

Dr. Y. C. James Yen Government Polytechnic, Kuppam

ECE DEPARTMENT

TENDER DOCUMENT

NOTICE INVITING TENDER

for

Supply and Installation of DESKTOP COMPUTERS

Tender Ref. No.:

YCJ-GPT/02/Desktop computers/2026

Dr. Y. C. James Yen Government Polytechnic

Department of Higher Education (TE)

A Government of Andhra Pradesh Institution

Yanadi Palle, Near Model Colony, Kuppam Post, Chittoor Dt.,

Andhra Pradesh, India. PIN Code: 517425

Tel No.: 9912342101

Email: rp.kuppam101@gmail.com

Website: ycjgovtpolykuppam.ac.in

Office Working Hours in working Days: 09.30 AM to 04.30 PM

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INTRODUCTION

Dr. Y.C. James Yen Government Polytechnic, Kuppam, invites sealed tenders under the Open Tender System for the domestic procurement, supply, installation and commissioning of Desktop Computers. It is required for educational training, skill development and laboratory experiments.

The equipment will be procured under the MPLADS (2026-27) grant sanctioned by Honourable MP, Sri Daggumalla Prasada Rao, Chittoor Lok Sabha Constituency, through the Office of the District Collector, Chittoor. Open tenders are invited in sealed quotations from OEMs/authorized dealers/Suppliers, duly following the tender instructions given in this booklet.

The tender booklet can be collected from the office (Institute Address given below) or downloaded from the website. The completed sealed tender form shall be dropped in the tender box provided in the Institute Office either by representative or by registered post to the following **Institute address**.

The Principal

Dr. Y. C. James Yen Government Polytechnic,

Yanadi Palle, Near Model Colony, Kuppam Post, Chittoor Dt, Andhra Pradesh. PIN Code: 517425.

Phone: 9912342101

Website: ycjgovtpolykuppam.ac.in

E-mail: rp.kuppam101@gmail.com

Note: Office working hours: 09:30 AM to 4:30 PM. Closed on public holidays and general holidays.

Summary of the Tender Schedule

Table-1

<i>S. No.</i>	<i>Particulars</i>	<i>Details</i>
<i>1</i>	<i>Tender No.</i>	<i>YCJ-GPT/02/Desktop computers/2026.</i>
<i>2</i>	<i>Tender invited for</i>	<i>Supply of Desktop Computers</i>
<i>3</i>	<i>Date of Tender Notification and Commencement of tender submission</i>	<i>06-10-2026 10.00 AM</i>
<i>4</i>	<i>Bid Submission Last Date</i>	<i>15-10-2026 up to 4:30 PM</i>
<i>5</i>	<i>Technical-cum-Financial Bid Opening</i>	<i>16-10-2026 at 11:00 AM</i>
<i>6</i>	<i>Delivery & Installation Period</i>	<i>One month from the date of issue of Purchase Order</i>
<i>7</i>	<i>Tender Fee</i>	<i>₹2,000/- DD (Non refundable)</i>
<i>8</i>	<i>Earnest Money Deposit (EMD)</i>	<i>₹60,000/- DD (Refundable within a month)</i>
<i>9</i>	<i>Performance Security Deposit (only by the Selected bidder)</i>	<i>₹60,000/- DD/ Bank guarantee.</i>
<i>10</i>	<i>Bid validity Period</i>	<i>90 calendar days from the bid Opening Date</i>

Note: All the above deposits and Fee (in Indian Rupee ₹) mentioned in the above table are via Indian nationalised Bank Demand Draft (DD) or Bank guarantee in favour of "The Principal, Dr. Y.C. James Yen Govt. Polytechnic", payable at Kuppam, Andhra Pradesh, India.

NOTICE INVITING TENDER

The Office of Dr. Y.C. James Yen Government Polytechnic, Kuppam invites sealed tenders in a single bid system (Technical cum Financial bid in a single envelope) for the Supply, Installation, under Open Tender System.

The details are summarized below:

Table-2

a)	Tender number Date of Publishing	Reference number: YCJ-GPT/02/Desktop computers/2026. 06-10-2026.
	Tender invited for	Supply and installation of Desktop Computers. Quantity Required: Provide a quote for the per-unit price. (The number of computers ordered tentatively between 8-14 nos decided on the basis unit price and budget available).
b)	Eligible Bidder	Original Equipment Manufacturers / Authorized Distributors of OEM / Authorized Dealers of Original Equipment Manufacturer (as per the eligibility details placed in the Tender Instructions).
c)	Purchaser	The Principal, Dr. Y.C. James Yen Government Polytechnic – Department of Electronics and Communication Engineering.
d)	Usage of Systems	The purchaser would use the systems in their Department and it shall be utilized for imparting skills to students.
e)	Scope of Tender	Open tender for Supply, Installation, with Comprehensive Warranty of 2 years.
f)	Specification/Details of Systems	The detailed specifications of the Systems are specified in the tender and placed at Annexure-A.
g)	Web page for details of tender	Webpage: http://www.ycigovtpolykuppam.ac.in Prospective bidders are advised to visit the website periodically for any updates in respect of this tender. No separate advertisement/ communication will be sent to individual parties.
h)	Locations of supplies	The systems are proposed to be supplied at the Department of Electronics and Communication Engineering, Dr. Y.C. James Yen Government Polytechnic, Kuppam, A.P. PIN-517425.
i)	Earnest Money Deposit (EMD) (Refundable)	Bidders must deposit a refundable interest-free EMD of INR 60,000 (Rupees Sixty Thousand Only) via Bank Demand Draft or Bank

		Guarantee.
j)	Performance Security Deposit	The successful bidder has to submit an interest-free security deposit of Rs. 60,000/-.
k)	Tender booklet and Tender Fee Rs.2000/- (Non -refundable)	The tender document can be collected from the Institute office during the working days. from 06.10.2026 to 15.10.2026 between 10:00 and 16:30 hours. Also the tender form can be downloaded from the website www.ycjpgovtpolykuppam.ac.in . The tender fee of Rs.2,000/- (non-refundable DD) shall be enclosed with the Technical cum Financial Bid .
l)	Submission of sealed tender cover	From: 06.10.2026, 10.00 AM To: 15.10.2026, 04.30 PM The sealed tender covers should reach us either by the representative or by registered post to the institute address. Bids received after the due date and time shall be rejected.
m)	Date of opening of Bid	The tender box shall be opened in front of the tender representatives if available and institute purchase committee on 16.10.2026 at 11:00 A.M. at the office of the Institute, Kuppam.

Note: In case any further details are required, the same can be collected from the office of The Principal, Dr. Y.C. James Yen Govt. Polytechnic, Kuppam. PIN: 517425 during the working days.

Principal

Dr. Y.C. James Yen Govt. Polytechnic, Kuppam-517425

INSTRUCTIONS TO THE TENDERERS

The tender shall be submitted in accordance with these instructions, as under.

1. Abbreviations used in this document

Throughout this tender document, the following terminology refers to:

- a. "Working Day" means weekdays except a public holiday and general holidays.
- b. "Systems" means the Desktop computers with complete accessories equipment/software as detailed in Annexure-A.
- c. Here "EMD" means Earnest Money Deposit refundable in a month after placing the purchasing order to the selected bidder.
- d. "Purchaser" means The Principal, Dr. Y.C. James Yen Govt. Polytechnic, Kuppam.
- f. Here ""Tender booklet/document" means a document to follow, abide by the instructions given in this booklet.
- e. "Bid" means the Technical cum Financial details along with tender fee, EMD and other mentioned testimonials submitted by the bidder.
- g. "Bidder, Tenderer" means the eligible and qualified Original Equipment Manufacturers (OEM) / Authorized Distributors / Authorized Dealers/Supplier/Vendor.
- h. "OEM" means Original Equipment Manufacturer.

2. Eligible Bidder/Tenderer

- a. The intending Bidder, in case of Original Equipment authorized Distributorship/Dealer, shall submit a self-declaration on their letter-head, dealer licence along with the Technical Bid, confirming that they are regular in authorised dealers in supplying similar Systems for the last five (05) years, and having a turnover of more than Rs. 05 crores per financial year.
- b. The intending Bidder, in case of Authorized Distributor/Distributor of OEM, shall submit a valid authorized license/Registration/Dealer certificate of association from the Original Equipment Manufacturer and shall be engaged in regular supply of similar Systems for the last five (05) years.
- d. The intending bidder shall never have made any default in supplying the machine/equipment to a Government/Semi-Government/Central or State Public Sector enterprise for any reason in the last five years.

3. Post-Qualification Modalities & Execution Scope

The successful/qualified bidder has to execute a comprehensive formal contract agreement with the Principal of the Institution relating tender documents and modalities of execution, payment along with purchase order issued by the Principal of the Institution.

- 1. **Site Inspection & Readiness:** The selected bidder/vendor shall give information on electrical safety/load requirements prior to delivery.

2. **Performance Bank Guarantee-PBG (as Security Deposit):** The successful bidder must submit an active PBG equal to EMD valid up to the expiration of the full 2-year warranty cycle.
3. **Liquidated Damages (LD):** If the supplier fails to deliver or install the equipment within the specified window, a penalty at the value of EMD of the total purchase order value per week of delay will be levied, capped at a maximum deduction of 10% of the total cost.
4. **Warranty & Maintenance Support:** A comprehensive on-site warranty of **2 Years (24 months)** from the successful date of operational commissioning is mandatory. It must cover all mechanical, electrical, and control console elements. The purchaser is not liable to pay any extra charges on any account during the warranty period.
5. All equipment must comply with the specifications listed in **Annexure-A**. Validated tenders will be selected based on **cost-effectiveness and institutional needs**. The **Purchaser** reserves the final authority on all selections.
6. The successful bidder, after receiving the purchase order, has to execute its installation & commissioning at the designated site within thirty (30) calendar days from the date of issue of the supply/purchase order. No extra cost other charges shall be paid for this purpose.
7. The purchaser shall not be responsible for any damage due to transportation of the systems/equipment to the purchaser's designated site. Further the bidder shall not be allowed part shipments and/or trans-shipments without the permission of the purchaser.

The insurance cover, including insuring the goods against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery/installation & commissioning, shall be borne by the bidder in its own name and not in the name of the purchaser.
8. The quoted price (Indian Rupee ₹) shall include all Delivery/transportation, insurance, installation, levies/taxes, including GST, customs and other applicable charges.

4.Installation and Warranty

The details of the location and address where the equipment is to be supplied are as under:

	Institute	Institute Address
1	ECE Department, Dr. Y.C. James Yen Govt. Polytechnic, Kuppam	Yanadi Palle, Near Model Colony, Kuppam Post, Chittoor District, Andhra Pradesh, India. PIN Code: 517425.

Note: The successful bidder is free to inspect the location at the premises and give suggestions before the execution of the tender.

- a. Any part(s) that fail or are proved defective within the on-site warranty period specified above, owing to defect in design, material or workmanship, shall be replaced by the bidder with original spares only, without any additional charge.
- c. The successful bidder has to offer a "Preventive Maintenance Service" to check the working of hardware & software of the systems, associated systems, and operational efficiency, during the warranty period.

- d. During the warranty period, expert(s) shall be deputed at site by the successful bidder within two working days from the date of request from the purchaser, to rectify and fix defects/malfunctions of the systems within the next three working days. The cost of deputation of expert(s) and any other associated expenditure to attend to the rectification/fixing of the fault shall be borne by the bidder.
- e. If the successful bidder is not able to rectify the fault within three days, the purchaser has the authority to demand demurrages for loss caused by the system's "under repair" situation.

5. Manuals

The bidder is to supply one set of the following manuals in hard-copy format and one (01) set in soft-copy format along with the systems:

- i. Product Manuals
- ii. Product Warranty cards
- iii. Software keys

6. Tender Fees, Earnest Money Deposit (EMD) & Security Deposit

- a. Tender fee Rs.2000/- is non refundable and shall be submitted in DD form along with the tender documents in a sealed cover.
- b. The EMD shall be submitted only in DD form along with the tender documents in a sealed cover. The EMD Demand Draft drawn in favour of "The Principal, Dr. Y.C. James Yen Govt. Polytechnic, Kuppam". No cash towards EMD shall be accepted. Sealed cover, without EMD from bidders shall be rejected. The Purchaser shall not pay any interest on EMD and it will be refunded to all bidders only after 30 days from the bid closing date.
- c. The successful bidder has to submit an interest-free security deposit of Rs. 60,000/- (Sixty Thousand Only) provided in DD/bank guarantee and held with the purchaser till the completion of warranty period as per the agreement between the purchaser and the vendor..

7. Authorization and Submission of Tender

- a. The original and all copies of the bid shall be signed and stamped, on every page, by a person duly authorized to sign on behalf of the Bidder. Written confirmation of authorization (on the bidder's letterhead) confirming the signature of the person so authorized shall be attached with the Technical cum financial bid.
- b. The person signing the tender form or any other document on behalf of the Bidder shall be deemed to warrant that he has authority to bind the Bidder. If it subsequently comes to light that the person so signing had no authority to do so, the purchaser may, without prejudice to any civil & criminal remedies, cancel the tender and hold the Bidder liable for all costs, charges and damages.

- c. The tender documents as per check list given in this booklet are kept in a secured envelope and must be properly sealed. The envelope cover shall be addressed as

Super-scribed as "Desktop computers".

NIT No. **YCJ-GPT/02/Desktop computers/2026**

From: Bidder address details with Mobile number.

To (Institute address with PIN as provided)

Received tender covers without Tender Fee, EMD shall be rejected. The Purchaser shall not be liable for payment of any interest on EMD/tender fees.

It is the responsibility of the bidder to read and prepare all documents, forms as per the terms and specifications of tender documents.

- b. Any cutting/overwriting in the tender must be signed by the person signing the tender.
- d. Tenders received in open covers/letters/fax/email and received after the due date will not be considered.

8. Financial details for Submission

- a. The bidder shall take into account all costs, including packing, freight, transportation and insurance, including unloading of the systems at the purchaser's location, before quoting the "Price of desktop computers before GST" in the bid.
- b. No extra payment or revision of the "Price of desktop computers before GST" shall be accepted on account of any discrepancy in the nomenclature of items. The Bidder is advised to seek clarification, if any, before submitting the tender.
- c. No representation for revision of the quoted "Price of desktop computers before GST" shall be considered until the supplies are completed to the designated location.

9. Rights of Purchaser

It may be noted that "The Principal, Dr. Y.C. James Yen Govt. Polytechnic, Kuppam" has full rights to cancel the supply, even after calling for offers from bidders but before issue of the supply order, without the reason for cancellation being disclosed, and the bidder has no right to ask for the reason.

- a. The Purchaser reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to the supply order, without thereby incurring any liability to Bidders. In case of annulment, all bids submitted and specifically the Bid document, and EMD deposits, shall be returned to the Bidders.
- b. The EMD will also be forfeited in the following cases:
 - i. If the bidder fails to accept the supply order issued, based on his/her offer (bid), within the prescribed time.
 - ii. If the bidder fails to supply the systems with specifications as mentioned in Annexure-A.
 - iii. If the bidder delays supplies beyond a reasonable time, resulting in disruption of the project.
 - iv. If the bidder, for any reason whatsoever, withdraws the tender after it is accepted, or becomes unable or fails to execute the order within the stipulated delivery period.

- v. If submission of a misleading/contradictory/false statement or information, or fabricated/invalid documents, is detected before or after issue of the order to execute the supplies.
- vi. If the successful bidder does not submit the Indemnity Bond within the prescribed time.

10. Security Deposit Forfeit

The security deposit will also be forfeited in the following cases:

- i. If the bidder fails to accept the supply order issued, based on his/her offer (bid), within the prescribed time.
- ii. If the bidder fails to supply the systems or fails to comply with specifications as mentioned in Annexure-A.
- iii. If the bidder delays supplies beyond a reasonable time, resulting in disruption of the project.
- iv. If the bidder, for any reason whatsoever, withdraws the tender after it is accepted, or becomes unable or fails to execute the order within the stipulated delivery period.
- v. If submission of a misleading/contradictory/false statement or information, or fabricated/invalid documents, is detected before or after issue of the order to execute the supplies.

11. Notification of Award

The opened tenders are properly documented and assessed by the o/o of the Principal, and Purchase committee. Validated tenders will be selected based on **cost-effectiveness and institutional needs**. The **Purchaser** reserves the final authority on all selections.

Soon after selection of the successful bidder he was notified and invited formally to execute a contract agreement for supply, installation and mode of payment after execution of the contract and a purchase/supply order was issued to the vendor.

12. Delivery Time

- a. The bidder shall supply equipment within 30 days from the purchase order. If the bidder fails to supply within the period a penalty @2% of the value of the order per week of delay would be levied.
- b. The successful Bidder shall, within a week of receiving communication of acceptance of the quote from the purchaser, intimate its acceptance of the order. The successful bidder shall complete supplies strictly as per the accepted delivery period.
- c. The post-delivery activities, i.e., Installation, Commissioning and Training to Trainers, etc., shall be started within 7 days from the date of receipt of the machine at site by the purchaser.

13. Payment

- a. Total bill will be paid by the purchaser on successful completion of installation and NOC on equipment functioning as per the contract agreement for which the bidder shall produce proper documentation of bills.

14. Causes of Rejection of Tender

- a. While submitting the tender, if any of the prescribed conditions are not fulfilled, or are incomplete in any form, the tender is liable to be rejected.
- b. If any Bidder stipulates any condition of its own, such conditional tender is liable to be rejected.

15. Claims

- a. If the material supplied is found to be off size/shape or of specifications lower than stipulated in the accepted offer, the purchaser shall have the right to totally reject the systems/equipment and/or claim compensation from the bidder. The bidder shall reimburse the purchaser for the claim lodged in writing within 15 (fifteen) days of demand, and shall also compensate for losses, if any, sustained by the purchaser due to defective packing and/or wrong marking of the systems/equipment.
- b. The bidder shall be responsible for arranging removal of the rejected systems/equipment, at its own cost, from the purchaser's premises.

16. Address for Communication

All communication with respect to the tender shall be addressed to: The Principal, Dr. Y.C. James Yen Govt. Polytechnic, Kuppam.

17. Code of Ethics

The Purchaser as well as the Bidder shall observe the highest standard of ethics, including laws against fraud and corruption in force in India, namely the Prevention of Corruption Act, 1988, during procurement or execution of such contracts. If bidders are found engaging in bid pooling, cartelisation, or acting against the law on fraud and corruption, their firms may be blacklisted.

18. Jurisdiction

In the event of any dispute, the legal matter shall be subject to the jurisdiction of Kuppam Court only.

We confirm our acceptance of the instructions (S. No. 1 to 18 above) as given above.

BIDDER'S NAME & SIGNATURE WITH SEAL

The duly signed pages of "Instructions to the Tenderers" as above shall be attached with the bid as a mark of acceptance by the bidder; any tender not confirming these instructions is liable to be rejected.

ANNEXURE-A**Details of Requirements and Technical Specifications of Systems****Name of the System: Desktop computers**

Item	Minimum Specification
Processor	Intel Core i5-13420H Processor, 2.1 GHz (12MB Cache, up to 4.6 GHz, 8 cores, 12 Threads)
RAM	16 GB DDR5 RAM
Graphics Card	NVIDIA GeForce RTX 3050 6GB GDDR6; 1x DP, 1x HDMI, 1x DVI-D
Storage	1TB M.2 2280 NVMe PCIe 4.0 SSD
Operating System	Windows 11 Home
Software	Office Home 2024
Monitor	22 inch normal
Mouse	Optical
Keyboard	USB (Windows)
Wireless Connectivity	Bluetooth and WIFI (Inbuilt 2.5/5 GHz)
Brand Required	HP / DELL / LENOVO etc.
Quantity	Minimum number 9

Manuals:

Selected Bidder must supply 03 sets of manuals (hard copy and soft copy) along with the machine:

- Product Manuals
- Maintenance Manual

ANNEXURE-B

(Undertaking from Bidder, on their official stationery)

To,
The Principal, Dr. Y.C. James Yen Govt. Polytechnic,
Kuppam, A.P. – 517425

Sir,

Subject: Undertaking for participation in tender No. YCJ-GPT/02/Desktop Computers/2026, due for opening of technical bid on 05.10.2026.

Dear Sir,

HAVING EXAMINED AND PERUSED THE FOLLOWING DOCUMENTS

1. Notice Inviting Tender
2. Instructions to the Tenderer
3. Technical Specifications of systems (Annexure-A)
4. Annexure-C (Technical cum Financial Bid)

I/We do hereby submit the above tender in prescribed formats, duly completed in all respects in accordance with the conditions applicable. If this tender is accepted, I/We agree to abide by and fulfill all the terms and conditions in the tender documents.

I/We hereby distinctly and expressly declare and acknowledge that, before submission of this tender, I/We have carefully read and followed the instructions, and have understood the existing system of supply at the location(s) of the purchaser, including the scope and nature of duties expected from the Bidder.

I/We distinctly agree that I/We would hereafter make no claim or demand upon the purchaser based upon or arising out of any alleged misunderstanding or misconceptions, or mistake on my/our part, of the said stipulations, restrictions and conditions.

I/We declare that our unit has never made any default in supplying the machine/equipment to a Government/Semi-Government/Central or State Public Sector enterprise for any reason in the last five years.

Any notice required to be served on me/us shall be sufficiently served on me/us through email or post (registered or ordinary), courier, or left at my/our address furnished herein.

.....
.....

I/We fully understand the terms and conditions in the tender documents.

I/We understand that the purchaser is not bound to accept any proposal, and may reject it without assigning any reason.

Dated this day of 2026

Authorized Signatory
Seal:

ANNEXURE-C

Format & Requirements for Submitting Technical cum Financial Bid

1. Tender Ref. No.:
2. Name of Bidder:
3. Complete office address/contact numbers/Email ID/Mobile Number of Bidder:
4. Tender fee payment details (if tender document downloaded from website): Details of DD by which tender fee paid:
5. Confirmation of acceptance of Technical Specifications for the supply of systems:

S.No.	Technical Specifications	Acceptance to the Specification as placed at Annexure-A and agreed to supply with required quantity (write YES/NO only)	If marked "NO" in the column before, specify the deviation in the specification of the systems offered for supply
1	Processor		
2	RAM		
3	Graphics Card		
4	Storage		
5	Operating System		
6	Software		
7	Monitor		
8	Mouse		
9	Keyboard		
10	Wireless Connectivity		
11	Brand Required		
12	Quantity		

6. Confirmation for supply to the location:

S.No	Details	
1	Tentative quantity required	8-14
2	Consent to supply (write YES/NO only)	
3	Total cost/unit without GST	
4	Total cost/unit with GST	

EMD payment details / Details of DD paid:

7. PAN of bidder (self-attested copy to be enclosed):

8. GSTIN registration number of bidder (self-attested copy to be enclosed):
.....

9. Delivery period after receipt of supply order from purchaser: (The purchaser is expected to complete delivery of the systems within thirty (30) calendar days from the date of issue of supply order.) However, the bidder has an option to submit the best delivery time — delivery to be completed in number of days (Calendar Days in figure) / (Calendar Days in words) from the date of issue of supply order by the purchaser.

10. Details of address with contact details from where the bidder plans to offer After-Sales Services during the warranty & post-warranty maintenance period:

	Location
Details of address of bidder for rendering 'After Sales Services'	Dr. Y.C. James Yen Govt. Polytechnic, Kuppam, A.P. – 517425

11. Details of address with contact details for at least three (03) purchasers to whom the bidder supplied a similar systems in the last five (05) years, and which shall be in operation to the satisfaction of the buyer for the last three (03) years. The format for submission of details for at least three purchasers is as under (the bidder can furnish details of even more than three purchasers):

- Address of Purchaser with contact details (email and phone no.):
- Details of order for supply placed to bidder:
- Description and quantity of ordered equipment:
- Value of order in rupees:
- Date of completion of delivery:

(The purchaser shall have liberty to contact any or all of the purchasers to assess the performance of the machine supplied by the bidder.)

12. Documents – details to be enclosed with the Technical Bid by the bidder, as under:

- a) In case the bidder is the Original Equipment Manufacturer, the bidder is to submit a self-declaration on their letter-head, confirming that they are regular in manufacturing & supplying similar Systems, as asked in this tender, for the last five (05) years.
- b) In case the bidder is an Authorized Distributor of OEM / Authorized Dealer of OEM, the bidder is to attach a self-certified valid authorized Distributorship/Dealership license from the Original Equipment Manufacturer, and shall be engaged in regular manufacturing and supply of similar Systems for the last five (05) years, and engaged with the present OEM for the last three years for which this tender is being participated in.
- c) The Original Equipment Manufacturer shall attach a self-certified copy of a valid ISO Certificate for their establishment.
- d) In case the bidder is an Authorized Distributor of OEM / Authorized Dealer of OEM, the bidder is to attach a self-certified copy of a valid ISO Certificate of their OEM.
- e) Undertaking as per Annexure-B, on official stationery.
- f) Duly signed copies of all pages of "Instructions to Tenderers" of the tender document, as a mark of acceptance.
- g) Letters substantiating performance from at least three (03) other purchasers, to whom a similar systems were supplied by the bidder in the last five (05) years, wherein the machine shall have been in operation to the satisfaction of the buyer for the last three (03) years, to enable assessment of the performance of the systems supplied by your organization.
- h) Technical literature of the systems, with particular reference to the model proposed to be supplied against this tender, along with reference to a website to assess further features.
- i) Authorization letter in favour of the personnel authorized to sign the tender on behalf of the bidder.
- j) Self-certified copy of a valid certificate for claiming tender fee exemption (if applicable).
- k) Self-attested copy of valid GSTIN registration.
- l) Self-attested copy of valid PAN.
- m) The Bidder shall furnish complete technical details of the machine/equipment/material offered for supply through this tender (use a separate sheet to elaborate the technical specifications, such as Measuring Range/Size, Least Count/Resolution, Accuracy, Materials used, Accessories, Tools, Spares, software, etc.).
- n) The Bidder is to submit all supporting information with respect to the technical data, drawings or booklets of the product. Any product brief or test certificates available may be enclosed.

I/We, as bidder, certify that:

- a. The tender shall remain valid for acceptance for 03 days from the date of opening of the Technical Bid of the tender.
- b. We agree to offer services for on-site comprehensive warranty on the systems for two years, supplied through this tender.
- c. We agree to impart on-site training to the designated personnel of the purchaser for 10 working days.
- d. The above systems should be provided with safety features/curtains/enclosures/stands, etc., wherever applicable.
- e. The units should certify that all consumables, electrical and electronic parts of the product conform to national/international standard(s).
- f. The total cost quoted above should be inclusive of Basic Price, Transportation, Incidental Services (including Insurance, Loading/Unloading, Packing & Forwarding charges, etc.), Installation, Commissioning, Demonstration & Training, on-site warranty for two years.

I/We, as bidder, further certify that:

- i. We agree to offer services for on-site comprehensive warranty for two years on the systems supplied through this tender.
- ii. We agree to impart on-site training to the designated personnel of the purchaser for 10 working days.
- iii. We agree to supply three (03) sets of the Installation, Operation, Maintenance and Training Manuals with the systems.

Further, we confirm that we agree with the terms and conditions specified in "Instructions to Tenderers", and if selected, the execution of supplies would be made in compliance therewith.

Name & Signature of the authorized bidder with stamp; contact details of the authorized person of bidder who has signed the tender.

Name:

Designation:

Phone (office): Phone (Mobile):

E-mail:

Check list

Submit the following signed documents(or equivalently available)

1. DD Rs 2000/- **(Non-Refundable).**
2. DD EMD **₹60,000/-(Refundable)**
3. Signed Original Technical cum financial quotation documents.
4. Supporting Product Broachers and specifications with images, diagrams.
5. Company/MSME/Dealer/Supplier registration/ Udyam testimonials.
6. Brief profile of the company/ MSME/Dealer/Supplier with management and address details.
7. Details of five years turnover, sales, supply details of the company/MSME/Dealer/Supplier.
8. PAN, TAN, Bank account details for future transactions.
9. ISO certification/ Dealer Licence or any equivalent certificate.
10. Self declaration/undertaking certificate.
11. Signed copy of tender booklet after studying whole tender document.
12. Annexure A.
13. Annexure B.
14. Annexure C.

NOTE:- All the documents should be attested by the Authorized Company representative.