

# OFFICE OF THE PRINCIPAL

MAGADH MAHILA COLLEGE  
PATNA UNIVERSITY, PATNA

## NOTICE INVITING QUOTATION

NIQ No.: 01/2017

Date: 07/04/2017

Designation of officer inviting quotation	Principal, Magadh Mahila College, Patna
Place, Time & Date of receiving of Quotation	Office of the Principal, Magadh Mahila College, Patna upto 3:00 pm on 09/05/2017
Place, Time & Date of opening Tender	Office of the Principal, Magadh Mahila College, Patna, Patna at 10.00 am on 11/05/2017

### PART-1 SUPPLYING OF COMPUTER WITH THEIR ALLIED UNITS

Sealed quotations are invited from manufacturers or their authorized dealers for supplying the following items :

Sr. No.	Name of Items	Configuration of required systems	Company Make	Quantity
1	Desktop Computer	a. Processor : i5, 5 <sup>th</sup> generation processor b. RAM : 8 GB c. HDD : 1 TB d. OS : Windows 7 Professional e. Monitor : 18.5 LED f. Mouse : Optical g. Keyboard : Multimedia h. Other essential supporting tools provided by vender side	: DELL / HP / Lenovo	40 nos

### TERMS & CONDITIONS:

- Paper submitted with quotation:
  - TIN/VAT/ PAN
  - Authorized Dealership Certificate from manufacturing company
  - Catalog/Brochure of the product.
- Payment – 100% against Supply
- Quotations must be submitted in original and without making any additions, alterations, and as per details given in other clauses given hereunder. The requisite details shall be filled in by the Bidder in the quotation Document wherever required.
- The sealed quotation should also be sent through courier/Registered/Speed Post. Conditional quotation or quotations received after the due time and date shall not be entertained in any circumstances. College Authority would not be responsible for any delay or loss of the quotation document, The quotations will be opened in the office of the undersigned in presence of any intending supplier or his/her authorized representative who may wish to be present at the designated time and place. If the fixed date turns out to be the holiday, the date of opening will be the next day.
- Earnest money is to be deposited in the shape of D.D./ Banker's cheque in favour of The Principal, Magadh Mahila College, Patna University, Patna @ 2% of quoted amount. For claiming exemption from depositing earnest money, the quotationer should be registered with NSIC or DGS&D specifically for the store with specification as mentioned in quotation schedule.**

7. At the time of opening of Quotation only participant quotationer or his single authorized representative with authority letter will be allowed to be present.
9. The EMD shall be forfeited if the bidder withdraws his bid during the period of bid validity.
10. All disputes, what so ever shall be referred to the sole arbitration of The Principal, Magadh Mahila College, Patna University, Patna and her decision shall be final and binding on the agency.
12. All the matters subject to the jurisdiction of Patna High Court.
- 13. Bidders should submit details in the format given at Annexure-A and should quote the rates in the format given at Annexure-B as per Specification of Annexure-C. Incomplete bids will summarily be rejected. All corrections and alterations in the entries of quotation document will be signed in full by the Bidder with date. No erasing or over- writings are permissible.**
14. The undersigned reserves the right to accept or reject any or all the quotation without assigning any reasons.

Principal  
Magadh Mahila College  
Patna University, Patna

(To be submitted on Letter Head of the Agency)

**Annexure- A**

BID DOCUMENT

Bid should indicate following information along with the self-attested photocopies of supporting documents:

Detail of Earnest Money: Rs..... DD No....., Date .....& Name of Bank.....
---

1. THE FIRM

a) Name: .....

b) Regd. Address : .....  
.....

c) Address of Office at Patna:.....  
.....

d) Contact Person's

(i) Name & Design. ....

(ii) Address.....

(iii) Tel No. Landline : ..... Mobile:.....

(iv) Email ID:.....

2. Type of Firm Proprietorship/Private Ltd./Public Ltd./ Cooperative/ NGO/PSU  
(Please tick and enclose copy of Memorandum/ Articles of Association/ Certificate  
of Incorporation)..... enclosed. (Pl. specify).

3. PAN/GIR No. : \_\_\_\_\_

(Please enclose photocopy)

4. TIN No. : \_\_\_\_\_

(Please enclose photocopy)

5. Experience of similar work in the field during the last three years(pl. specify) : Rs. . .....  
(Should have completed similar type of work in reputed organizations including at least one  
PSU/Govt. Deptt./Institution with work order not less 50% of quoted amount. [Please submit copies of  
documentary evidence i.e. work order].

**Signatures of authorized person**

**Name** .....

**Designation**.....

**Seal**

(To be submitted on Letter Head of the Agency)

**Annexure-B**  
**PRICE BID**  
**SUPPLYING OF COMPUTERS**

Sr. No.	Name of Items	Company Make	Quantity	Rate	Unit	Amount
1	Desktop Computer	DELL / HP / Lenovo	40 nos		Each	
Total Amount in Rs. in figure						
Total Amount in Rs. in Word:						

**Note:-**

- 1. Delivery Period: 15 Days**
- 2. Rate should be Inclusive all taxes, installation, Packing & Transportation charge to Magadh Mahila College, P.U, Patna.**
- 3. The break-up of amount quoted in respect of VAT/ED etc. should be attached in a separate sheet.**
- 4. The agency should clearly mention the warranty of products quoted by them.**

**Signatures of authorized person Name .....**

**Designation.....**

**Seal**

**Annexure-C**  
Computer Specification

<b>S No</b>	<b>System Component</b>	<b>Description</b>
1	Processor	i5, 5 <sup>th</sup> Generation
2	Motherboard & Chipset	Intel
3	RAM	8GB
4	Hard Disk Drive	1 TB
5	Operating System	Window 07 Professional
6	Monitor	18.5" LED
7	Keyboard	Multimedia Keyboard
8	Mouse	Optical Mouse
9	Other supporting tools provided by vendor side	

**Signatures of authorized person Name .....**

**Designation.....**

**Seal**

**OFFICE OF THE PRINCIPAL, PATNA MAGADH MAHILA COLLEGE,  
PATNA UNIVERSITY, PATNA -800 005  
NOTICE INVITING TENDER**

**Tender No. : 02/2017-18**

**Date:06/04/2017**

Sealed quotations are invited from registered suppliers for supply of Desktop computers at Magadh Mahila College, Patna University, Patna. For details along with terms & conditions please logon to website <http://www.magadhmahilacollege.org> or visit the office of the undersigned in office hours from 10:30 A.M to 5:00 P.M. on or before 09/05/2017. The last date of receipt of quotation is 09/05/2017 at 3:00 P.M. The quotations will be opened on 11/05/2017 at 10:00 A.M.

Principal  
Magadh Mahila College  
Patna University, Patna