



क्षेत्रीय आयुर्वेदीय जीवनशैली संबंधी विकार अनुसंधान संस्थान

पूजप्पुरा, तिरुवनन्तपुरम - 695 012

(सी सी आर ए एम के अधीन, आयुष मंत्रालय, भारत सरकार, नई दिल्ली)

REGIONAL AYURVEDA RESEARCH INSTITUTE FOR LIFESTYLE RELATED DISORDERS

Poojappura, Thiruvananthapuram - 695 012, Kerala

(Under C.C.R.A.S., Ministry of AYUSH, Govt. of India, New Delhi.)

Tender

PURCHASE OF ELECTRONIC EQUIPMENTS

Tender Document No	:	No.4/RARILSD/2018-19
Last date of submission of Tender	:	16 March 2019 at 11.00 am
Date of opening of the technical Bid	:	16 March 2019 at 3.30 pm
Date of opening of the Financial Bid	:	16 March 2019 at 4.00 pm

Address for submission of tender	Assistant Director –in-charge Regional Ayurveda Research Institute For Lifestyle Related Disorders (RARILSD) Poojappura, Trivandrum 695 012
Contact No of concerned officer	Telephone : 0471-2340628 Telefax : 0471-2342070

Tender cost @ Rs.500/- (Rupees five hundred only)

DD/Pay order/No.....

Date :

Name of Bank:

Detailed Notice Inviting Tender

Purchase OF ELECTRONIC EQUIPMENTS

Issued to :

Tender inviting for

The deadline for receipt of application form for purchase of tender document

16March 2019 at 11.00 am

Item needed/Required	List enclosed
Approx. cost	<u>Rs.317505/-</u>
Amount of Earnest Money	Rs.15875 (5%approx cost)
Cost of Tender	Rs.500/- (Rupees five hundred only)
Time allowed for supply	Before 31 st March,2019

- Tender will be accepted only if it is submitted in the format supplied with the tender form (List of items required)
- Tender will be rejected if the terms and conditions are not completely followed
- Strike off which are not applicable

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Poojappura, Thiruvananthapuram - 695 012, Kerala

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Tender for the purchase OF ELECTRONIC EQUIPMENTS

SI No	Item	Write (Yes) or (No)
1	Terms & Conditions as mentioned in the Tender form have been read and fully accepted	
2	Tender document downloaded from CCRAS Website.	
3	Tender Document Cost of Rs.500/- in the form of Demand Draft in favour of “Regional Ayurveda Research Institute for Life Style Related Disorders” payable at Thiruvananthapuram have been attached if downloaded from CCRAS Website.	
4	Earnest Money of Rs.....for Rs..... for, and Rs For in the form of Demand Draft/ Pay order in favour of Regional Ayurveda Research Institute for Life Style Related Disorders (R A R I L S D) payable at Thiruvananthapuram have been attached.	
5	Signed and firm's seal is affixed on each and every page of filled in tender form	
6	Authorized dealership Certificate from manufacturer/ Company valid for desired period have been attached	
7	Conditions accepted for supply of items as per approved rates.	
8	Rates quoted are for R A R I L S D, Thiruvananthapuram	
9	SGST/CGST as applicable shown separately	
10	TIN/ PAN Number mentioned and supporting documents have been attached	
11	Certificate of Registration of firm have been attached	
12	IT return and Sales Tax clearance certificate of last year have been attached	

SIGN AND SEAL OF TENDERE

Place:

Date:

TERMS AND CONDITIONS

Sealed tenders are invited for the purchase of electronic equipments on the following terms & conditions.

1. Sealed tenders are invited for purchase of electronic equipments which will be valid for complete supply as per date of agreement.
2. Tender(s) must be submitted in a sealed cover, addressed not in personal name, but be submitted by designation to the Assistant Director –in-charge, Regional Ayurveda Research Institute For Lifestyle Related Disorders (RARILSD), Poojappura, Trivandrum by hand Courier/ Regd.Post/A.D.
3. The cover shall bear the address of tenderer and shall be super scribed with the words. **“Tender for supply of Electronic equipments “ Please note carefully**

The technical Bid (Envelope A) and financial Bid (Envelop B) should be kept separately in the sealed envelopes (sealed envelope marked A for Technical Bid and sealed envelope marked B for financial Bid and both these envelopes (A&B) should be kept in one envelope super scribing **“Tender for supply of electronic equipments**

Sealed envelope marked A : Technical Bid will be opened on **16-03-2019** at **3.30 pm** first in the presence of purchase committee of the Institute and representatives of the respective firms. Envelope A should contain the following documents.

- Covering letter of the firm
- Check list, properly filled in.
- Tender Document cost Rs...../- in the required form.
- Earnest money Rs..... for
Rs..... for and Rs..... for
- PAN /TIN supporting document.
- Certificate of Registration of firm/agency/Company for supporting document.
- IT return and Sales Tax clearance Certificate of last year
- Authorized dealership certificate from manufacturer/Company valid for the period of agreement.

Sealed envelope marked B:“Financial Bid” will opened on **16-03-2019** at **4.00 pm**. Only of those bidders Technical aspects, who qualify in the presence of committee members and representatives, who wish to be present. “Envelope “B” of successful bidders in technical aspects will not be opened. Envelope “B” must contain the price list of items mentioned under ITEM LIST of tender document in the proper supplied format. It should be stamped and signed on each page. No overwriting or correction in the financial bid is permitted. Also no column should be left blank. It should be strike off, if no rate has been filled in for any item.

4. Tender document can also be downloaded from website **www.ccras.nic.in** and should be submitting along with tender fee of Rs.500/- through Demand Draft in favour of RARILSD payable at Thiruvananthapuram. Without the tender cost, the offer will be rejected.
5. The sealed tender must be accompanied by an earnest money of Rs..... for in the form of Demand Draft/ Pay order in favour of RARILSD payable at Thiruvananthapuram of any Nationalized bank. In any case cheque of the firms is not accepted and the tender will be rejected.

payable at Thiruvananthapuram of any Nationalized bank. In any case cheque of the firms is not accepted and the tender will be rejected.

6. CCRAS is registered with the Department of Scientific & Industrial research (DISR) for the purpose of availing customs duty exemption in terms of Government Notification No.51/96-customs dated 23 July 1996 and Central excise Duty exemption in terms of Government Notification No.10/97 Central Excise dated 1 March 1997.
7. All rate(s) shall be quoted in Indian Rupees both in figure and words indicating VAT and other taxes, extra as applicable.
8. All correspondence in this connection shall be made by designation of the Assistant Director-in-charge and not by name of any individual.
9. Conditions such as prices are subject to change without notice shall not be considered. Rates of articles once approved for the specified period cannot be increased for supplies made during the period of contract.
10. Suppliers shall be responsible for the shortage in their supplies. The breakage or shortage of any order will have to be made good **"FREE OF ALL COST"** by suppliers before the payment of the consignment. The broken defective or otherwise rejected articles shall be replaced on specific request within 7 days of information to the supplier at his own cost and risk.
11. Agency shall be responsible for installation/commissioning of instruments in the premises of this Institute. They will also provide short technical training to operator/technical staff of the Institute.
12. PRICES OFFERED IN THE TENDER SHOULD BE EXACTLY AS PER SPECIFICATION AND QUALITY OF THE MAKE AS SHOWN IN THE LIST OF REQUIREMENT. BRAND OF THE ARTICLE MUST BE SHOWN CLEARLY.
13. Except for valid reasons, duly considered and approved by the in charge whose decision shall be final and binding. The supplying firm failing to deliver the goods ordered within the time limit leads to forfeiting of security amount and will be blacklisted.
14. It must be understood that rates received will be considered as F.O.R destination and no other charges like transport, fare hiring, insurance or any other charges will be paid.
15. Tenders should enclose authorized dealership certificate issued by the manufacturer /company directly, failing which the tender will not considered.
16. The Assistant Director-in-charge reserves all the rights to accept or reject all or any of the tenders without giving any reasons(s).
17. The quantity and quality of items required will be determined by the purchase committee of the Institute, who are not bound to order for particular quantity. Please note that there will be no compromise with the quality and quantity.
18. **The Institute in charge reserves the right to accept the lowest tender or otherwise of any item. He/ She also reserve the right to place an order wholly or in part to one or more than one firm as convenient to him/ her.**
19. Tenders shall have to accept the decision of the Institute in charge, RARILSD, Thiruvananthapuram as final and legally binding on all matters.
20. No firm or person is permitted to submit more than one tender under different name or names. The contractor/tenderer supplier shall not submit the contract or assign to any other party/parties, the whole or any portion of the contract.
21. Prices of each item in tender document should be quoted separately indicating its specification as mentioned in the tender document.
22. Any article supplied that are not found in accordance with the standards prescribed in the tender document shall be rejected outright & returned to the firm at their cost & risk and the Institute in charge, RARILSD, Thiruvananthapuram shall reserve the right to purchase

the article in question from other firms giving the notice and deduct the difference of cost & other charges, if any, by forfeiting the security deposit. Any deviation, variation or non compliance of the conditions stipulated above, shall be considered as breach of contract and the Institute in charges reserves the right to impose any or all the penalties as indicated above.

23. The article should be delivered within 15 days after the approval of the tender(due to financial year closing).

24. All disputes are subject to Thiruvananthapuram jurisdiction only.



Assistant Director-in-charge

AGREEMENT BOND (Specimen)

(Agreement Bond will be filled by the Bidder on Rs.....
(.....) non judicial stamp paper by the firm whose rates are
approved by the Institute)

I/we hereby tender for the supply of
items mentioned under list to the purchase ofas per rates and
terms & conditions approved stipulated in the annexure to this memorandum.

If this tender be accepted I/we hereby agree to abide and fulfill all the terms and
conditions as per provision of contract annexure as applicable or in case of proving default by
the authority of RARILSD thereof otherwise agree forfeit and pay to
The Assistant Director-in-charge RARILSD, Thiruvananthapuram. The sum of
..... only, deposited as earnest
money at the time of submission of tender in the form of demand draft/pay order no
.....dated.....drawn on
.....
(Name of the bank). The full value of which is to be absolutely forfeited to the said Assistant
Director-in-charge or his successor in office without prejudice to any other right of remedies
in case I/we fail to undertake the supply of commodities specified in the annexure, or fail to
abide with the said terms & conditions of the contract.

Dated the day of

Witness.....Signature of contractor.....

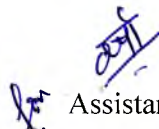
Address

.....

.....

Occupation

The above tender is hereby accepted by me on behalf of the RARILSD, TVPM.


Assistant Director-in-charge
Signature of sanctioning authority

AGREEMENT BOND (Specimen)

(Agreement Bond will be filled by the Bidder on Rs..... (.....) non judicial stamp paper by the firm whose rates are approved by the Institute)

I/we hereby tender for the supply of items mentioned under list to the purchase ofas per rates and terms & conditions approved stipulated in the annexure to this memorandum.

If this tender be accepted I/we hereby agree to abide and fulfill all the terms and conditions as per provision of contract annexure as applicable or in case of proving default by the authority of RARILSD thereof otherwise agree forfeit and pay to The Assistant Director-in-charge RARILSD, Thiruvananthapuram. The sum of only, deposited as earnest money at the time of submission of tender in the form of demand draft/pay order nodated.....drawn on (Name of the bank). The full value of which is to be absolutely forfeited to the said Assistant Director-in-charge or his successor in office without prejudice to any other right of remedies in case I/we fail to undertake the supply of commodities specified in the annexure, or fail to abide with the said terms & conditions of the contract.

Dated the day of

Witness.....Signature of contractor..... Address
.....
.....
.....

Occupation

The above tender is hereby accepted by me on behalf of the RARILSD, TVPM.


Assistant Director-in-charge
Signature of sanctioning authority

II. Electrical Equipments purchase through open tender as per requirement & sanctioned budget @ Rs.317505/-

S.No	Name of article	Particulars	Qty.	Justification
1	Computer system	Desktop computer 4 th gen Intel core i3-4130 processor/ Intel chipset OEM motherboard/4GBDDR3 RAM with 16GB expandability /1 TB 7200rpm serial ATA HDD/ 18.5 inch LED LCD Digital Color Monitor/ Key board & Optical mouse/6 USB ports/ 8X or better DVD RW/10/100/1000 on board integrated network/ windows 8.1 professional preloaded /3 years	4	For implementing NAMSTP program.[electronic health recording system] RO room & Office
2	Printer	Laser printer (Print, Scan, Copy, Fax Print Resolution: 4800 x 1200 dpi Print Speed: 22 ppm Black / 20 ppm Color Maximum Print Size: 11 x 17" Optical Scan Resolution: 2400 x...) MPN: MFCJ5330DW	1	RO room
3	Printer	Laset jet HP	2	ROs
4	Printer	Laset jet HP(Print, Scan, Copy, Fax Print Resolution: 4800 x 1200 dpi Print Speed: 22 ppm Black / 20 ppm Optical Scan Resolution: 2400 x...) MPN: MFCJ5330DW	1	Office
5	DIGITAL PODIUM	5 CORE presents its very first, recently designed 5C Podium 01 with an integrated PA system composed of three built-in 40 Watts speakers, MP3 playback cum recording facility and two wireless microphones. Fitted with an LED reading light and two goose neck microphones, 5C Podium 01 becomes a comprehensively designed solution for the sound system needs of small auditoriums	1	Conference hall
6	TV with Stabilizer	[LED-32 inch-full HD]	2	VIP room & Guest room
7	Refrigerator [mini]	40 litre capacity,0-8 degree, iron coated,	1	-do-
8	Refrigerator	165 litre capacity, Single door, Frost free (Haier)	1	1 Nursing rooms for IP