

ASSAM AGRICULTURAL UNIVERSITY
Khanapara-781022

BIDDING DOCUMENT
(Terms and conditions)



DIRECTORATE OF RESEARCH (VETY.)
ASSAM AGRICULTURAL UNIVERSITY
Khanapara-781022

**DIRECTORATE OF RESEARCH (VETY)
ASSAM AGRICULTURAL UNIVERSITY :: KHANAPARA-781022**

No. : 99/DRV/361/3/NIQ/2023-24/ 2798

Dated: 12.09.2023

NOTICE INVITING QUOTATION

Sealed quotations are invited from reputed manufacturer/authorized dealer/suppliers under Double Bid System for installation and commissioning of A audio/video conferencing system for the RGM funded project "Implementation of IVF technology under RGM at CVSc, AAU, Khanapara & Establishment of Professional training Institute at LCVSc, AAU, Lakhimpur".

The Tender documents may be obtained from the office of the undersigned during the office hours on payment of Tender fee of Rs 300/- (Rupees Three Hundred) only in the form of Demand Draft to be drawn in favour of DIRECTOR OF RESEARCH (VETY), AAU, KHANAPARA payable at SBI, Khanapara Branch. The Tender Documents may also be downloaded from the website www.aau.ac.in and www.vetbifg.ac.in subject to the condition that the bidders must have to submit the Tender fee Rs 300/- along with the quotation, without which the tender/ quotations will be rejected. The tenders/quotations will be received up to 4:00 pm of 3/10/2023. The undersigned reserves the right to accept or reject any or all the quotations without assigning any reason thereof. **The manufacturer/authorized dealer/suppliers who have already participated in the last tender process for the same as per NIQ memo No. 99/DRV/361/3/NIQ/2023-24/982-989 Dated: 16/06/2023, are not required to submit the tender again.**

Sd/-

Director of Research (Vety)
Assam Agricultural University
Khanapara, Guwahati-781022

Memo No.: 99/DRV/361/3/NIQ/2023-24/ 2799-2806

Dated: 12.09.2023

Copy for information and necessary action to

1. The Comptroller, Assam Agricultural University, Jorhat-13
2. The Professor in Charge, AKMIT Cell, AAU, Jorhat/Khanapara. He is requested to upload the NIQ in the website.
3. The Nodal Officer, RGM Funded Project "Implementation of IVF technology under RGM at CVSc, AAU, Khanapara & Establishment of Professional training Institute at LCVSc, AAU, Lakhimpur", Department of ARGO, College of Veterinary Science, AAU, Khanapara.
4. HOD, Department of ARGO, College of Veterinary Science, Assam Agricultural University, Khanapara, Ghy-22
5. The Advertisement manager, The Assam Tribune Pvt. Ltd./ Niyomiya Barta with a request to publish the above Advertisement in one issue of your paper and submit the bill in favour of Director of Research (Vety.), Assam Agricultural University, Khanapara with copy of the Advertisement for payment.
6. Office Copy


Director of Research (Vety.)
Assam Agricultural University
Khanapara, Guwahati-781022

TERMS AND CONDITIONS


1. The quotation fees of Rs.300/- (Rupees Three hundred only) in favor of DIRECTOR OF RESEARCH VETY is not refundable. Those who will submit the quotation by downloading the tender documents, they must have to submit the quotation fee in the form of Demand Draft along with the quotation without which quotation will be rejected.
2. The bidder shall enclose the earnest money 4% for items of Rs. 10,00,001 and above, 3% for items of Rs. 5,00,001 to Rs. 10,00,000 and 2% for items of upto Rs. 5,00,000 of the quoted price in the shape of DD drawn in favor of the DIRECTOR OF RESEARCH VETY, payable at SBI, Khanapara Branch. The bids that are not accompanied by the aforesaid bid security will not be accepted. The details of bid security must be provided. The bid security of the unsuccessful bidders will be released after issuing supply to the successful bidder and the bid security of the successful bidder will be released after execution of the order.
3. The tender fee and EMD are exempted for those who have registered under department of Micro, Small and Medium Enterprise (MSME) as per rule 170 of GFR 2017. They should enclose the copy of the registration certificate unless the bid documents treated as invalid.
4. The bidder should provide EMD against each item in a seal envelop. The quotation shall be sealed and super scribed at the top of sealed cover "Quotation for equipment invited vide memo no.No.99/DRV/361/3/NIQ/2023-24/ Dated:
5. Quoted price: To facilitate format evaluation, the bidder shall quote the price of items separately along with relevant papers for supporting the quoted price such as catalogue, dealership certificate and Co's printed price list, user list etc. failing which the bid shall be treated as non-responsive at the discretion of the purchaser.
6. The bid submitted to the bidder shall remain valid for a period of 90(ninety) days. Bid not conforming to this provision shall be treated as non-responsive.
7. To facilitate prompt evaluation, the bidder must positively submit **Double Bid (Technical and financial bid separately)** for the item for verification and evaluation. If the bidder fails to qualify the technical part, the bid would automatically get cancelled for the same prior to opening of the financial bid.
8. Quotation must also be submitted in a soft copy in CD (to supporting Microsoft words only) in the following format failing which the bid treated as non-responsive, at the discretions of the purchaser. In case of any optional items, pictures should be shown separately. Any discrepancies in the soft copy will be there responsibility of the bidder.

Format

Name of Item	Brief Specification	Unit Price	GST/Freight Charge if any(FOR Destination)	Total
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9. The rate shall be quoted for all duties, taxes and other levies payable by the bidder shall be included in the item rate. GST should be quoted separately(GST No. must be furnished)
10. There should not be any overwriting. Corrections, if any, should be made with dated initial of bidder. Bidder shall submit quotation separately in each item.
11. Rates should be quoted clearly both in words and figures separately for each item without which the quotation shall stand rejected.
12. The price quoted shall be fixed and not subject to adjustment/variation during the performance of the contract.

13. The warranty of the items shall be as per the prevailing warranty policy/certificate of manufacturer (where necessary) for the items and warranty period shall not be less than 6 (six) months from the date of commission in go items at site. The supplier must provide a user's list of similar works with valid certificates.
14. The bidder shall furnish the warranty for all the items at the time of delivery and commissioning. The purchaser shall reject the items not enclosed by warranty certificate from their manufacturer. The warranty certificate should be duly signed and sealed.
15. Bidders must supply the items at their own cost. All machineries/equipments/kits are to be supplied FOR destination. Delivery of goods shall have to be completed within 30 (thirty) days from the date of issuing supply order.
16. Installation and commissioning charges, if any, inclusive of expenses of foundation work etc. are to be mentioned separately against each machine. In case of no mention, the same will be considered as inclusive of installation cost when ever applicable.
17. The machineries are to be supplied ready to operate, complete with motor, starter and any necessary gadgets including catalogues, troubleshooting manual etc. without which the same will be considered as incomplete supply.
18. List of spare parts with current price to be required during operation of the machines and addresses of the source of spare parts availability including contact no., e-mail etc. are to be provided in a separate sheet.
19. Price of one set of critical wearable spares that would hamper the working of the machineries/equipments should be mentioned separately against each machine.
20. The supplier shall provide free maintenance services during the period of warranty. Any repair and maintenance including providing of spare parts (covered by manufacturer's warranty certificate) during the warranty period shall be bidder's responsibility.
21. Detailed specification with make, model, size, and code no., catalogue, and name of manufacturer should be furnished. ISO certificate must be furnished for the offer make where applicable.
22. Copies of S.S.I registration or such documents may be produced with quotation.
23. Attested copies of dealership certificate and Co's printed price list must be enclosed with the quotation.
24. Up-to-date sale Tax clearance certificate and Income Tax return of last three years duly attested must be submitted along with the quotation. PAN No. must be furnished.
25. All payment shall be made preferably in Indian Rupees only.
26. Where ever the laws and regulations require, deduction of taxes at source of payment, the purchaser shall effect such deduction from the payment due the supplier, the remittance of amounts so deducted and insurance certificate for such deduction shall be made by the purchaser as per the laws and regulation in force.
27. Every page of the bidding documents purchased from the purchaser are to be signed by the bidder including their acceptance of terms and conditions and returned with their quotation.
28. The undersigned reserves the right to accept or reject any quotation and to cancel the instant bidding process and reject all quotation at any time prior to award of contract, without thereby incurring any obligation to the affected bidders of grounds for the purchaser action.
29. The bidder must mention their bank details along with the quotation.
30. The manufacturer/authorized dealer/suppliers who have already participated in the last tender process for the same as per NIQ memo No. 99/DRV/361/3/NIQ/2023-24/982-989 Dated: 16/06/2023, are not required to submit the tender again.


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ANNEXURE -I
Format for EMD Details

Sl. No	Sl. No of the item (as per bid document)	Name of the item quoted	Basic price of the item (excluding taxes and transportation charges)	Price in Indian rupee (for imported items at the prevailing rate of exchange)	Amount of EMD (4% for items of Rs. 10,00,001 and above, 3% for items of Rs. 5,00,001 to Rs. 10,00,000 and 2% for items of upto Rs. 5,00,000)	Details of EMD submitted including amount and validity

Annexure-II
FORMAT FOR COMPLIANCE STATEMENT

Sl. No	Name of the Item as per Bid Document	Make: Model:	
Detailed Specification:			
Sl No.	Specification Asked for	Specification offered*	Complied (Yes/No)

*The Specification offered must be verifiable from the data sheet (both softcopy and hardcopy) from the OEM, provided by the vendor as well as the official website of the OEM.

FORMAT FOR QUOTATION
(Separate Quotation for individual items to be submitted)

Sl. No	Name of the item (s)	Brief Specification	Unit price	% of GST/Freight charge/Installation Charge; if any (FOR Destination)	Total amount

We agree to supply the above items in accordance with the technical specification mentioned. We also confirm that normal commercial warranty/guarantee of _____ months shall apply to the offered goods.

Quotationers Name:

Signature

Date:

Seal

TECHNICAL SPECIFICATIONS OF EQUIPMENTS

SL. No	Name of the item	Specification
1	A audio/video conferencing system	<ul style="list-style-type: none"> To accommodate a minimum of 15 people and a minimum of 20 live attendees A Low Maintenance, Easy to Shift Systems preferred and preferably Non-Chinese Brands
	a. PTZ camera	<ul style="list-style-type: none"> Ultra-HD imaging system that supports 4K, 144p, 1080p, 900p, 720p, and SD at 30fps 1080p, 720p at 30fps and 60fps
	b. Conferencing system	<ul style="list-style-type: none"> Goose microphone with delicate and chairman. Having the features of – Enables chairperson to mute microphones of participants “Possible-To-Speak” indicator “Request-To-Speak” indicator Headphone socket with built-in volume control Gain reduction due to number of open microphones Sample rate minimum 44.1 kHz Frequency response minimum 30 Hz to 20 kHz Control unit that supports maximum number of Discussion Devices (without Extension Unit) 40 Discussion Devices Having the features of - Intuitive control of microphone operating mode and loudspeaker volume via front panel capacitive buttons Built-in Digital Acoustic Feedback Suppression (DAFS) Energy saving mode for cost minimization and prolonged life-time 15W Cabinet Speaker Having the features of- High-fidelity music and speech reproduction ABS enclosure, U bracket mounting Amplifier Having the features of- 120W Mixer amplifier with built-in USB/Bluetooth feature for audio streaming 4 microphone/line inputs, plus music source input Extension Cable
	c. Display	<ul style="list-style-type: none"> 75-98 Inch 4k Ultra HD TV non-Chinese brand
	d. Backup	<ul style="list-style-type: none"> 1Kva Online UPS Power Backup of 15-20 Mins Backup for whole system
	e. System/PC	<ul style="list-style-type: none"> CPU i5 11th gen RAM 3200Mhz ddr4 16gb SMPS 550 Watt GPU 1650 Super Wireless Keyboard and mouse, or higher configuration Wifi enabled multifunction color Printer
	f. High Speed Fiber internet Subscription Plan	<ul style="list-style-type: none"> Minimum 10 mbps dedicated or Minimum 100 mbps shared internet