

UNIVERSITY OF KERALA

(Established as University of Travancore by the Travancore University Act in 1937 and reconstituted as University of Kerala by the Kerala University Act of 1957 and presently governed by the Kerala University Act of 1974 passed by the Kerala Legislative Assembly.
Accredited by NAAC with A++ grade)

DEPARTMENT OF BOTANY

(DST-FIST Supported Department)



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45/BOT/883/25

10.02.2025

Re Tender Notice

**Containing General Conditions and Schedule
For the Purchase of High-End Computer, Desktop computers and UPS
under DST FIST Programme**

Name of Tenderer: **Professor and Head
Department of Botany**

Address: **The Professor and Head
Department of Botany
University of Kerala
Kariavattom Campus
Thiruvananthapuram
Kerala, PIN- 695581**

Signature of Tenderer

FORM OF TENDERER

From
From

.....
.....
.....
.....

To

.....
.....
.....
.....

Sir,

I/We hereby tender to supply, under the annexed general conditions of contract, the whole of the articles referred to and described in the attached specification and schedule, or any portion thereof, as may be decided by the University of Kerala, Thiruvananthapuram at the rates quoted against each item. The articles will be delivered within the time and at the places specified in the schedule.

*I/We am/are remitting/have separately remitted the required amount of Rs.

.....

..... as earnest money.

Yours faithfully (Signature)

.....

(Address)

.....

.....

Date:.....

* To be scored in cases where no earnest money deposits is furnished.

Important: This tender form may be printed on A4 size paper. Editing of the pre- printed text in the tender form in any way other than as indicated (like ticking, filling in with ink/typing, scoring off in applicable material etc.) will render the tender form invalid and liable for

rejection.

GENERAL CONDITIONS

Sealed tenders are invited for the supply of the materials as specified in schedule attached below.

1. The tenders should be addressed to the **Professor and Head, Department of Botany, University of Kerala, Kariavattom Campus, Thiruvananthapuram-695581, Kerala** in a sealed cover with the tender number and name – “**Tender for the Purchase of High-End Computer, Desktop computers and UPS - DST FIST Programme**” duly superscribed on the cover on or before **24.02.2025, 3.00 PM**.

2. Original Equipment Manufacturer (OEM) Certificate/Undertaking: **If the bidder is not an OEM, a Certificate of authorized dealership / distributorship from the OEM for technical support to the bidder and supply of spares shall be furnished.**

3. **Compliance Statement:** Along with the technical details provide a tabular column indicating whether the item quoted by you meets the specifications by indicating 'YES' or 'NO'. If 'YES', support the claim by providing original brochures

4. Tenders which are not in the prescribed form are liable to be rejected and the cost of tender forms once paid will not be refunded. **The rates quoted should be only in Indian currency.** Tenders in any other currency are liable to rejection.

5. Intending tenderers should send their tenders so as to reach the officer mentioned in the tender notification, on or before the due date and time noted therein. No tender received after the specified date and time will be accepted on any account. The rates will be considered firm for acceptance till the date mentioned therein. Tenders not stipulating period of firmness and tenders with price variation clause and/or 'subject to prior sale' condition are liable to be rejected.

6. (a). The cost of the **tender form 1062.00** (Rupees One Thousand and Sixty Two only) (i.e. Rs.900 + 18% GST) and the **Earnest Money Deposit of Rs. 4,500/-** (Rupees Four Thousand Five Hundred only) should be remitted by way of **Demand Draft** issued from a nationalized/ scheduled bank, drawn in favour of **FIST LIFE SCIENCES LEVEL B,C OR D-PROJECT** Department of Botany, University of Kerala, Kariavattom Campus payable at **State Bank of India, Kariavattom Branch (SBIN0070043)**. The tender documents, along with **separate DD towards the cost of the tender form and the EMD** should be submitted/ sent to **The Professor and Head, Department of Botany, University of Kerala, Kariavattom Campus, Thiruvananthapuram- 695581, Kerala**. **Cheque will not be accepted.** The earnest money of unsuccessful tenderers will be returned as soon as possible after the tenders are settled.

(b). Performance Security: If work is awarded, a **Performance security equal to 5% of contract value shall be furnished by the bidder**. The Performance Security will be forfeited, if the firm fails to abide the terms and conditions of the tender and subsequent execution of the work/ warranty liability. It will be released on successful completion of work and warranty period mentioned in the tender.

(c). Tenderers whose names are registered with Government (Stores Purchase Department) are generally exempted from furnishing earnest money for such articles for which they have registered their names. If they tender for stores other than those for which they have registered their names, they will have to furnish earnest money as in the case of unregistered firms. Registered firms will have to quote invariably in every tender they submit, the registration number assigned to them by the Stores Purchase Department. **Attested copy of registration certificate may be enclosed with the tender for reference.**

(d). Small Scale Industries and Cottage Industries within the Kerala state, which are certified as such by the Director of Industries and Commerce or by the Regional Joint Director of Industries and Commerce will be exempted from furnishing earned money against tenders for supply of stores manufactured by them.

7. If any tenderer withdraws from his tender before the expiry of the period fixed for keeping the rates firm for acceptance, the earnest money, if any deposited by him will be forfeited to University of Kerala or such action taken against him as the University think fit.

8. The final acceptance of the tender rests entirely with the University who do not bind themselves to accept the lowest or any tender. But the tenderers on their part should be prepared to carry out such portion of the supplies included in their tender as may be allotted to them.

9. In cases where a successful tenderer, after having made partial supplies, fails to fulfill the contracts in full, all or any of the materials not supplied may at the discretion of the Registrar, be purchased by means of another tender/quotation or by negotiation or from the next higher tenderer who had offered to supply already and the loss, if any, caused to the University shall thereby, together with such sums as may be fixed by the University towards damages, be recovered from the defaulting tenderer.

10. Payment: **The University will release the payment only after inspecting the equipment and satisfy that the supply is as per the requirements.** The payment will be made after successful completion of the supply and installation and producing invoice in triplicate

11. The contractor shall not assign or make over the contract or the benefits or burdens thereof to any other person or body corporate. The contractor shall not underlet or sublet to any person or body corporate the execution of the contract or any part thereof without the

consent in writing of the Registrar who shall have absolute power to refuse such consent or to rescind such content (if given) at any time if he is not satisfied with the manner in which the contract is being executed and no allowance or compensation shall be made to the contractor or the sub-contractor upon such recession. Provided always that if such consent is given at anytime, the contractor shall not be relieved from any obligation, duty or responsibility under this contract.

12. The tenderer shall undertake to supply materials according to the standard sample and/ or specifications

13. **No representations for enhancement of rates once accepted will be considered.**

14. Any attempt on the part of the tenderers or their agents to influence the University in their favour by personal canvassing with the officers concerned will disqualify the tenderers.

15. Installation and Commissioning: The items shall be installed and commissioned at Department of Botany, University of Kerala, Kariavattom Campus, Thiruvananthapuram. All incidental expenses should be borne by the supplier.

16. The item **should be supplied within a period 15 days** from date of supply order.

17. General rules relating to the purchase of materials/ equipment will also be applicable to this tender.

18. **Only one model can be quoted in a tender.** If the tenderer wants to quote for more than one model, separate tenders should be submitted. If more than one model is quoted in a single tender it will be summarily rejected.

19. **Technical bid and financial bid must be placed in individual sealed envelopes and these envelopes must be placed inside a bigger envelope.** The top of cover must also contain name and address of the tenderer, telephone number and other contact details for the further correspondence.

20. Warranty/Guarantee: The supplier shall guarantee to repair/replace the items or its part –if found defective within the **warranty period**. The entire expenditure for repair/ replaces of the item in this regard shall be borne by the supplier.

21. Service facility: Supplier should mention their details of **service setup and manpower in Kerala especially at Trivandrum** who are responsible for after sales service. Service support undertaking should be furnished.

22. Tenderers who are black listed by State/ Central Government departments and Organizations are not eligible to participate in this tender and such tender will be summarily rejected.

23. In case of the dispute arises, the decision of University authority shall be final and binding on bidders.

24. The undersigned reserves the right to reject or accept any or all the tenders received fully or

partially without assigning any reason thereof.

25. The Validity of the Quotation will be for 180 days.

26. The price quoted must be inclusive of GST, transportation charges, installation charges and any other charges & Government duties leviable, if any.

27. Other special conditions: Defective items, if any, supplied should be rectified/ replaced to the satisfaction of the University by the suppliers at their own cost.

Technical Specification for High-end Computer

Component	Description	Quantity
Processor	Intel Core i9 13 th Generation	1 No
Motherboard	OEM Motherboard	
Memory	32 GB DDR5 RAM (16 GB x 2) Expandable to 128 GB	
Storage	1 TB NVMe PCIe 4.0 SSD, 1 TB HDD	
Graphics Card	High end graphics adapter with 8 GB memory	
Power supply	850W 80 + Gold Certified Modular PSU	
Operating system	Windows 11 Pro	
Networking	Integrated Ethernet Port, Wi-Fi, and Bluetooth	
Ports	6 USB 3.2 Gen 1 Ports, 2 USB-C (1 front, 1 rear), HDMI, Display port	
Software	Microsoft office Home and student 2021, Antivirus software with 3-year licence	
Display	24-inch wide- screen IPS LED Display, 1920 x 1200 Resolution (same make as PC)	
Keyboard & Mouse	High-quality USB keyboard and Optical mouse (same make as PC)	
Audio	Integrated audio ports	
Warranty	3-year onsite warranty	
Preferred Brands	Dell, HP, Lenovo	

Technical Specification for Desktop Computer

Component	Description	Quantity
Processor	Intel Core i5 12 th Generation	5 Nos
Chipset	Compatible Chipset	
Motherboard	OEM Motherboard	
Memory	8 GB RAM, Upgradable to 32 GB	
Storage	512 GB M.2NVMe SSD	
Monitor	21.5" or larger TFT/LED Digital Colour Full HD Monitor (Same make as PC)	
Keyboard	USB interface keyboard (same make as PC)	
Mouse	Optical mouse with USB interface (same make as PC)	
Ports	USB, HDMI, Audio	
Networking	10/100/1000 on-board integrated Network Port, Wi-Fi 802.11 b/g/n connectivity	
Warranty	3-year onsite warranty	
Software	Microsoft office Home and student 2021, Antivirus software with 3-year licence	
Operating system	Windows 11 Home Single Language	
Preferred Brands	Dell, HP, Lenovo	

600 VA UPS Specification for Desktop Computer

Feature	Details	Quantity
Capacity	600 VA	5 Nos
Battery Details	12 V, 7 Ah	
Battery warranty	1 Year	
Product warranty	2 Years	
Preferred Brands	V Guard, APC, Hykon, Numeric	

1 KVA UPS Specification for High-End Computer

Feature	Details	Quantity
Capacity	1 KVA	1 No
Battery Details	12 V, 7 Ah (2 No's)	
Battery warranty	1 Year	
Product warranty	3 Years	
Preferred Brands	V Guard, APC, Hykon, Numeric	

I..... (Name of Authorized Person) on behalf of.....
(Company name) do hereby agree the terms and conditions mentioned in the tender and supply of above item as per schedule and rate mentioned in the financial bid.

Signature and Seal of Bidder

Those who are interested should send their bid (The bid **technical and financial separately** complete in all respects) may be submitted in a sealed cover (hard copy only) superscribed with "Tender for
.....
.....Ref. No.....
Equipment Name
..... and addressed to **The Professor and Head, Department of Botany, University of Kerala, Kariavattom Campus, Thiruvananthapuram-695581, Kerala.**

Kindly submit lowest quotes on or before 24.02.2025, 3.00 pm

10.02.2025
Kariavattom

Professor and Head
Department of Botany