarian, Allama Iqbal Library. The tender document fee can also be deposited in the office of Allama Iqbal Library.
- c) 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.
- d) 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.



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- e) All duties and taxes including applicable CGST/SGST 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.
- f) 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.
- g) 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.
- h) Bids shall be kept valid for 4 months from the final bid due date.
- i) 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
- 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 Incharge 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 time frame shall not be less than 15 days in any case.



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- 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

Details of Items	Tender Document Fee	Earnest Money Deposit	Performance Security
1. External Hard Drives 3 TB 2. External Hard Drives 1 TB 3. USB Flash Drives 64 GB 4. USB Flash Drives 32 GB 5. USB Flash Drives 16 GB 6. CD/DVD Wallet 20 No. 7. Barcode Scanners 10 No. 8. Barcode Label 30,000 No. 9. Barcode Ribbon 10 No.	Rs.500/-	Rs.8000/-	Rs. 15,000/-



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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. GST No. _____
10. GST 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 _____



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5) Declaration/ Undertaking

The Incharge 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 whole job 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_____



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6)Tender Document bid page for various items

S.NO	<u>Item/Minimum Specification</u>	<u>Units</u>	<u>Brand Preference</u>	<u>Rate Per Item</u>
1.	<u>External Hard Drives</u> <ul style="list-style-type: none">Capacity 3TBPortable Hard DriveUSB poweredFast data transfer with USB 3.0 connectivity3-year limited warranty	02	-Seagate -Western Digital or any other reputed brand	
2.	<u>External Hard Drives</u> <ul style="list-style-type: none">Capacity 1TBPortable Hard DriveUSB poweredFast data transfer with USB 3.0 connectivity3-year limited warranty	02	-Seagate -Western Digital or any other reputed brand	
3.	<u>USB Flash Drives</u> <ul style="list-style-type: none">Capacity 32 GBUSB 3.0 connectivity3-5 years limited warranty	02	-SanDisk -Sony or any other reputed brand	
4.	<u>USB Flash Drives</u> <ul style="list-style-type: none">Capacity 64 GBUSB 3.0 connectivity3-5 years limited warranty	02	-SanDisk -Sony or any other reputed brand	



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5.	<u>USB Flash Drives</u> <ul style="list-style-type: none"> Capacity 16 GB USB 3.0 connectivity 3-5 years limited warranty 	02	-SanDisk -Sony or any other reputed brand	
6.	<u>CD/DVD Wallet</u> <ul style="list-style-type: none"> Capacity of more than 70 CD/DVD Material Leather Zipper Type 	20	Not Applicable	
7.	<u>Barcode Scanners</u> <ul style="list-style-type: none"> 450 scans per second and working range from contact to 600mm on medium density. Support PDF417 decoding. Durable – without any moving parts to wear out. Plug and play connectivity Aiming line- Aiming line for easy-of-use in scanning barcode. Excellent Scanning Performance starting at 0.1mm (4 mil). Readable Under Sun Light. Support GS1 databar (RSS); CS barcodes. (1) Trigger: 1,000,000 times. (2) Cable: 320,000 times (90°). (3) Drop: 1.5 meter. 	10	-Argox or any other reputed brand	



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8.	<u>Barcode Label</u> Barcode label , Size 33mm x 25 mm , Made of Polyester. Compatible with Argox Barcode Printer CP-2140	30,000	Not Applicable	
9.	<u>Barcode Ribbon</u> Barcode Ribbon , Size 110mm x 300 Meter Ink type Resin , for polyester lable printing , Compatible with Argox Barcoder Printer CP-2140.	06	Not Applicable	

Note: -

1) Actual quantity may vary as per requirements.

2) Dealers will be required to quote for all items.

- 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 _____