



MAHARASHTRA NATIONAL LAW UNIVERSITY, NAGPUR

Moraj Design and Decorator (DnD) Building, Near Oil Depot,
Mihan Fly Over, Wardha Road, Khapri,
Nagpur-441108 Maharashtra, India

Short Tender No. 2/2018

MNLU, Nagpur invites sealed quotations in two separate envelopes from Original Equipment manufacturers or from authorized distributors of OEM's for Supply of **HP Pro One 400 20" All-In-One Desktop Machines (30 No's)** as per Terms and Conditions mentioned in the Tender Document.

Release of Tender Form	May, 14, 2018
Last date of submission of Tender	May 18, 2018 12:00 Noon
Date of opening of Technical Bid and Financial Bid	May 18, 2018 2:00 p.m.
Tender Document	Rs.500

Sr. No.	Particulars	Annexure
1	Technical Compliancy Report form of Supply of HP ProOne 400 20" All-in-One Desktop Machines (30 No's).	I
2	Price Bid	II

Method of submission of Quotations in Two Separate Envelopes

FIRST ENVELOPE – 'Technical Bid' should contain the following:

Subscribe on **FIRST ENVELOPE – Technical Compliance Report for Supply of HP Pro One 400 20" All-In-One Desktop Machines (30No's)** for MNLU, Nagpur and write your Company Name & Address at the bottom of envelope for identification.

- (a) **Tender document purchase bill of Rs. 500 in the form of Receipt / DD in favor of Registrar, Maharashtra National Law University, Nagpur** should be enclosed with the technical bid. If you are depositing **Cash, then enclose Original Cash Receipt** in to this envelope and retain a photocopy of the Cash Receipt with you
- (c) The **Technical Compliance Report for Supply of HP Pro One 400 20" All-In-One Desktop Machines (30No's)** (Annexure I) is enclosed with this Enquiry. The form to be filled in indicating your Company profile and

02/04/18



signed by your authorized representative and to be attached in the First Envelope – Technical Bid.

- (d) Please note that, Tax related concessional forms will not be provided by University.
- (e) Please attach attested photocopy of your PAN Card.
- (f) Please confirm that the quote / price for all the ITEMS have been mentioned in the “Price Bid.”
- (g) Please confirm that the amount mentioned, in the Price Bid (Kept in the “Envelope Two”) is unconditional in nature. Accordingly, it shall be treated as “Unconditional Offer”.
- (h) Please confirm that the price is not to be mentioned in the Technical Bid.
- (i) The format of Declaration/Acceptance undertaking (Annexure I) is also enclosed with this enquiry. The same should be signed by your authorized representative and attached with Technical Bid.

Note: As part of/along with your Technical Bid, please submit Registration Certificates, OEM Authorization Certificates (recent) OEM partnership Agreement’s, if any as applicable. MNLU, Nagpur may visit the facility of Bidders to assess suitability as part of Technical Evaluation of bids.

SECOND ENVELOPE– “Price Bid” will have following:

- (a) On the Second Envelope – write “**Tender for MNLU, Nagpur** and also mention your Company’s Name & Address at the bottom of the envelope.
- (b) Please fill up enclosed Price Bid Form (Annexure II) and keep in the Second Envelope– Price Bid. The Price Bid must be signed by your authorized representative bearing Company Seal.
- (c) EMD (Earnest Money Deposit) by Demand Draft equivalent of 1% of the total amount of the bidden amount, must be enclosed with price bid. EMD paid by way of Cheque will not be accepted. Please enclose the DD in original favoring Registrar Maharashtra National Law University, Nagpur. Firms / Vendors registered with the NSIC or MSME or SSI are exempted from submission of EMD. Firms / Vendors registration certificate in above respect will be essential to claim exemption.
- (d) **Alternatively**, you can use your Company letter head for Price Bid but it has to be typed in the manner/format shown in our Price Bid Form.
- (e) Corrections / Overwriting’s in bids are not permitted. In case if there is any correction/overwriting, then the said bid would be disqualified.

*The Two separate sealed envelopes (i.e. one envelope for the technical details and second envelope for the price details) may be inserted in a master envelope superscribed with “**Bid for Tender no..... for MNLU, Nagpur**” for Supply of HP Pro One 400 20” All-In-One Desktop Machines (30 No’s) and should be submitted at the following address:*

The Registrar,
Maharashtra National Law University, Nagpur
Moraj Design and Decorator (DnD) Building,
Near Oil Depot, Adjacent to Mihan Fly Over,
Wardha Road, Khapri, Nagpur-441108,
Maharashtra, India



General Conditions

- 1) Bidder shall submit Firm's registration certificate, GST registration certificate, Delivery Period, Warranty/Guarantee, others etc. with the bid.
- 2) Each Vendor shall submit only one quotation. All the information shall be furnished by the vendors as per University's prescribed format. Any other format will lead to disqualification. Each and every document should be submitted duly signed and stamped. Incomplete or Conditional Quotation(s) will not be accepted.
- 3) **Educational Discount:** Maharashtra National Law University, Nagpur is an Institute of National Importance engaged in Education & Research the Vendors shall give / offer the special educational discount on quoted rates.
- 4) The Firm/Company Bank/RTGS/NEFT/ECS details must be submitted along with the Quotation/Tenders on the letter head.
- 5) Information brochures/Product catalogue, if any must be accompanied with the quotation clearly indicating the model quoted for.
- 6) **Client List:** Bidder shall furnish information of Client list along with the order copy of similar good/s equipment supplied to any Govt. Educational Institution/any Govt. Organization including details of price & all other charges/ duties with the bid.
- 7) **Taxes:** GST or any other taxes as per Govt. norms shall be applicable from time to time. The % of Tax must be indicated separately in the quotation.
- 8) **Delivery of Goods:** Vendor shall deliver/supply the goods within **4(Four) weeks** period from the date of receipt of purchase order. Goods shall be supplied / delivered by the vendor / bidder at the University free of cost on working days. Vendors shall deliver the material strictly as per the delivery schedule given in P.O.
- 9) If the supplier fails to deliver the material/goods with the stipulated delivery period, then Amount of EMD given by the Vendor shall be forfeited. In case of Supplier [registered with MSME/NSIC/SSI etc.] not required to submit the EMD, the University reserves the right to initiate action including reporting to Principal Govt. Authorities.
- 10) **Valid Period of Quotation/Offer:** The quotation/offer shall be normally valid for a period of 180 days from the date of opening the tender.
- 11) **Rate Contract:** If any of the items/material mentioned are already under the GEM rate contract, you are requested to give us the advantage of the contract rates as MNLU, Nagpur is an Educational Institute established by the Government of Maharashtra.
- 12) **Installation/Testing:** Goods / Equipment's shall be delivered / installed the University by the Bidder at free of cost. Installation & testing of good/s supplied should be completed preferably within 7 days of supply of goods.
- 13) **Payment:** The University will release full & final (100%) payment after delivery of items and its successful installation/demonstration at the University. The vendor will be required to submit the bills in triplicate along with delivery memo. Payment will be made through Crossed Cheque/ECS/NEFT.
- 14) **Guarantee/Warranty:** Normal comprehensive **Warranty/Guarantee of 3 Years** shall be applicable to the supplied goods. In case any part or whole of

02/04/2019



the equipment is found to be defective during the guarantee period, then the same will have to be replaced/repared free of cost at University by the Vendor.

- 15) The final authority to accept/reject/suspend the bid's or bidding procedure is the Vice-Chancellor, Maharashtra National Law University, Nagpur.



amclark

(Annexure-I)

Technical Compliance Report Form for Supply of
HP Pro One 400 20" All in One Desktop Machines (30 Nos.)

Tender No.MNLU, Nagpur

Component Type	Specification	Compliance
Processor		
Processor Brand	Intel	
Processor Name	Intel Core i5-7600T	
Processor Variant	Seventh Generation	
Memory		
RAM Size	4 GB	
RAM Type	DDR4	
Expandable memory	Up to 32GB	
Memory Slot	Yes	
Storage		
Hard Disk Size	1 TB	
Speed	7200 rpm	
Hardware Interface	SATA	
Monitor	20" or above	
Platform		
Operating System	Windows 10 pro	
Software	Windows Office 2016 Pro	
Ports		
USB 2.0	4	
USB 3.0	1	
Headphone Jack	Yes	
Communications	WLAN: Intel 7265 802.11ac wireless M.2 with Bluetooth; Intel 3168 802.11ac wireless with M.2 and Bluetooth	
Microphone Jack	Yes	

amdar/s



VGA	Yes	
HDMI	Yes	
Graphic Card Details		
Graphic card capacity	On Board	
Optical Disk Drive		
Optical Drive Type	Yes	
Read/Write Speed	16X	
Camera	1 MP Webcam	
Warranty		
Warranty Period	3-3-3 Onsite Warranty	

Company Seal with Signature

am/2015



(Annexure-II)

Price Bid Form

Tender No.MNLU, Nagpur

Supply of HP Pro One 400 20" All in One Desktop Machines (30 Nos.)

Sr. No	Description	Pricing*
1	Supply of HP Pro One 400 20" All in One Desktop Machines (30 Nos.)	

*The duties, taxes and other levies payable by the vendor shall be shown separately in bidding document. The basic price per unit should be separately mentioned. Duties & Taxes viz. Custom, GST, Freight / Transportation, Packing & Forwarding, Insurance, Price Ex-Works etc. shall be indicated separately.

Company Seal with Signature

amla/s

