

CENTRE FOR ENDANGERED LANGUAGES (CFEL)
ARUNACHAL INSTITUTE OF TRIBAL STUDIES
RAJIV GANDHI UNIVERSITY
 Rono Hills, P.O. Doimukh- 791 112
 (Arunachal Pradesh)

No.RGU/AITS/CFEL-21/2013

Dated: January 16, 2020

NOTICE INVITING QUOTATION

The Director, Arunachal Institute of Tribal Studies Rajiv Gandhi University, Rono Hills, Doimukh, Arunachal Pradesh, 791112, invites sealed quotations on single bid system for procurement of equipments. Last date and time of submission of quotations is 5th February 2020 at 4:00 pm.

Sl. No	Particulars	Quantity	Detail specifications
1.	Drybox	1	ANDBON AD-80S 80 Litres CNC Humidity Control Dry Cabinet
2.	Lapel Mic	1	Sennheiser EW 112P G4
3.	Light	1	Aputure Amaran AL-F7 On-Camera Variable Color LED Light (3200 to 9500K)
4.	Battery for Light	3	Sony NP-F970 Battery
5.	Battery Charger	1	Watson Duo LCD Charger for L & M Series Batteries
6.	DSLR Microphone	1	Rode VMGO Video Mic GO Lightweight On-Camera Microphone Super-Cardioid
7.	Cables/Adapter	1	USB C HDMI Adapter for MacBook Pro 2018/2017/2016, 6 in 1 USB-C to HDMI Output, Sd+Microsd Card Reader and 2-Ports USB 3.0 with USB-C Power Pass-Through Port (USB-C to 2USB+SD/TF+HDMI+PD) By Mokin
		1	Priety HDMI to VGA 1080P HDMI Male to VGA Female Video Converter Adapter Cable for PC Laptop HDTV Projectors and More Devices with HDMI Input (Black)
8.	Pen Drive	12	SanDisk Ultra USB 3.0 Flash Drive. 32GB (SDCZ48-032G-135/SDCZ48-032G-UAM46) USB 3.0 Flash Drive (Black)

9.	PA System (Speaker)	1	Bose S1 Pro Bluetooth Speaker System w/Battery
10.	Personal Computer	4	Dell Inspiron 3470 8th Generation Core i5 Desktop / 8GB RAM / 1TB HDD / Windows 10+MS Office / 19.5" Monitor Black
11.	UPS	5	APC Back-UPS BX1100C-IN UPS
12.	Projector	1	BenQ MW526 Projector HD with Full 3D Projector
13.	Hard drive	3	My Book 4TB INDIAHigh Capacity External Hard Drive with Automatic Backup and Password Protection & Hardware Encryption
14.	SD cards	3	Sandisk Extreme Pro 64GB Class 10 UHS-I SDXC Memory Card (SDSDXXG-064G-GN4IN)
		1	Sandisk Extreme Pro 128GB UHS-I SDXC Memory Card (SDSDXXG-128G-GN4IN)
		4	Sandisk Ultra Class 10 UHS-I 16GB SDHC Memory Card
	Micro SD Cards-	2	Micro SD Cards-
	Sandisk 32GB Class 10 Micro SDHC Memory Card with Adapter (SDSQUAR-032G-GN6MA)		
15.	SD Card Case	2	JJC Waterproof Extremely Tough Memory Card Case MC-2 for 4 CF Cards 8 SD Cards

TERMS AND CONDITIONS

1. Bidder should have operational office in Arunachal Pradesh / Assam for last 5 years.
2. Documents in support of their existence in Arunachal Pradesh / Assam such as GST registration, PAN card, company registration and trading license must be submitted along with the bid.
3. The rates quoted must be in net, inclusive of taxes, packaging, forwarding, freight, installation (physical only) and all other incidental charges. The price bid should be submitted as per the prescribe format of this "Notice Inviting Quotation" only. Any deviation from the prescribed format is liable to be rejected.
4. Quote the Core price & Tax, Duties, Discount etc. separately. All rates quoted should be F.O.R destination (Rajiv Gandhi University, Doimukh) with breakup Vague / Ambiguous terms like "Packing, forwarding, clearing, installation charge etc" without mentioning the specific amount shall not be accepted. The taxes / duties / discounts if applicable are to be explicitly and separately shown in the

quotation and under no circumstances these components shall be added to the basic price and shown as single price. Bidders shall indicate their rates in clear / legible figures as well as in words and should not contain overwriting.


5. Sealed quotations should be addressed to “**The Registrar, Rajiv Gandhi University, Rono Hills, Doimukh – 791112, Arunachal Pradesh**”.
6. Sealed quotations should be submitted to “**The Director, Arunachal Institute of Tribal Studies (AITS), Rajiv Gandhi University, Rono Hills, Doimukh – 791112, Arunachal Pradesh**” before due date and time. No bid shall be accepted / received after the due date and time.
7. An amount of Rs. 2000/- (Rupees Two Thousand) only in the form of DD/Banker's Cheque favoring **Registrar, Rajiv Gandhi University** payable at SBI Itanagar/Naharlagun should be submitted along with the bid as processing fees which will be not be refundable.
8. The bidder should quote the products strictly as per the tendered specifications. NO deviations in the specifications of the items would be accepted. Quotations not adhering to the specification will out rightly be rejected.
9. Bidder selected as L1 should submit Bid Security of 2% of unit cost of every quoted item favoring **Registrar, Rajiv Gandhi University** payable at SBI Itanagar/Naharlagun or Vijaya Bank Itanagar/Naharlagun prior to issue of supply order.
10. The equipment and its components under the purchase order when installed shall be warranted for the quality workmanship trouble free operation and performance for a period of at least 1 year from the date of putting the system into operation at Rajiv Gandhi University. If any item covered under warranty fails the same shall be replaced free of cost including all the applicable charges including shipping cost both ways.
11. All the quotations must be supported by the printed technical leaflet / literature and the specifications mentioned in the quotation must be reflected / supported by such printed technical leaflet / literature. For easy reference the model and specification quoted should invariably be highlighted in the leaflet / literature.
12. Dealers or agents quoting on behalf of Manufacturer must enclose valid dealership certificate.
13. The offers received through telex / tele-fax / e-mail will not be accepted by the University under any circumstances.
14. The University shall not be responsible for any delay / loss or non-receipt of tenders by post / courier service.

15. No unsolicited correspondence shall be entertained after the submission of the offer. The bidders shall make no enquiry during the course of evaluation of the tender until a final decision is conveyed to the successful bidder. However, the purchase committee or its authorized representative can make any enquiry / seek clarification from the bidders. In such a situation the agency shall extend full cooperation. The bidders may also be asked to arrange demonstration of the offered items in a short notice as such the bidders have to be ready for the same.
16. The items should be delivered within 15 (fifteen) days from the date of issue of purchase order. All aspects of safe delivery shall be exclusive responsibility of the vendor. For sophisticated equipment the package will be opened only in the presence of University representative and vendor's representative. The intact condition of package and the seal/indicators for not being tampered with shall form the basis for certifying the receipt in good condition.
17. Part delivery is not allowed.
18. All the terms and conditions mentioned herein must be strictly adhered to by all the vendors. Conditional tenders shall not be accepted on any ground and shall be rejected straightway. Printed conditions mentioned in the tender bids submitted by vendors will not be binding on the University.
19. Late and delayed tender will not be considered. In case any unscheduled holiday occurs on the prescribed closing/opening date the next working day shall be the prescribed date of closing/opening.
20. Additional terms and conditions will be incorporated in the purchase order if needed to safe guard the interests of the University.
21. Tender is not transferable.
22. Extra charge for installation & demonstration shall not be paid by Rajiv Gandhi University.
23. The rates/amounts should be indicated in both figures and words. The rates and units shall not be over written. All corrections must be signed in full by the firms.
24. In case of any dispute in respect of the tender all legal matters shall be instituted within the jurisdiction of the place where the purchaser ordinarily resides.
25. The University may terminate the bid/supply order in whole/part and forfeit the Bid Security/EEMD in case the supplier/vendor fails to meet the terms and conditions.

26. Incomplete proposals and quotations received after due date shall not be entertained.
27. Self-attested copies of valid Dealership Certificate, certificate of GST No. PAN No., and Trading License must be enclosed along with the tender.
28. No payment will be made for unsatisfactory supply.
29. Any offer containing incorrect and incomplete information shall be liable for rejection.
30. Rajiv Gandhi University, Doimukh reserves the right to accept / reject any offer in full or in part or accept any offer other than the lowest offer without assigning any reason thereof.

Note:

31. Last date and time of receipt of quotation: **5th February 2020**


(Prof. S. Simon John)
Director, AITS, RGU