



Tele : 04252 256246
Fax : 04252 - 256296
E-mail : mailtosainik@gmail.com
Website: www.sainikschoolamaravathinagar.edu.in

SAINIK SCHOOL
AMARAVATHINAGAR, UDUMALPET
TIRUPPUR DISTT
TAMILNADU - 642 102

SSA/SR/18-19/02

Aug 2018

TENDER DOCUMENTS

1. Reference your letter No dated
2. Tender form is enclosed herewith. Tender should be sent in a sealed cover in the prescribed format and the envelope should be prominently marked outside **`Tender for Supply and installation of Desktop CPU`**
3. Principal reserves the right to accept or reject any or all tenders without assigning any reason. All bidders are required to sign with date in all the places prescribed for the purpose.
4. All the sealed tenders should be sent by post or posted in the tender box provided for the purpose in the school premises. Tenders will be opened at date and time mentioned in the `Terms and Conditions` in the presence of such of those bidders or their authorized agents, as may be present. Last date and time for receipt of filled tenders by the school is mentioned in the **`Terms and Conditions`**.
5. Technical specifications (if any) and Terms and Conditions of tendering procedure are enclosed herewith separately.

Administrative Officer
For Principal

TENDER FORM 'SUPPLY AND INSTALLATION OF DESKTOP CPU'

From

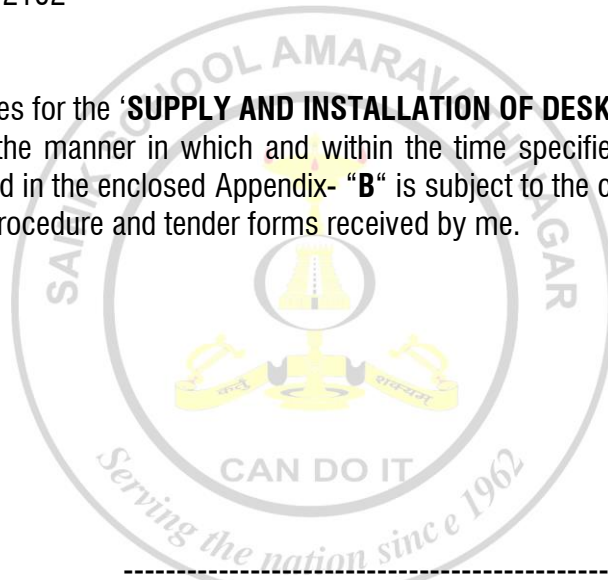
.....
.....
.....
.....

To

The Principal,
Sainik School,
Amaravathinagar - 642102

I hereby quote the rates for the '**SUPPLY AND INSTALLATION OF DESKTOP CPU**' of as specified in the enclosed Appendix – '**B**' in the manner in which and within the time specified as set forth in the terms of agreement. The rate furnished in the enclosed Appendix- "**B**" is subject to the conditions set forth in the terms and conditions of tendering procedure and tender forms received by me.

Encl: As above.



(Signature of the tenderer and name in Capital letters)
If Companies or firm, The Managing Director / Partner
should sign with seal)

TERMS AND CONDITIONS OF TENDERING PROCEDURE

1. Filled Tender forms should be attached with a Demand Draft for Rs.500/- drawn in favour of “ The Principal Sainik School , Amaravathinagar” payable at Amaravathinagar (STATE BANK OF INDIA, BRANCH CODE 02191) towards tender cost, nonrefundable. The Filled tender form without DD will not be considered.
2. **Payment:**
 - (a) Payment will be made only after receipt of the items/ products/materials/equipment service at the school and after satisfactory installation by the company representative / completion of work.
 - (b) No advance payment will be made on any account.
 - (c) Payment will be made only by means of an `Account Payee Cheque`. DD may be issued on request in writing.
3. The firm should bring the items/equipment/product/materials to the school as sample at their cost to confirm its superiority. *Samples/documents/brochures/catalogues are mandatory to confirm the technical bid prior to financial bid.*
4. The firm should be ready to execute the supply within 15 days from the date of the order as per the requirement. The firm is liable to compensate damages/financial losses to the school, in case they fail to execute the order after getting the supply order. The demand after the finalisation of supplier can be in the form of written, SMS, e-mail. The reason of ignorance by the supplier for the failure to execute an order shall not be entertained or accepted.
5. Warranty/guarantee period is to be mentioned.
6. Maximum `Educational Discount` admissible is to be mentioned in the Offer.
7. If required, negotiation may be made during finalization of the contract and the date will be intimated later.
8. The Principal, Sainik School reserves the right to reject any or all tenders without assigning any reason thereof.
9. If any certificate, enclosed by firm are found to be fake/bogus/tampered, such of those agencies shall be black listed for a period of 10 years and the contract will be terminated with immediate effect.
10. Each firm has to submit a copy of Registration certificate/Registration number from the concerned authority wherever applicable.
11. Tenders by Fax/E-mail will not be accepted.
12. Post tender correspondences shall not be entertained.
13. Last two year's list of clients is to be enclosed.
14. It is hereby brought to the notice of all prospective bidders that if any change/additions/alterations are found to be made by them in the copies of the quotation, proof documents etc and the same is subsequently detected / noticed at any stage even after award of the supply order; all necessary actions including stoppage of the supply order, and stoppage of payment would be taken. In addition the bidders shall be liable to be prosecuted under law for any malpractice found..
15. This advertisement does not constitute, and will not be deemed to constitute any commitment on the part of the school with respect to exact demand quantity.
16. The tender forms are required to be submitted prior to tender opening procedure. One day late and incomplete tender forms shall be summarily rejected. No correspondences in this regard will be entertained.

17. The Principal, Sainik School reserves the right to itself not to issue the document and/or to accept or reject any or all the offers at any stage of the process and or modify the process without assigning any reason whatsoever, and his decision in this matter is deemed as final and binding. The firm will not be entitled for any compensation for rejection of his application. However, demand draft will be returned to the bidder in case tender documents are not issued.

18. Lowest rates do not guarantee the purchase order, rather the quality, after sales service, continued response, guarantee/warranty amongst others will also be taken into consideration. Brand name and Model Nos. should invariably be quoted for all the items. Items of poor quality will not be considered for procurement.

19. If any firm has authorized dealership certificate, the same may also be enclosed. The authorized dealership shall be considered subject to other conditions.

20. Sainik School does not bind itself to accept only lowest tender. It reserves the right to select the bidders on other essential count also. The equipment should be supplied, installed and commissioned in the existing setup, Necessary configurations/arrangements will be carried out by the Tenderer)by the tenderer within the specified time stipulated and the validity of the offer holds good till such time. The equipment should be custom - cleared by the supplier and delivered at the School by the supplier.

21. Bidder should be the manufacturer. In case if bidder is quoting on behalf of Other Equipment Manufacturer (OEM), then the bidder should be authorized by the OEM. The equipment offered should meet all the technical specifications as stipulated in the bid and the technical terms and conditions.

22. The last date for submission of 'Tender Document' is **30 AUG 2018 at 1700 h**. Tenders received after the due date will not be considered.

23. Tenders will be opened on **31 AUG 2018 at 1530 h** at the school premises by the Tender opening committee (TOC).

24. Legal jurisdiction will be restricted to only at Udumalpet Taluk.

25. PRINCIPAL'S DECISION WILL BE FINAL ON ALL MATTERS.

26. All correspondence should be addressed to the following address:-

**The Principal, Sainik School, Amaravathinagar,
Udumalpet – Taluk, Tiruppur – District, Tamilnadu – 642102.**

27. No information shall be given with respect to the various board proceedings, Supply order, total quantity, brand selection, tender forms of other parties, quotations of other parties, contact details / addresses of other parties, etc., even under RTI Act. Your attention is brought to RTI section 8 for reference.

Note: If the date of receipt and opening of tenders happen to be declared as Holiday, the same will be observed on the next working day at the same time. The successful bidder should submit their RFP documents duly signed in all pages at the time of signing the contract.

“SUPPLY AND INSTALLATION OF DESKTOP CPU

S.N	Product Description/ Configuration	Qty	HSN Code	Unit Price (₹)	GST %	Total Amount (₹)
1	Intel Core i3 7100 3.90 GHz – 7th Gen / Intel HD integrated graphics / Win 10 /4 GB 2400mhz / 1TB 7200 RPM SATA HDD / DVD/ WIFI 802.11b/g/n / Bluetooth / Warranty 3yrs / Maximum Memory Supported:16 GB/ Tower PC with Keyboard, Mouse and Power Cord					
2	Intel Core i3 8100 3.90 GHz – 8th Gen / Intel HD integrated graphics / Win 10 /4 GB 2400mhz / 1TB 3.5inch 7200 RPM SATA HDD / DVD/ WIFI 802.11b/g/n / Bluetooth / Warranty 3yrs / Maximum Memory Supported:16 GB/ Tower PC with Keyboard, Mouse and Power Cord					
3	Intel Core i5 7400 3.90 GHz – 7th Gen / Intel HD integrated graphics / Win 10 /4 GB 2400mhz / 1TB 7200 RPM SATA HDD / DVD/ WIFI 802.11b/g/n / Bluetooth / Warranty 3yrs / Maximum Memory Supported:16 GB/ Tower PC with Keyboard, Mouse and Power Cord	05 Desktop				
4	Intel Core i5 8100 3.90 GHz – 8th Gen / Intel HD integrated graphics / Win 10 /4 GB 2400mhz / 1TB 3.5inch 7200 RPM SATA HDD / DVD/ WIFI 802.11b/g/n / Bluetooth / Warranty 3yrs / Maximum Memory Supported:16 GB/ Tower PC with Keyboard, Mouse and Power Cord					

 (Signature of the tenderer and name in Capital letters)
 If Companies or firm, The Managing Director / Partner
 should sign with seal)