



# NATIONAL LAW UNIVERSITY AND JUDICIAL ACADEMY, ASSAM

(ESTABLISHED UNDER THE NATIONAL LAW SCHOOL AND JUDICIAL ACADEMY ASSAM ACT, 2009)  
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Ref. No.: NLUJAA/ADMIN/F/EQUIP-TENDER/2013/003

Date: 06/03/2014

## NOTICE INVITING TENDER

Sealed tenders in two bid system are invited for "Supply and installation of Network/IT and Electronic Equipments" at the National Law University and Judicial Academy, Assam as below from authorized dealers/distributors/suppliers.

Sl. No	Name of Tender	EMD	Availability of Tender Document	Last Time & Date of receipt	Opening of Technical Bid	Opening of Price Bid for Technically qualified Bidder
1	Supply and Installation of Network / IT and Electronic Equipments as detailed in Annexure A.	10% of the bid value through Demand Draft.	08.03.2014 To 18.03.2014	3 PM on 18.03.2014	4 PM on 18.03.2014	4 PM on 22.03.2014

### TERMS AND CONDITIONS: -

The tender documents can be downloaded from the University Website ([www.nluassam.ac.in](http://www.nluassam.ac.in)) as mentioned above and to be submitted in the Office of the Registrar, National Law University and Judicial Academy, Assam, B K Kakati Road, Ulubari, Guwahati - 781 007. NLUJAA will not be responsible for any postal delay or loss of tenders mailed.

Sd/-

Registrar  
NLUJAA

**NOTICE INVITING TENDER**

**Name of the Tender:**                      **Supply and Installation of Network / IT and Electronic Equipments**

**INSTRUCTION TO TENDERERS**

**1.1 RECEIPT AND OPENING OF TENDERS**

- I. Tenders will be received up to **3 PM of 18/03/2014** in the Office of the Registrar, NLUJAA. The **first envelope i.e “Technical Bid with EMD”** shall be opened on **18/03/2014 at 4 PM** and the **second envelope i.e “Price Bid”** shall be opened for those bidders only who will qualify in the technical bidding. The date of opening of **Price bid** shall be on **22/03/2014 at 4 PM**. The tenders will be opened in the presence of the tenderer or their representative, if they so desire to be present at the time of opening of the tenders.
- II. If the due date of receipt of tenders and/or that of opening of tenders, as aforesaid, be closed holiday(s) the tenders should be received and opened at the same time as specified above, but on the next working day or days as the case may be.
- III. The University reserves the right to postpone and/or extend the date of receipt/opening of tenders or to withdraw the tender notice, without assigning any reasons thereof entirely at the discretion of the University. In such case, the tenderer shall not be entitled to any compensation, if any form, from the University.

**1.2 PREPARATION OF TENDER:**

- I. Tenderers are requested to submit the price schedules duly filled in, items as required and should strictly follow the instructions and notes supplementary thereto, to facilitate the University to prepare comparative statements. Failure to do so may prevent the tender from being considered.
- II. Tender should include complete technical particular general specification, earnest money and all the schedules mentioned in the tender documents, duly filled in item by item in accordance with the instruction and notes supplementary thereto, to facilitate the University to make an appropriate comparative analysis and evaluation.
- III. All the items of the schedules must be filled in explicitly without ambiguity. Items replied vaguely such “Refer covering letter conditions of tender” etc. shall not be acceptable. Such items shall be deemed to be unreplyed or incomplete and may prevent the Tenderers from being considered. All requirement covered by the tender document shall be the carried out in accordance with the conditions specified in the tender document. If any of the said conditions is not clear to a tenderer, clarifications must be obtained before submission of the tender.
- IV. Tenderers should note that if their prices are not fixed and are subject to variation due to increase in the prices of any material, any variations in labour wages, duties/taxes etc. or for any other specified variation, no increase in price will be admissible to them except the increase of duties and taxes that also within the stipulated delivery period of the material/materials.
- V. The tenderer will not be allowed to revise the offer/prices at his own instances after the opening of the tender.

### **1.3 SUBMISSION OF TENDERS:**

#### **1.3.1 The tender shall be invited in two sealed envelope system as detailed under :-**

i) First sealed envelope should contain EMD, Technical Bid and should be super scribed with “**TECHNICAL BID**”

ii) Second sealed envelope should contain Price Bid and should be super scribed with “**PRICE BID**”. Both the sealed envelopes should be kept in side a bigger sealed envelope and should be super scribed with “**Tender For Supply and Installation of Network / IT and Electronic Equipments**”. University will not be responsible for any damage or missing of the envelope if the above information is not given on the envelope.

1.3.2 The tenders should preferably be sent by Registered post. However, in case the tenders are delivered by hand, these should be dropped in the **Tender Dropped Box** placed at the office of the Registrar, NLUJAA, failing which the University would not be responsible for any misplacement/loss of tender. Tenders received late and after the due date and time of opening will not be considered in any case. The University will not be responsible for any postal delay.

1.3.3 Only detailed and complete offers received prior to date and time fixed for receipt of tenders shall be considered.

1.3.4 Telegraphic offers, incomplete offers and the offers received after the due date and time shall be liable to be rejected.

### **1.4 EARNEST MONEY:**

1.4.1 The Earnest Money Deposit amounting to **10% (ten percent)** of the bid value must accompany with the quotation in the form of demand draft in favour of “**Registrar, National Law University and Judicial Academy, Assam**” and payable at Guwahati.

1.4.2 This EMD amount of the successful bidder shall be retained towards making of the full **Security Deposit** against the supply and installation of the equipment which may be forfeited in case the after sales service is found to be unsatisfactory. No interest shall be paid on EMD during returning of the same. The tender not accompanied with the requisite earnest money are liable to be rejected.

**The security Deposit money will be refunded after One year or after Warranty period is over, if all other conditions found satisfactory.**

1.4.3 The tenderer shall not be entitled during the period of validity of their offers, without the consent in writing of the University, to revoke or withdraw their tenders or vary in any respect of their offer or any terms and conditions thereof. In case of a tenderer revoking or withdrawing his tender or varying any terms and conditions in regard thereto without the consent of the University in writing, the University, may at his discretion forfeit the earnest money furnished by the tenderer along with his offer.

In addition to this the tenderer may, at the discretion of the University, be debarred from tendering for a period as may be considered fit by the University against any tenderer that might be invited by the University in future.

## **1.5 PRE- QUALIFICATION CRITERIA FOR BIDDERS :-**

### **1.5.1 FURNISHING OF DETAILS (IN OWN LETTERHEAD, SHOULD BE KEPT IN ENVELOPE-I):**

(A) Name of the dealer/distributor/supplier:

(B) Nationality of the firm:

(C) Complete address of Regd./Head Office :

(i) Postal Address:

(ii) Telephone No:

(iii) Fax

(v) E-mail

(D) Type of the firm:

(i) Proprietary (ii) Partnership (iii) Private Ltd. Co. (iv) Public Ltd. Co. v) Any other type, say Agency.

(E) Year and place established:

(F) The firm is a Member of a group of companies (if yes, give name, address, connection and description of other companies)

(G) Are you registered with any Government/ Public Sector undertaking? (if yes, give details for supply of similar equipment, covered under the specifications):

(H) Rates of Central Sales Tax, VAT, Excise duty etc. applicable (if concessional charges of C.S.T./E.D. etc. are applicable, specify the same and attach documentary evidence in support thereof).

### **1.5.2 SUBMISSION OF FOLLOWING DOCUMENTS (SHOULD BE KEPT IN ENVELOPE-I):**

(A) PAN NO.

(B) Sales Tax Registration (CST/VAT).

### **1.5.3 MUST BE/MUST HAVE (SUPPORTING DOCUMENTS TO ENCLOSE) (SHOULD BE KEPT IN ENVELOPE-I);**

An original manufacturer of the model offered or a dealer authorized by the OEM.

## **1.6. MODIFICATION PRIOR TO THE DATE OF TENDER OPENING:**

1.6.1 The University may revise or amend the specifications and other conditions prior to the date notified for receiving the tenders. Such revisions and amendments, if any, will be uploaded in the Website of the University. In such a case, if considered necessary, the last date and time of receiving and opening of the tenders may also be extended at the discretion of the University.

## GENERAL CONDITIONS OF CONTRACTS

Name of work: - Supply and Installation of Network / IT and Electronic Equipments

### TERMS AND CONDITIONS

#### 1. PRICES:

Prices should be firm and final with F.O.R. destination i.e. National Law University and Judicial Academy, Assam. In case the quotation does not indicate clearly whether the prices are firm or not, then the quoted prices shall be deemed as firm & final. The overwriting should be avoided in the quotation. **Excise duty, sales tax and other levies if applicable, should be indicated clearly with their present rates.** If applicable taxes, duties etc., are not indicated clearly in the quotation, it would be assumed that the same are included and rates are on F.O.R. destination basis.

**2. DELIVERY:** To be made within Two weeks from the date work order issue.

**3. VALIDITY:** The rates should be valid for **6 months** from the date of receipt of the quotation.

**4. PAYMENT:** 100% after successful installation

**6. DISCOUNT:** Special Discount, if any, may be clearly indicated in your offer.

#### 7. EARNEST MONEY DEPOSIT:

The Earnest Money Deposit amounting to **10% (ten percent) of the bid value** must accompany with the quotation in the shape of **demand draft** from any nationalized Bank in favour of "**The Registrar, National Law University and Judicial Academy, Assam** " and payable at Guwahati.

#### 8. TECHNICAL SPECIFICATIONS:

Tenderers should confirm that the materials to be offered confirm strictly to relevant specifications. Alternatively, deviations, if any, are to be clearly mentioned. Complete technical details, illustrations, literature, etc., must accompany the quotation. Incomplete technical details/specifications shall be liable for rejection.

**9. WARRANTY:** The supplier shall be fully responsible to replace the material free of cost with no transportation and insurance expenses to the purchaser up to the destination of the material ordered, for the whole or in which is found to be defective on receipt of the same at destination. Such replacements shall be effected by the supplier within a reasonable time actually required out of supply of materials or its use whether on warranties or otherwise shall not in any case exceed the cost of correcting the defects or replacing the defected materials. The above provisions shall also equally apply to the material so replaced by the supplier in case the same is found to be again defective.

#### 10. PENALTY:

In the event of placement of an order, if the supplier fails to deliver the stores in full or part thereof within the delivery period, the University reserves the right to levy penalty @  $\frac{1}{2}$  % (half percent) per week, subject to maximum of 5% (five percent) value of undelivered portion of the supplies or black list the firm for future supply.

12 All quotations and subsequent correspondence should be sent to the university address.

13 **GENERAL:**

- a) The University, i.e. the purchaser, reserves the right to reject or accept any tender without assigning any reason or to place the order for part or full quantity.
- b) The tenderers are to signed every pages of their tender documents with date.

14 **COURT OF COMPETENT JURISDICTION:**

Any legal action taken or proceeding initiated or any of the terms of the agreement shall be only in the jurisdiction of Guwahati only.

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**\*\*Specification and quantity of items required:**

<b>A. ITEM: LCD Projector, Quantity: 01</b>		
	Parameter	Specification
1.	Brand	Panasonic
2.	Model	PT-LX321
3.	Lumens	3200
4.	Screen	Draper Baronet 120" motorized screen
5.	Other	Good quality ceiling mount kit with 15 mtrs. VGA cable.

<b>B. ITEM: 1KVA offline UPS, Quantity: 03</b>		
	Parameter	Specification
1.	Brand	Microtek
2.	Model	TGE-1000+
3.	Backup	1 Hr. Approx.
4.	Capacity	1 KVA

<b>C. ITEM: Digital Podium, Quantity: 02</b>		
	Parameter	Specification
1.	Body	Sliding Cover: Opening/Closing the cover easily Soft Wheels: Moving podium with convenience Adjusting Monitor Angle System: User can set monitor angles as user's want Front cover University Logo
2.	LCD Monitor	Size: 19 inch Resolution : 1366X 768 Contrast Ratio: 1000 : 1 (Typical) Viewing Angle: 160° (H/V)
3.	Integrated Controller Pad	Size: 7 inch Technology: Resistance
4.	Digital Amplifier	Output Power : 280W 4Ω (140W + 140W) Stereo Frequency Response: 25Hz ~ 20KHz
5.	Wireless Microphone System	Type: Hand and Belt
6.	Wired Microphone	Gooseneck Microphone
7.	Speakers	2 X 50 W
8.	Software	Integrated podium Software

9.	PC	Brand: HP/Lenovo/Dell Processor:Pentium Core i5 3 <sup>rd</sup> Gen CPU, RAM: 2GB HDD: 500 GB Keyboard and Mouse, HDMI Port, DVD RW, Gbps LAN Card, OS pre-loaded (Win7/8)
10.	Others	Laptop Interface, RFID, Network Interface, USB, Serial Port, Power Distribution
11.	Warranty And Service	At least 1 year comprehensive warranty and support (on site) or more

<b>D. ITEM: Scanner, Quantity- 01</b>		
	<b>Parameter</b>	<b>Specification</b>
1.	Type	Flat Bed
2.	resolution	2400 dpi
3.	Bit depth	48-bit
4.	Scan size	216 x 297 mm

<b>E. KVM Switch with LCD Console, Quantity: 01</b>		
	<b>Parameter (For KVM Switch)</b>	<b>Specification</b>
1.	Computer Connections	16 (Direct) 256 (Cascade)
2.	Connectors	Console port, KVM port
3.	Video Quality	2048 x 1536
4.	Scan Interval	1 - 255 Second
5.	Security	Two level password security
6.	Others	Front panel push-buttons and OSD for selection, Hot pluggable and Firmware Upgrade-able.
	<b>Parameter (for Console Monitor)</b>	<b>Specification</b>
1.	Size	17" LCD Monitor
2.	Resolution	1280 x 1024 @ 75Hz.
3.	Others	Rack Mountable, 1U Sliding bay, Keyboard and touch pad.



<b>F. ITEM: Spike Buster for 42 U Rack, Quantity 01</b>		
	<b>Parameter</b>	<b>Specification</b>
1.	Brand	President
2.	No. of Sockets	12
3.	Socket Type	Orthogonal
4.	Socket Capacity	5/15 Amp
5.	MCB	32 Amp

<b>G. ITEM: HP RAM for Desktop, Quantity: 02</b>		
	<b>Parameter</b>	<b>Specification</b>
1.	Brand	HP
2.	Capacity	8 GB
3.	Type	DDR3
4.	Speed	1600 MHz

<b>H. ITEM: UPS, Quantity : 12</b>		
	<b>Parameter</b>	<b>Specification</b>
1.	Brand	Microteck
2.	Type	Line Interactive
3.	Backup	1/2 Hr (Approx.)
4.	Capacity	600 VA

<b>I. ITEM: Wi-Fi Access point, Quantity: 12</b>		
	<b>Parameter</b>	<b>Specification</b>
1.	Brand	Cisco WAP121
2.	Interfaces	10/100 BASE-T autosensing (RJ45)
3.	Powering Options	802.3af Ethernet Switch, Cisco SB-PWR-INJ-12V-xx power Injector or Local Power Supply (SB-PWR-12V-xx)

<b>J. ITEM: Wall Mount Rack, Quantity : 02</b>		
	<b>Parameter</b>	<b>Specification</b>
1.	Brand	President
2.	Height	6U

3.	Features	Adjustable 19" rails in the front and rear, top and bottom cable entry facility, Front section with glass door and lock
4.	Accessories	Cooling fans Cable managers Earth continuity kit AC power distribution box

<b>K . ITEM: UTP CABLE, Quantity : 02 Roll</b>		
	<b>Parameter</b>	<b>Specification</b>
1.	Brand	Digilink
2.	Type	Cat 6

<b>L . ITEM: L 2+ Switch, Quantity: 01</b>		
	<b>Parameter</b>	<b>Specification</b>
1.	Port	24 Gigabit POE with 2 Gigabit SFP uplink Ports
2.	Capacity	Backplane Bandwidth :108 Gbps, Forwarding Rate:41.6 Mpps
3.	Layer 2 Features	4K VLAN Table, Spanning Tree features, Port Mirroring, IEEE 802.1q VLAN,
4.	Management	CLI, Web (Http/ Htpps ), SNMP(v1/v2/v3), ssh, telnet,NTP,Console
5.	Security	ACL, Protection for Denial of Service attacks, IP Security, Login Security
6.	Others	IP static Routing , IPv6 enabled, Static ARP

<b>M . ITEM: Slip Printer, Quantity: 01</b>		
	<b>Parameter</b>	<b>Specification</b>
1.	Brand	TVSE RP 45
2.	Printing Method	Impact Dot matrix printer
3.	Connectivity	USB
4.	Other	Paper roll.

<b>N . ITEM: E-Book Reader, Quantity: 03</b>		
	<b>Parameter</b>	<b>Specification</b>
1.	Brand	Kindle Paper-white

2.	Size	6" High resolution display.
3.	Connectivity	Wi-Fi
4.	Others	Built-in Light, 2GB storage.

<b>O. ITEM: Touch Screen Kiosk, Quantity:01</b>		
	<b>Parameter</b>	<b>Specification</b>
1.	Display	Touch screen , anti-glare & vandal resistance glass
2.	Size	19"
3.	Connectivity	Wired Ethernet, Wi-Fi(b/g/n).
4.	System Details	Intel Corei3 or higher CPU, minimum 2GB DD3 RAM, 320 GB HDD, Keyboard, Linux OS
5.	Other	Floor Mounted Metal stand with movable wheels, Space for UPS and power socket, Cooling Fans

<b>P . ITEM: Bar Code Scanner, Quantity: 01</b>		
	<b>Parameter</b>	<b>Specification</b>
1.	Size	Compact Fixed mount.
2.	Decode method	UPC/EAN/JAN, UPC/EAN w/ Supplementals, UCC/EAN128, Code 128, ISBT 128, Code 39, Trioptic Code 39, Interleaved 2 of 5, Discrete 2 of 5, Chinese 2 of 5, Code 93, Code 11, Codabar, MSI, GS1 DataBar (formerly RSS).
3.	Scan Rate	1500 scans/seconds or more

<b>Q . ITEM: Card Printer, Quantity: 01</b>		
	<b>Parameter</b>	<b>Specification</b>
1.	Features	dual-sided printing module, edge to edge printing Color dye sublimation, Full color or monochrome printing 300 dpi print head (11.8 dots/mm) or more 16 million colors or more Dual sided printing : 140 cards /hour
2.	Others	LED control panel Ethernet , USB connectivity
3.	CARD MANAGEMENT	Card Support: PVC cards, Composite PVC cards Feeder Capacity:Minimum 100 cards
4.	Printing Software	Compatible with Windows and Linux
5.	Printing Ribbon	YMCKOK Ribbon with minimum 200 Prints capacity Automatic ribbon recognition and setup

6.	FONTS	Barcode: Code 39, Code 128, EAN 13, 2/5 interleaved
7.	Encoding Options and Specifications	Magnetic stripe encoder Smart card contact station Combined contact and contactless
8.	Warranty and Support	At least 1-year or more.
9.	SAFETY	Data encryption for magnetic encoding Kensington® secure lock slot

<b>R . ITEM: Paper Cutter , Quantity: 02</b>		
	<b>Parameter</b>	<b>Specification</b>
1.	Paper Size	A4, A5,B5,B6,B7
2.	Capacity	12 X 70 gsm
3.	Operating	Manual

\*\*All pricing to be given in order of the format stated as above.

Sd/-  
REGISTRAR,  
NLUJAA