

Ref: Tender No. CUSAT-TBI/CUSATECH FOUNDATION/20/2020-21 for “Desktop Computers-2 No.s”

Name of work: Supply and installation of Desktop Computers-2 No.s at CUSAT FABLAB,CUSAT-TBI

FORM OF TENDER

From

To

Dr Sam Thomas
The Coordinator,
CUSAT-TBI, CUSATECH FOUNDATION
CUSAT, Thrikkakara,
Kochi-682 022.

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 CUSATECH FOUNDATION, 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. (Rupeesonly) as earnest money.

Yours faithfully,

Signature and Seal
Address

Date:

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

(General Conditions on the reverse)

contd.....

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Item	Specification/Description	Quantity
Desktop Computer	Intel Core I5 11th Gen Processor, 8GB DDR4 RAM, Motherboard, 240 GB SSD, Keyboard and Mouse, Ethernet card,18" or above LED monitor, Windows 10 original and MS Office original.	2
	Total Price	
	GST(18%)	
	Grand Total	
GST number of the firm:		

Signature and seal of the Bidder

Those who are downloading the tender form from the website should use only the “**pdf format**” Tender form available in the website. Tenders submitted in the letter head, or other forms will be summarily rejected. Separate Technical bid and financial bid will not be accepted.

Whether samples essential: No

Period within which goods delivered: Within 14 days from the date of issue of Purchase Order.

Rates quoted for supply and installation at CUSAT TBI, CUSATECH FOUNDATION, CUSAT, Thrikkakara, Kochi - 22

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Superscription - Ref: Tender No. CUSAT-TBI/CUSATECH FOUNDATION/20/2020-21 for “Desktop Computers-2 No.s”	
Last date and time for receipt of tender	11.10.2021 upto 04.00 P.M.
Date and time for opening of tender	12.10.2021 at 11.00 A.M.
Date upto which the rates are to be firm	31.12.2021
Price of tender form	Rs.400/- + Rs.72/- (18% GST) (Total Rs.472/-) CUSATECH GST No. 32AAICC3938Q1Z7
Date of Issue of Tender Form downloading from web site	Tender form can be downloaded from the CUSAT website in “ pdf format ”. Cost of tender form should be submitted in the form of Demand Draft along with tender. Otherwise tender will be summarily rejected. As per Kerala Stock Purchase manual no firms are exempted from the payment of Tender Cost.
Earnest Money Deposit	1% of quoted amount by way of Demand Draft drawn in favour of the undersigned from any Nationalised bank payable at Canara bank, Kalamassery. Firms which are eligible for EMD payment exemption should submit the relevant documents.
Address of Officer from whom tender forms are to be obtained and to whom tenders are to be sent:	The Managing Director, Room No:310, Administrative Building, Cochin University of Science and Technology, Thrikkakara, Kochi-682 022.

- a. If the envelope is not sealed and marked properly as above, the purchaser will not assume responsibility for its misplacement for its misplacement, premature opening, late opening. Tender number should be mentioned at the top of envelop.
- b. Tender should be sent in sealed cover so as to reach the undersigned on or before the due date and time of receipt. Tenders can be submitted by post, courier etc. Late tenders will be summarily rejected.
- c. Tender form can be downloaded from the window “tenders” of CUSAT website www.cusat.ac.in in “pdf format should be submitted with cost of tender form and EMD by way of Demand Draft drawn in favour of “**The Managing Director, CUSATECH FOUNDATION, Cochin University of Science and Technology, Thrikkakara, Kochi-682 022.**” from any nationalized bank payable at Canara Bank, Kalamassery.
- d. A leaflet for the proof of brand name and ISI certificate of the product should be given. **Only Branded PCs are accepted.** Must enclose brochure/Technical spec for each item.
- e. **Warranty period of One year or more on site** from the date of installation should be clearly mentioned. Installation certificate should be submitted.
- f. Payment will be made through Canara Bank, Kalamassery after receipt and installation of item. Advance payment will not be incurred.
- g. The purchase officer reserves the right to accept or reject any tender in full/part which does not satisfy the above terms and conditions.
- h. **Unsigned tender will be summarily rejected.**
- i. Kerala Store Purchase Manual Rules are applicable to this tender.

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Name of Officer: Dr. Sam Thomas
Station: Thrikkakara, Kochi-22
Date: 27.09.2021
Mob: 8113846556

Sd/-
The Coordinator,
EI-HUB, CUSATECH FOUNDATION