



तेजपुर विश्वविद्यालय / TEZPUR UNIVERSITY  
(संसद के अधिनियम द्वारा स्थापित केंद्रीय विश्वविद्यालय)  
(A Central University established by an Act of Parliament)  
कुल सचिव का कार्यालय/ OFFICE OF THE REGISTRAR  
नपाम :: तेजपुर - 784028 :: असम  
NAPAAM :: TEZPUR - 784028 :: ASSAM

**SHORT QUOTATION NOTICE**

TU/11-24/Pur/Qtn/2017-18/1872-A dated: 27.07.2017

Sealed quotations are invited from reputed manufacturers/authorized dealers/vendors for supply, installation & commissioning etc. of following items required for the UGC Sponsored Research Project of Dr. Nabin Sarmah, Department of Energy, Tezpur University.

**Workstation Desktop Computer (Minimum Specifications):**

Operating System	Windows 8.1 Professional 64Bit
Processor	Intel Xeon Processor with HD Graphics
RAM	32 GB RAM
Storage	1 TB
Optical Drive	DVD/CD Read and Write
Slots	1 USB 3.0, 3 USB 2.0
Warranty	3 Year Onsite Comprehensive Warranty

**GENERAL TERMS & CONDITIONS:**

1. No separate tender paper will be issued from the office; one should only download the specifications/List from the website.
2. **The rates should be preferably quoted in Indian Rupee and FOR Tezpur University, Napaam basis. Charges for clearing and transportation should be incurred by the supplier.**
3. *Quotations should be accompanied by i) An EMD (in the form of Demand Draft/Call Deposit/TDR) of ₹. 5000/- (Rupees Five Thousand) only drawn/pledged in favor of Registrar, Tezpur University, payable at Tezpur. **No request for consideration of earlier deposited EMD will be considered.** ii) A non-refundable application (quotation) fee of ₹.1000.00 (Rupees One Thousand) only must be paid only by Demand Draft drawn in favour of Registrar, Tezpur University payable at Tezpur.*
4. The rates should be exclusive of taxes and applicable tax % should be clearly indicated.
5. Applicable levies, surcharge and discounts should be clearly indicated itemwise.
6. Quoted rates should be valid at least for a period of 01 year.
7. The rates should be quoted along with supporting documents of specifications and technical features and list of users.
8. The system must be installed at the laboratory, and after installation a basic training must also be provided by the supplier or their Indian counterpart without any additional costs.
9. All the quotations must be accompanied with supporting documents and / or literature.
10. Demonstration may be sought from the vendors for authentication of quoted specification.
11. Details of availability of after sales support will have to be furnished. After sales support, directly from manufacturer and from Assam (Guwahati / Tezpur) will be preferred.
12. The University is exempted from paying Custom and Excise duty.
13. Proprietary items should be quoted with sole Manufacturer/Distributorship certificate.
14. Warranty/Gurantee period should be specifically mentioned in the quotation.
15. No Advance payment will be made. However, for foreign supplier, advance payment will be made either by FDD/Wire Transfer/LC. In such cases 10% Performance Bank Guarantee should be submitted before issuing FDD/Wire Transfer/LC, covering the warranty period.
16. Performance Bank Guarantee also has to be submitted for Major equipments of Indian origin, covering the warranty period.



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17. Items of Foreign origin should have Insurance up to installation on site.
  18. The University reserves the right to accept or reject any or all the quotations without assigning any reason.
  19. Quoted price should be inclusive of essential accessories and should be CIF Tezpur University, Tezpur
  20. Applications for release of EMD should be submitted to the Registrar/ Joint Registrar.
  21. Apart from the above terms and conditions the University has the right to include any other terms and conditions as and when felt necessary.
  22. **Quotation should be submitted in the DROP BOX placed in the reception of the Administrative Building of the University latest by 5.30 PM of 16<sup>th</sup> of August 2017. If posted/couriered, should reach by 5.30 PM of 16<sup>th</sup> of August 2017 addressed to "The Joint Registrar, Tezpur University". The Quotation Notice No. and date should be clearly superscribed in the envelope/packet containing the quotation.**

Sd/- Joint Registrar  
Tezpur University