

CUSATECH FOUNDATION
CUSAT-TBI
TENDER NOTICE

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

CUSATECH FOUNDATION, a section 8 Company formed by Cochin University of Science and Technology and having its registered office at ROOM NO. 310, ADMINISTRATIVE BUILDING, CUSAT, COCHIN, ERNAKULAM, 682022, KOCHI – 22 invited sealed Tenders from reputed firms for the supply and installation of “Desktop Computers-2 No.s” as specified in the schedule below:

SI No	Item	Specification/Description	Quantity
1	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 with VGA and HDMI, Windows 10 original and MS Office original.	2

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

Amount should be inclusive of GST: 18%.

Period within which goods delivered: Within 14 days from the date of receipt of supply order.

Rates quoted for delivery at CUSAT-TBI, CUSATECH FOUNDATION, Room No:310,Administrative Building, Cochin University of Science and Technology, Thrikkakara, Kochi-682 022.

(Contd.....2)

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.
- 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 or courier only. 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 nationalised 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 acceptable. Brochure/Technical specs must enclosed.
- 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.

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

Sd/-
The Coordinator,
CUSAT-TBI, CUSATECH FOUNDATION
(Name & designation of Purchasing officer)

