

**DEPARTMENT OF COMPUTER SCIENCE  
COCHIN UNIVERSITY OF SCIENCE AND TECHNOLOGY**

KOCHI-682022

Kerala

Phone: 0484-2862302/E-mail: [msn@cusat.ac.in](mailto:msn@cusat.ac.in)

**TENDER NOTICE**

**DCS/MSN/SMNRI/WS/2019**

**Dated: 05/04/2019**

Sealed Tenders are invited for the supply and installation of **High-End Desktop Workstation**.

Tender No.	<b>DCS/MSN/SMNRI/WS/2019</b>
Item and its description	Item: High-End Desktop Workstation Type: All in one (AIO) Processor: Intel Xeon (10 Core, 3.30GHz) Memory: 64GB DDR4-2666 RG ECC Graphics Card: NVIDIA Quadro P2000 5GB Optical Drive: DVD Writer Hard Disk Drive: 2TB SATA 7200 Hard Disk Drive Monitor: (Same of Workstation) 23" LED Display Keyboard: Standard Keyboard Mouse: Optical Mouse Warranty: 3 Years Onsite Warranty
Quantity	1 No.
Estimate Amount	Rs. 2,50,000/-
Tender Form Cost	Rs. 525/- (Rs. 500 + GST 5%)
How to obtain Tender Form	Download from the Department of Computer Science Website <a href="https://cs.cusat.ac.in/">https://cs.cusat.ac.in/</a> or from the tab "Tenders" in <a href="http://www.cusat.ac.in">www.cusat.ac.in</a> during the period 05.04.2019 - 26.04.2019
Last date for submitting Tender	26.04.2019, 4:00 pm.(By Registered/Speed Post/ Courier Only)

Please note the following:

- i. Tenders must be accompanied by two Demand Drafts-one for Rs. 525/- towards the Tender Form cost and the second Demand Draft, equivalent to 1% of the quoted amount as Earnest Money Deposit (EMD) drawn in favour of **Dr. Madhu S. Nair, Principal Investigator, SMNRI Project, Department of Computer Science, CUSAT**, payable at the Cochin University Campus Branch of State Bank of India.
- ii. EMD of the unsuccessful tenderer will be returned after finalization of the tender. EMD of the successful tenderer will be adjusted towards the security amount, which will have to be deposited for the satisfactory fulfillment of the contract.
- iii. An Agreement (as given as Annexure in the Tender Form) is to be executed in Kerala Government Stamp paper for Rs. 200/-. Tenders without the agreement in stamp paper will be rejected outright.
- iv. An amount equivalent to 5% of the total cost of the item is to be given as bank guarantee by the successful tenderer.
- v. Tenders have to be sent as **Speed Post/Registered Post/Courier Service** only to **Dr. Madhu S. Nair, Principal Investigator, SMNRI Project, Department of Computer Science, Cochin University of Science and Technology, Kochi - 682022, Kerala, India.**
- vi. GST registration number and PAN (income tax), copy of GST registration certificate should be given along with the tender. **CUSAT GST number is 32AAALC0844J1ZJ**. An undertaking attached with the tender documents should be submitted in your letter head along with tender.
- vii. The offer should be valid for a minimum period of 3 months from the date of opening of tender.

Dr. Madhu S. Nair  
Principal Investigator  
SMNRI Project  
Department of Computer Science  
CUSAT, Kochi – 682022.

Place: CUSAT, Kochi

Date: 05.04.2019

## GENERAL CONDITIONS

Sealed Tenders are invited for the supply and installation of **High-End Desktop Workstation** as specified in the Tender Notice.

1. The tenders should be addressed to the officer mentioned below in a sealed cover with the tender number and name duly super scribed on the cover. The tenders should be sent by Registered post/ Speed post/ Courier service only. Tenders sent by personal delivery will be summarily rejected.
2. The tenders should be in the prescribed form which can be obtained from the officer mentioned on payment of the price in cash which is also noted below. The cost of tender forms once paid will not be refunded. Tenders which are not in the prescribed form are liable to be rejected.
3. Earnest Money Deposit (EMD) of 1% of the estimated value should be submitted by way of crossed bank drafts along with the tender. Otherwise the tender will not be accepted.
4. Intending tenderers should send their tenders so as to reach the officer mentioned below, on due date and time (noted). No tender received after the specified date and time will be accepted on any account. The rates will be considered firm for acceptance till the date mentioned. Tenders not stipulating period of firmness and tenders with price variation clause and /or 'Subject to prior sale' condition are liable to be rejected.
5. The tenders will be opened on the appointed day and time in the office of Principal Investigator, in the presence of such of those tenderers on their nominees who may be present at that time.
6. The tenders shall invariably specify in their tenders the delivery conditions including the time required for the supply of articles tendered for.
7. a. The tender shall clearly specify whether the articles offered bear Indian Standards Institution certification Mark or not. In such cases, they shall produce copies of certification mark along with their tender in support of it.  
b. The University reserves the right to reject offers for import of goods if the Import Trade Control Policy in force at the time of award of the contract prohibits or restricts such imports.
8. The final acceptance of the tenders rests entirely with the university who do not bind themselves to accept the lowest or any tender. But in the tenderers on their part should be prepared to carry out such portion of the supplies included in their tenders as may be allotted to them.
9. In the case of materials of technical nature the successful tenderer should be prepared to guarantee satisfactory performance for a definite period under a definite penalty.
10. Communication of acceptance of the tender normally constitutes a concluded contract. Nevertheless, the successful tenderer shall also execute an agreement for the fulfillment of the contract within the period to be specified in the letter of

acceptance. The contractor shall have to pay all stamp duty, Lawyer's charge and other expenses incidental to the execution of the agreement. Failure to execute the agreement within the period specified will entail the penalties set out in para 11 below.

- 11.a. The successful tenders shall, before signing the agreement and within the period in the letter of acceptance of his tender, deposit a sum equivalent to 5% of the value of the contract as security for the satisfactory fulfillment of the contract. The amount of security may be deposited as Bank Guarantee endorsed in favour of the above officer. If the successful tenderer fails to deposit the security and execute the agreement as stated above, any loss incurred by the University on account of the purchase will be recovered from the defaulter who will, however, not be entitled to any gain accruing thereby. If the defaulting firm is a registration firm their registration is liable to be cancelled.
  - b. In cases where a successful tenderer, after having made partial supplies fails to fulfill the contracts in full, all or any of the materials not supplied may at the discretion of the Purchasing Officer, be purchased by means of another tender /quotation or by negotiation or from the next higher tenderer who had offered to supply already and loss, if any, caused to the University shall thereby together with such sums as may be fixed by the university towards damages be recovered from the defaulting tenderer.
  - c. Even in cases where no alternate purchases are arranged for the materials not supplied, the proportionate portion of the security deposit based on the cost of the materials not supplied at the rate shown in the tender of the defaulter shall be forfeited and balance alone shall be refunded.
12. The tenderers shall quote the percentage of rebate (discount) offered by them in case the payment is made promptly within fifteen days/within one month of taking delivery of stores.
13. The tenderer shall undertake to supply materials according to the standard sample and /or specifications.
14. Tenderers should be prepared to accept orders subject to the penalty clause for forfeiture of security in the event of default in supplies or failure to supply within the stipulated period.
15. Telegraphic quotations will not be considered unless they give details of prices and are immediately followed by confirmation with full relevant details posted before the due date of the tender.
16. **The prices quoted should be inclusive of all taxes, duties, cess, etc.,** which are or may become payable by the contractor under existing or future laws or rules of the country of origin/supply or delivery during the course of execution of the contract.
17. The tenderer will invariably furnish the following certificate with their bills for payment:- "Certified that the goods on which GST has been charged have not been exempted under the GST Act made there under and the charges on account of GST on these goods are correct under the provisions of the relevant

Act or the rules made there under. Certified further that we (or our Branch or Agent).....Address.....are registered dealers in the state of ..... under Registration No..... for the purpose of GST“

18.The Department of Revenue, Ministry of Finance, Government of India, vide notification No.45/2017 Central Tax (Rate) dated 14/11/2017. Exempted the following goods from the GST leviable there on under section 9 of the Act to a concessional rate of **5% (2.5% CGST and 2.5% SGST)** subject to the conditions specified there in

(a) Scientific and technical instruments, apparatus, equipment (including computers).

(b) Accessories, parts, consumables and live animals (experimental purpose).

(c) Computer software, Compact Disc-Read only Memory (CD-ROM), recorded magnetic tapes, microfilms, microfiches.

(d) Prototypes, the aggregate value of prototypes received by an institution does not exceed fifty thousand rupees in financial year

Being the good is required for the use of research purpose only, this exemption is available to the University on being registered with Department of Scientific and Industrial Research (Reg. No. TU/V/RG-CDE(495)/2015 dated 08/09/2015 valid up to 31/08/2020.

Exemption Certificate signed by the Registrar will be send along with the Purchase Order.

19.Special conditions, if any, of the tenderers attached with the tenders will not applicable to the contract unless they are expressly accepted in writing by the purchaser.

20.The tenderer should send along with his tender an agreement executed and signed in Kerala Stamp Paper of value Rs. 200/- purchased in the Kerala State. Stamp paper will be supplied to firms outside Kerala along with the tender forms on payment of Rs. 275/- (Rs. 200/- being the value of the Stamp Paper and Rs. 75/- incidental charges) which may be remitted by money order in advance. A specimen form of agreement is given as annexure to this tender. Tenders without the agreement in stamped paper will be rejected outright. But in deserving cases where agreement has not been received, the purchasing officer may exercise his discretion and call upon such tenderer to execute the agreement within a period of ten days from the date of issue of such intimation, if the Purchasing Officer is satisfied that the omission to forward the agreement along with the tender was due to causes beyond the control of the tenderer and was not due to any negligence on his part. Agreement received from a tenderer after the above time will not be considered.

21.The general conditions for this purchase will be applicable as per the Stores Purchase Manual 2013 of the Kerala Government.

Superscription: - **“DCS/MSN/SMNRI/WS/2019” - High-End Desktop Workstation.**

Address of Officer from whom tender forms are to be obtained and to whom tenders are to be sent:

**Dr. Madhu S. Nair**  
**Principal Investigator**  
**SMNRI Project**  
**Department of Computer Science**  
**CUSAT, Kochi – 682022.**

Dr. Madhu S. Nair  
Principal Investigator  
SMNRI Project  
Department of Computer Science  
CUSAT, Kochi – 682022.

Place: CUSAT, Kochi

Date: 05.04.2019

## **UNDERTAKING**

I/We, .....  
(give the name & address of the firm/ contractor with GST Registration Number)  
hereby solemnly declare that, due to the implementation of GST from 1 July 2017,  
I/We have passed all the benefits obtained by way of any reduction in rate of tax on  
any goods or service or input tax credit to the Cochin University of Science &  
Technology (**GSTIN NO: 32AAALC0844J1ZJ**) by way of commensurate reduction in  
the price. I declare that above is true and correct and is legal obligation on my/ our  
part as per the section 171 of the Central & State GST Act 2017.

Signature with Name, GST Registration number &  
Complete address of the firm/contractor