

**Department of Hindi, University of Kerala**  
**Kariavattom, Thiruvananthapuram, Kerala, India - 695 581**

**01/12/2021**

**E-Tender Notice**

Department of Hindi, University of Kerala, Kariavattom invites open tenders through e-Procurement (in one bid system), from reputed manufacturers/authorized distributors/ Indian Agents for the purchase of '**15 numbers of All in one Desktops**' in the Department, in connection with "Renovation of Language Lab ".

Last date and time for submission of tender online	<b>15/12/2021: 5 PM</b>
Date and time of opening the bid	<b>18/12/2021: 11AM</b>
For technical details contact	Dr. Jayachandran R Professor and Head Department of Hindi Phone :9400472375 Email : hindideptkvtm @gmail.com

## TECHNICAL SPECIFICATIONS

### All in one PC

Processor: Intel Core i3 10 th generation or above

Memory:8GB RAM DDR4

Hard Disk: Either 512 GB SSD or 256 GB SSD and 500 GB HDD

Operating System: Microsoft Windows 10 Home

Ports : Minimum 3 USB Port, 1 HDMI - out, 1 Headphone/Microphone combo

Monitor: 18.5 inch/19 inch

Webcam: FHD Camera with integrated microphones

USB Keyboard

USB Optical Mouse

Communication: Integrated 10/100/1000 GbE LAN,Wi-Fi, Bluetooth

Warranty: 3 Years comprehensive on site Warranty

### Terms and Conditions

1. Every tenderer should submit Tender fee of **Rs. 2,500/-**.
2. Every tenderer should submit Earnest Money Deposit (EMD) of **Rs.5,000/-**.
3. Quantities can be increased or decreased by purchaser and bidder has to supply deviated quantities at the rates prescribed and approved by the purchaser in the tender document. Purchase of optional items will be finalized at the time of financial evaluation. However, the bidder must quote the optional items. The bidder should quote all items; partial quote will not be accepted.
4. **Original Equipment Manufacturer (OEM) Certificate/ Undertaking:** If the bidder is not an OEM, Certificate of authorized dealership/ distributorship from the OEM for technical support to the bidder and supply of spares shall be furnished.
5. Incomplete & conditional tenders and tenders received after the due date will be summarily rejected without assigning any reasons thereof.
6. The bidder must not sub-contract the work to other providers.

7. The prices quoted must be on “**all-inclusive till destination**” basis. The prices quoted should be inclusive of all Taxes, Insurance, Freight, Packing & Forwarding Charges, Handling, Delivery Charges, installation charges etc.
8. **Payment terms:** Payment against delivery and successful installation of the equipment in the department.
9. The configuration given is the minimum configuration that is/are required. Vendors may choose to supply higher/better/ enhanced systems/peripherals, but their financial quotes shall be treated as if they have been offered for the specified configuration only.
10. The Bidder shall bear all the costs associated with the preparation of the documents, submission of its bid and we will in no case be responsible or liable for these costs, regardless of the conduct or outcome of the bidding process.
11. The bid shall be typed and shall be signed by the bidder or a person duly authorized to bind the bidder to the contract.
12. The bid shall contain no interlineations, erasures or overwriting except as necessary to correct errors made by the Bidder. In such case the person or persons signing the bid shall initial such corrections.
13. The bidder is expected to examine all instructions, forms, terms, condition, and technical specifications in the tender Documents. Failure to furnish all information required by the tender Documents or submission of a bid not substantially responsive may result in the rejection of its bid.
14. The bidders shall give undertaking that all the Components used in the equipment shall be original make as per the technical specifications submitted and the hardware/software shall be supplied with the authorized license certificates, if found contrary the supplier shall replace the component/equipment with original one at their own cost.
15. **Validity of tender:** Tender submitted shall remain valid at least for 90 days from the date of opening the tender. Validity beyond three months from the date of opening of the tender shall be by mutual consent.
16. **Delivery and installation:** Proposed delivery schedule should be mentioned clearly. **Delivery and installation should be made at Department of Hindi, University of Kerala, Kariavattom Campus Trivandrum - 695581, without any extra cost.** The Supply and installation of items must be made within four weeks from the date of issue of supply order. Delay in supply will lead to penalty @1% of the value of tender for every week of delay or part thereof. (i.e. exceeding three days will be calculated as one week). If it is found that the items so supplied are not as per supply order specifications, the supply

made will be rejected and Earnest Money Deposit will be forfeited.

**17.** Warranty period will start from the date of successful installation of all the items at site.

**18.** Service facility: Supplier should mention their details of service setup and manpower in Trivandrum who are responsible for after sales support.

**19.** In case of any dispute, the decision of the University authority shall be final and binding on the bidders. The undersigned reserves the right to reject any or all of the tenders received without assigning any reason thereof.

**Documents to be uploaded:**

1. Signed Compliance Matrix
2. Detailed Technical Brochure
3. BoQ
4. Detailed Financial Bid in pdf format.

**Registrar**