



# COLLEGE OF DAIRY & FOOD TECHNOLOGY (CDFT)

(Rajasthan University of Veterinary & Animal Sciences, Bikaner)

NH-21, Agra Road, Bassi, Jaipur (Raj.)



॥ अन्नं न निन्द्यात् तद् व्रतम् ॥  
Prof. (Dr.) D.S. Meena  
DEAN



। पशुधनं नित्यं सर्वलोकोपकारकम् ।  
Mb. No. - 9414250161  
E-mail: - cdftbassi@gmail.com

No. F. ( )/CDFT/2023-24/ 1715-1719

Date: 23-02-2024

## Tender Notice No. L-01

(Limited Tender - Year 2023-24)

Sealed Tenders are invited from eligible original manufacturers/ distributors for limited tender in **Single Bid System** for the "Supply and Installation of Branded Desktop PC" Tender application will be open for submission from 24.02.2024 to 02.03.2024 up to (2.00 PM) and after this bids will be opened by tender opening committee at CDFT, Bassi, Jaipur-303301 on same day (02.03.2024) at 03.30 PM onwards.

Detailed Terms and conditions for the tender are available on the State Procurement Portal website <http://www.sppp.raj.nic.in> and the University website [www.rajuvas.org](http://www.rajuvas.org).

S. No.	Product Name	Qty.	Total Estimated Cost with GST (Rs.)	Application Fee (Rs.)	EMD (Rs.)	Tender Start Date	Tender Closing Date	Bid Open Date
1.	Branded Desktop PC (Preferably HP/ Lenovo/ Dell)	3	1,95,000/-	200/-	4000/-	24.02.2024	02.03.2024 02:00 PM	02.03.2024 03:30 PM

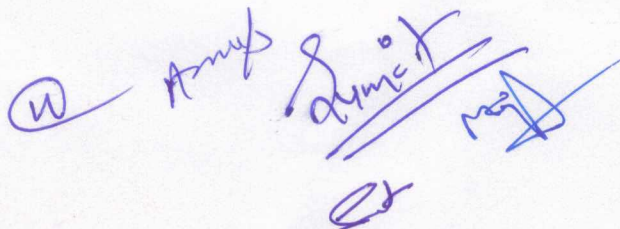
The Dean, CDFT, holds right to reject one or more tender. The Bids/ Tenders not fulfilling prescribed terms & conditions or submitted after due date shall be rejected.

  
DEAN

### Copy to:-

1. P.S. to VC, RAJUVAS, Bikaner, for kind perusal of Hon'ble Vice-Chancellor.
2. The Comptroller, RAJUVAS, Bikaner.
3. The Nodal Officer (Website), RAJUVAS, Bikaner for uploading the Limited Tender Notice-01 (2023-24) with Tender Documents on RAJUVAS website.
4. College Notice Board.
5. Guard File.

  
DEAN



# College of Dairy and Food Technology, Bassi, Jaipur

{Under Rajasthan University of Veterinary and Animal Sciences (RAJUVAS)}

NH-21, Agra Road, Bassi, Jaipur-303301

No. F. ( )/CDFT/2023-24/ 1715-1719

Date: 23-02-2024

## LIMITED TENDER APPLICATION FORM

**LIMITED TENDER for "SUPPLY & INSTALLATION OF BRANDED DESKTOP PC"**

### **LIMITED TENDER No: L-1**

(Financial Year 2023-24)

#### **PART-A (for Office Use only)**

- |  |                                  |
|--|----------------------------------|
| 1. Limited Tender Notice No. L-1;      | 23.02.2024                       |
| 2. Date of Start of Tender Application | 24.02.2024                       |
| 3. Last Date for Tender Submission:    | 02.03.2024 up to 2:00 PM         |
| 4. Place to submit Bids:               | Dean Office, CDFT, Bassi, Jaipur |
| 5. Date of Opening Bids:               | 02.03.2024 at 3:30 PM            |

**Accountant, CDFT, Jaipur**

Cost of Tender Document: **Rs. 200** (Rupees Two Hundred Only)

Earnest Money Deposit (2% of estimated value): **Rs. 4000/-** (Rupees Four Thousand Only)

Bank Demand Draft in favor of "**DEAN, CDFT, Bassi**" payable at JAIPUR

#### **PART-B (to be filled by the Bidder Firm only)**

1. Name of Firm:
2. Name of Contact Person (Authorized Bid Signatory):
3. Address with PIN code:
4. Mobile No and Telephone (with STD Code)
5. E-Mail ID
6. Website (if any):

Date: .....

Signature

for M/s.....

**For any Information / Clarification, please Contact:  
The DEAN, College of Dairy and Food Technology, Bassi,  
NH-21, Agra Road, Jaipur-303301 (Rajasthan)  
Email: [cdftbassi@gmail.com](mailto:cdftbassi@gmail.com)**

**LIMITED TENDER NOTICE No: L-1**  
(Financial Year 2023-24)

**LIMITED TENDER ENQUIRY for "SUPPLY & INSTALLATION BRANDED DESKTOP PC"**

Dear Sir/ Madam,

The CDFT, Jaipur, invites sealed bids from eligible original manufacturers/ authorized supplier distributors for a Limited Tender in **Single Bid System** for the "**supply & installation Branded Desktop PC**" from your ready stock, under a sealed cover to the undersigned latest by **02.03.2024 up to 2:00 PM**. The bids shall be opened by the Tender Opening Committee at CDFT, Bassi, NH-21, Jaipur- 303301 on the same day from **4:00 PM** onwards.

The detail of the items required is presented below: -

S. No.	Product Name	Specifications	Qty.	Estimated Cost with GST
1.	<b>Branded Desktop PC (Preferably HP/ Lenovo/ Dell)</b>	<ul style="list-style-type: none"><li>• Screen display size: 21" or Higher, Full HD Antiglare LED backlight</li><li>• Processor Type: Intel Core i5 Processor 12<sup>th</sup> generation / Ryzen 5</li><li>• Motherboard with OEM logo embossed on the motherboard (No Sticker)</li><li>• Intel® UHD Integrated graphics with the shared graphics memory</li><li>• RAM Size 8 GB or Higher</li><li>• Storage: 512 GB SSD or Higher</li><li>• Number of USB Port 3.2/2.0: 4 or Higher</li><li>• 1 VGA, 1 HDMI, Audio video jack</li><li>• 64 Bit Operating System: Genuine Licensed Windows 11 Home, Genuine Microsoft Office 21</li><li>• Wireless Connectivity: 802.11ac or Higher</li><li>• Bluetooth: Version 5.0</li><li>• No. of Ethernet Port: 1 or Higher</li><li>• Input Devices connectivity: Wired Keyboard and Mouse with pad.</li></ul> <p><b>Accessories Required</b></p> <ul style="list-style-type: none"><li>• One 7-user packs of Quick Heal Total Security Antivirus 3 years.</li><li>• No. in 6 Full HD Webcam (Logitech/ HP/ Lenovo) 720p or Higher, Autofocus with each PC</li><li>• 6 Extension Board: 4 Socket with fuse (Capacity 16 A), 2-4 meter Long wire</li><li>• 3 nos SSD: 512 GB NVMe</li><li>• The Desktop PC should be supplied complete in all respects like appropriate universal power supply, original Monitor cover, operating instructions, quick guide, CE Certified</li></ul> <p>In the case of a Branded Desktop PC (Assembled PC/ Refurbished not required) - Authorization from the original manufacturer would be mandatory. Warranty: 3 years CMC including every critical part/Item (Software and Hardware) would be mandatory for the Local service provider to be ensured by the bidder.</p>	3	1,95,000.00

*(Handwritten signatures and initials in blue ink)*

## TERMS & AND CONDITIONS OF THE LIMITED TENDER

1. If the firm is participating in the Tender, it will be assumed that all terms & and conditions of the University/ Institute/ College are acceptable to the firm.
2. **Tender Application Form & Application Fee:** The tender document may be downloaded from the University Website [www.rajuvas.org](http://www.rajuvas.org) and the Rajasthan state portal <http://spppl.raj.nic.in>. The tender form will not be sent by post. The prescribed Tender Application Fee of **Rs 200/-** through a Bank Demand Draft in favor of "**Dean, CDFT, Bassi**" and payable at "Jaipur". Only those who quote for all the items shall be considered eligible.
3. **BID Submission:**
  - a) Interested Bidders are requested to **submit their bids** duly sealed in separate envelopes labeled as "**Limited Tender for "supply & installation Branded Desktop PC"**".
  - b) Bidder shall ensure that their bids, complete in all respects, are submitted to **The DEAN, College of Dairy and Food Technology, NH-21, Agra Road, Bassi, Jaipur-303301 (Rajasthan)**, to reach the College **latest by 02.03.2023 up to 2:00 PM**, failing which the bids will be treated as late and Rejected.
  - c) The bid submitted by Telex/Telegram/Fax/E-mail etc. shall not be considered. No correspondence will be entertained on this matter.
  - d) The bid not submitted, in for all the listed items / not in prescribed formats / incomplete in details is liable for rejection. Bid received without separate Sealed Envelopes as mentioned above will not be accepted. The offer should be complete in all respects and contain all information asked for the offer should include all components asked for that are as follows:
    - **Annexure I** - Covering / Acceptance Letter
    - Cash Receipt / Demand Draft of **Rs. 200/-** for Tender Application Fee.
    - Separate Demand Draft/Receipt of **Rs. 4000/-** for EMD Amount.
    - **Annexure II** - Bank Details for Third-Party Online Payment
    - **GST Registration No./ PAN No.** (Copy to be enclosed)The Price should give all relevant price information as per *Annexure III*. The Bid Form must be filled in completely, without any errors, erasures or alterations. The Commercial offer must not contradict the technical offer in any way.

The prices must be quoted **F.O.R. CDFT, Bassi, Jaipur-303301** and must be given in **Indian Rupees (INR) only**. Bids in Foreign Currency shall be rejected. Rate quoted for the items should be inclusive of all taxes and statutory levies, if any. The Form of Annexure-III must be filled in completely, without any errors, erasures or alterations.
4. **Alternate Proposal /Modifications in Same Bid (Not Allowed):**
  - a) The quotations submitted should be for a fully functional accessory/item/ instrument along with all required parts/accessories for its functional use. Any counter proposals or Modifications by the Tenderer will NOT be acceptable.
  - b) Only one proposal must be submitted for each item/ instrument in a single Tender. In case of offering multiple options for a single item/instrument, the tender of the firm for that particular item/instrument shall be technically rejected.
  - c) Alternative specification also will NOT be acceptable.
5. **Earnest Money (EMD):** An Earnest Money Deposit of **Rs. 4000/-** (Rupees Four Thousand Only) must be enclosed with the Tender through a Demand Draft issued by a reputed Bank drawn in favor of "**DEAN, CDFT, Bassi**", payable at **Jaipur**. It should be valid for at least 90 days. Bid received without Earnest Money Deposit will not be considered. The EMD of unsuccessful bidders shall be returned without any interest after the process of bid is over.

In case of successful bidder withdraws his offer within the validity of bid OR does not honor his commitment within the validity of bid and back out after placing the order with him, the EMD will be forfeited. For successful firm EMD will be released only after the successful completion of the warranty period.
6. **Bid Security:** **Bid Security** shall be 5% of the tender value. The lowest bidder has to pay bid security after adjusting of Earnest money. Bid security shall be returned after the guarantee/ warranty period. No interest shall be payable on bid security.
7. **Period of Validity of Offer/Bids:** - The rates quoted for participation in the tender must be **valid/ binding for a period of at least 90 days** after the last date of submission of Bids/quotations. Quotations that are valid for shorter periods may be rejected by the purchaser as non-responsive. Once the Tender has been accepted, the rates shall remain valid for the period of at least 3 months ending on **31.05.2024** and this period can be extended by mutual agreement.
8. **Warranty:** - **3 years comprehensive warranty (CMC)** including routine service from the date of satisfactory installation at CDFT, Bassi, Jaipur. A comprehensive warranty means the replacement of impaired/ damaged parts of Desktop PC's and its routine service shall be in agreement by the bidder for 3 years.
9. **Correctness and Completeness of the Item:** - The items shall be correct and complete in every aspect with all their necessary parts/accessories for their routine functioning and installation requisites which are normally supplied even though not specifically detailed to the specifications.
10. **Delivery & Installation Period:** -

The CDFT, Bassi, Jaipur would like to have the following schedule for completion of the activities from the date of placement of orders.

- a. Delivery: 07 Days from Receipt of Supply Order.
- b. The bidder shall be responsible for proper packing to avoid damage under normal conditions of transport by sea, rail, and road, or air and delivery of the material in good condition to the consignee at the destination. In the event of any loss, damage, breakage leakage, or any shortage the bidder shall be liable to make good such loss and shortage found at the checking/ inspection of the material by the consignee. No extra cost on such an account shall be admissible.
- c. Part delivery will not be allowed. The DEAN, CDFT will have the discretion to invoke the payment from the Bank or forfeit the EMD for any breach of contract.

#### **11. LIQUIDATED DAMAGES**

- A. **The time specified for delivery in the Bid form shall be deemed to be the essence of the contract and the successful Bidder shall arrange supplies within the stipulated period on receipt of the supply order from the Purchase Officer.**
  - B. **In case of an extension in the delivery period with liquidated damages, the recovery shall be made based on the following percentage of the value of Stores pending to be supplied -**
    - Delay up to ¼ period of the prescribed Delivery period - 2.5%
    - Delay exceeding ¼ but not exceeding ½ of the prescribed delivery period - 5%
    - Delay exceeding ½ but not exceeding ¾ of the prescribed delivery period - 7.5%
    - Delay exceeding ¾ but not exceeding the period equal to the prescribed delivery period - 10%
    - Note: **A fraction of a day in the reckoning period of delay in supplies shall be eliminated if it is less than half a day.**
  - C. **The maximum amount of liquidated damages shall be 10%. Delay in supplies exceeding the period equal to the prescribed delivery period shall render the supply order canceled and any supplies made beyond this period shall be the sole risk of the approved supplier. Dean College of Dairy and Food Technology, (CDFT), Bassi, NH-21, Agra Road, Jaipur-303301, Rajasthan shall not be liable for any payments whatsoever on this account.**
12. An authorization letter from the OEM is required to be submitted on OEM letterhead addressing this tender in case the OEM is not participating directly.
  13. Bidder should be registered with the sales tax/GST department and have a presence in Rajasthan, documentation proof is required.
  14. The **Branded Desktop PC** etc. OEM should have ISO 9001:2008, ROHS Compliance, and ISO 14001:2004 certificates for manufacturing all types of parts from the same OEM. The Bidder/s shall attach a copy of the OEM's ISO Certificate along with the bid.
  15. Bidder and OEM should comply the Rule 13 of the Rajasthan Transparency in Public (RTTP) Rules, 2013, and Government of Rajasthan Notification No. F.2 (1) FD/G&T-SPFC/2017 dated 01.01.2021,15.01.2021 and 30.03.2021 regarding prior registration with Industries department for bidders with beneficial ownership from countries sharing a land border with India, for participation in any public procurement in the State. Documents proof should be submitted along with the Bid.
  16. The Institute is not bound to accept the lowest tender.
  17. Supply will be F.O.R. Central Stores, CDFT, Bassi, Jaipur-303301, and will be subject to the approval of the College/ Concerned department in terms of quality, quantity, performance qualifications, etc.
  18. The decision of accepting authority shall be final as to the quality of stores.
  19. No Advance Payment will be made. The payment will be made after the successful installation of all the commenced work and the bill will be passed by the university's treasury office.
  20. The CDFT, Bassi, Jaipur reserves the right to accept or reject the quotation in part/full at any stage.
  21. The university /Institute (CDFT, Bassi, Jaipur) shall have the power to accept or reject the quotation in part/full at any stage without prior information and any reason, to the tenderers
  22. Tenders must be filled with Ball pens or typed clearly. Those written using pencils or having to overwrite or are unclear to understand will be rejected. No part-offers shall be accepted.
  23. The approved tenderer will not be allowed to sublet the awarded tender to any other person/firm.
  24. In case of any dispute, the area of Jurisdiction will be Jaipur.

#### **Bidder Eligibility:**

1. An authorization letter from the OEM is required to be submitted on OEM letterhead addressing this tender in case the OEM is not participating directly.
2. Bidder should be registered with the sales tax/GST department and have a presence in Rajasthan, documentation proof is required.
3. Bidder should have experience in the Supply and installation of Branded Desktop PC in any state govt. or central govt. department, City project. Documentation proof is required with the bid documents.

Handwritten signatures and initials in blue ink, including a circled 'W' and the name 'Sunit'.

DEAN

(Letter to the DEAN, CDFT on the bidder's letterhead)

To,

The DEAN,  
CDFT, Bassi, Jaipur-303301

Bid Ref. No. \_\_\_\_\_

Date: - 24.02.2024

Last Date: - 02.03.24 up to 2:00 PM

**Sub: - Limited Tender for Supply of "Supply & installation Branded Desktop PC."**

Sir,

We, the undersigned, declare hereby that:

A. We have submitted all required fee as per details tabulated below:

Fee	Amount	Mode	No. and Date	Remarks
Tender Appl. Fee	200/-	DD/ BC		
EMD	4000/-	DD/ BC		

- B. I / We..... for M/s..... hereby confirm that **the offer is in conformity with the terms and conditions as mentioned in your above referred Tender Letter and Enclosures, All enquiries/clarifications have been made with CDFT to our satisfaction.** All terms and conditions of tender document have been understood by us and as token of agreement we place our signatures below.
- C. We have examined and have no reservations to the Bidding Document, including its all Addenda. We offer to supply Goods/Services in conformity with the Bidding Document and in accordance with the delivery schedule and the all the terms & conditions specified in Bidding Documents. Our Bid shall remain binding upon us for a period specified in the Bid Document and may be accepted at any time before the expiration of that period
- D. We also understand that the CDFT, Jaipur is not bound to accept the offer either in part or in full and that the CDFT, Bassi, Jaipur has right to reject the offer in full or in part without assigning any reasons whatsoever. Decision of Dean, CDFT, Bassi, Jaipur shall be final and will be acceptable to us.
- E. We understand that this Bid, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us, until a formal Contract is prepared and executed
- F. We understand that you are not bound to accept the lowest evaluated bid or any other bid that you may receive
- G. Our Important particulars are as given below:

S. No.	Particulars	Details
1.	Name of Tenderer Firm with Address, Pin-code, telephone/mobile No., Fax No., and E-mail ID, etc.	
2.	Whether Proprietor/ Partnership/ Company	(Enclose copy of the document)
3.	PAN No.	(Enclose copy, if available)
4.	GST Regd. No.	(Enclose copy)
5.	Manufacturer Certificate / Authorization Certificate	(Enclose copy)
6.	Are Firm Exempted from paying, Custom Duty/ Excise Duty/Sales Tax.? if YES, give details..	(Enclose copy)
7.	Any other important information related to the tender requirement.	

Yours faithfully,

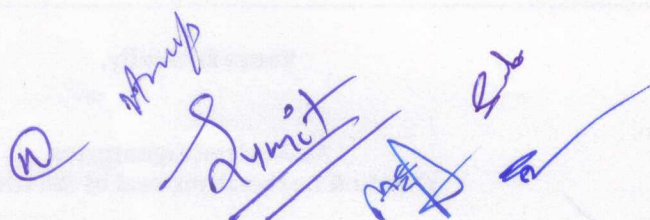
Date:

*(Handwritten signature and initials)*

Authorized Signatories  
(Name & Designation, seal of the firm)

**THIRD-PARTY DETAILS FOR ONLINE PAYMENTS**

Name of the Firm / Company	
Address	
Name of the Bank	
Branch Address of the Bank	
IFSC Code of the Bank	
Bank Account Number	
Photocopy of <u>Bank PASSBOOK</u> and a <u>Cancelled Cheque</u>	_____ (enclosed Yes / No)
GST Regd. No.	
PAN Number	
Aadhar No. of Authorized Person	
Mobile No. of Authorized Person	+91 - _____
E-mail ID	
Above details are correct and Copy of <b>BANK PASSBOOK</b> or a <b>CANCELLED CHEQUE</b> of same Bank Account is Enclosed	
Authorized Signature (with Seal)	



**LIMITED TENDER FOR "SUPPLY & INSTALLATION BRANDED DESKTOP PC"**

(NOTE: Rates per UNIT must be quoted and inclusive of all Taxes/incidental charges etc.)

Name of Firm:

PAN No:

GST Tax Regd. No:

NOTE: The Rates may be quoted on UNIT RATE Basis only

1	2	3	4	5			6
S. No.	Brief Description of Goods	Make and Model No.	Qty.	Price per UNIT (Rs.)			
				Per Unit Cost (A)	GST (if any) [Depict both as Value and % age] (B)	FINAL UNIT PRICE Including GST (C)	Total COST (at Consignee Site) F.O.R. basis (Rs.) = 4 x 5 (C)
1	Branded Desktop PC (HP/ Lenovo/ Dell)	3					

Note: -

1. Delivery Period: - 07 Days from receipt of Supply Order.
2. Warranty period 3 years Comprehensive (Comprehensive warranty means the replacement of impaired/ damaged parts of the desktop PC and its routine service shall be in agreement by the bidder for 5 years).
3. If there is a discrepancy between the unit price and total price THE UNIT PRICE shall prevail.

Date:

Name \_\_\_\_\_

Business Address \_\_\_\_\_

Signature with Seal of Bidder \_\_\_\_\_

*Handwritten signatures and initials in blue ink, including a circled 'W' and a signature that appears to be 'Dimit'.*