



National Law University and Judicial Academy, Assam
(Established by the Assam Act No. XXV of 2009)

NLUJAA/IT/F/NIQ/2014-15/001

Date 09/02/2015

SHORT NOTICE INVITING QUOTATIONS

(For supply of IT and other electronic equipment)

The National Law University and Judicial Academy, Assam invites sealed quotations from Manufacturers/ Dealers/Distributors/Authorized Suppliers for urgent supply of the following items mentioned below.

SL. No.	Brief description items	Qty. required	Technical Specification
1	Desktop Computer	10	As per the ANNEXURE II mentioned in the notice
2	Laser Printer (Network)	2	
3	UPS offline (600 VA)	12	
4	Laptop (HP/Lenovo/Sony/Dell)	1	
5.	Multifunction Printer	1	
6.	External USB Hard Drive (1 TB)	1	
7.	MS Office 2013 Standard Academic OLP License ESD	25	
8.	UPS (1 KVA)	3	

Last date of submission of quotations shall be **16/02/2015 at 4.00PM**

The interested vendors can submit Quotations completed in all respect in a sealed cover super scribed "Quotation for supply of computers and its accessories" should reach in the office of Registrar, National Law University and Judicial Academy, Assam, B.K. Kakoti Road, Bholanath Mandir Path, Ulubari, Guwahati-781007" on or before 16/02/2015 up to 3PM which will be opened on the same day at 4.00PM by a University Purchase Committee. Presence of your firm's representative or authorized person is expected on the time date & venue mentioned above.

Sd/-
Registrar

GENERAL INSTRUCTIONS:

1. The prices/rates quoted should be indicated in words as well as in figures. Institutional discounts if any should be quoted.
2. In case the computers and accessories as per the University's requirement are in the DGS&D rate contract, vendors are requested to quote accordingly along with all relevant documents.
3. In the case vendor offered DGS&D rate, all the terms and conditions will be applicable as per the DGS&D.
4. VAT/CST/service tax/excise duty/custom duty/local levies etc. wherever applicable should be shown separately in the quotation.
5. Quotations must be submitted along with the technical literature, detail specifications, user list, assured performance guarantee etc. wherever applicable.
6. In case of dealer/supplier certificate from OEM must be enclosed with the quotations wherever applicable.
7. Standard warranty/guarantee as per policy of the manufacturer should be declared wherever applicable. In case any additional warranty/guarantee offered by the vendor that should also be mentioned in the quotation wherever applicable. If in case the warranty period is specified in the Technical Specification/Requirement that should be applicable to all.
8. Availability of nearest service station/after sales service support must be clearly mentioned in the quotation.
9. AMC rates after expiry of the standard warranty/guarantee period must be quoted.
10. Vendors are requested to enclose a copy of their valid certificate of PAN No., TAN No, and Service Tax No. with their quotation.
11. Vendors may note that if the date of quotation opening given in this short quotation notice is declared to be a holiday, the quotation shall be opened on the next working day at the same timing. In such an event the closing hours for receipt of quotations in NLUJAA will stand automatically extended up to 4.00 P.M. of the next working.
12. Late/delayed quotations received in NLUJAA due to any reason whatsoever will not be accepted.
13. Vendor are at liberty to be present or authorize a representative to be present at the opening of the quotation at the time and date as specified in the Schedule. The name and address of the representative authorized to attend the opening of the quotation on behalf of a tendering firm should be indicated in the tender. The representative so deputed should also bring with him a letter of authority from the firm for having been authorized to be present at the time of opening of quotation. The name and address of permanent representative of the firm, if any, should also be indicated in the quotation. Representatives of firms who have not submitted the tender or representatives not possessing authority letter from the vendors or outsiders shall not be allowed to attend the tender opening process.
14. The sealed quotations should be dropped in the Tender Box kept at NLUJAA, NEJOTI Building, B.K. Kakoti Road, Ulubari, Guwahati – 781007.
15. Payment will be made immediately as per the regulation of the university.
16. Vendors are requested to mention the best possible delivery/installation time on the basis of which preference will also be given.

DECLARATION

From:-

M/s
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To

The Registrar
National Law University and Judicial Academy, Assam
Ulubari, Guwahati – 7

Sir,

I/We have read and understood the contents of the short notice inviting quotations and agree to abide by the **terms and conditions of this notice**.

I/We further assure that none of the Proprietor/Partners/Directors of the firm was or is Proprietor or Partner or Director of any firm with whom the Government have banned /suspended business dealings. I/We further undertake to report to the Registrar, NLUJAA immediately after we are informed but in any case not later 15 days, if any firm in which Proprietor/Partners/Directors are Proprietor or Partner or Director of such a firm which is banned/suspended in future during the currency of the Contract with you.

Yours faithfully,

(Signature of the vendor)

Name:

Designation with Seal of the Firm

Technical Specifications**Sl. No. 1 (a): Desktop (Mini Tower)**

Parameter	Specification
Monitor	Minimum 19" LED Display
Processor	Intel i3 4 th Generation
RAM	4GB, DDR3 (Expandable up to 32GB)
Hard-disk	500 GB
Graphics	Integrated HD graphics
Optical Drives	DVD+RW
Ports	Minimum 4 External USB 2.0 and 2 USB 3.0 ports (Minimum 2 ports on front panel),VGA,RJ-45, Mic-in Headphone out (both in front and rear)
Network Connections	Gigabit LAN Wifi: IEEE 802.11 radio standards, the WPA and WPA2 security standards
Operating System	Windows 8.1 Professional (64 bit) preloaded
Keyboard and Mouse	USB Keyboard and USB Optical Mouse from same OEM
Warranty	3 years comprehensive (onsite)

Sl. No. 1(b): Desktop (All in One)

Parameter	Specification
Monitor	Minimum 20" LED Display
Processor	Intel i3 4 th Generation
RAM	4GB, DDR3
Hard-disk	1 TB
Graphics	Integrated HD graphics
Optical Drives	DVD+RW
Network Connections	Gigabit LAN Wifi: IEEE 802.11b/g/n radio standards, the WPA and WPA2 security standards
Operating System	Windows 8.1 (64 bit) preloaded
Others	In build HD Webcam, Bluetooth, Hi Speed USB 3.0 ports, keyboard, Optical Mouse, Card reader
Warranty	3 years comprehensive (onsite)

Sl. No. 2: UPS (600 VA)

Parameter	Specification
Type	offline
Capacity	600 VA
Backup	Minimum 15~20 Minutes
Warranty	Minimum 2 Years on UPS with battery

Sl. No. 3: Laser Printer (Network)

Parameter	Specification
Print Technology	Monochrome Laser
Print resolution	Minimum 600X 600 dpi
Print speed	Minimum 25 ppm
Paper Handling	Main input tray 2: 250 sheets, Output tray: 150 sheets
memory	128 MB
Duplex Printing	Yes
Media types	Paper A4, envelopes, labels, cardstock, postcards
Connectivity	Hi-Speed USB 2.0;
Network capabilities	Built-in Ethernet, Wi-Fi 802.11b/g/n
Warranty	As per OEM

Sl. No. 4: Laptop

Parameter	Specification
Screen	13.3" HD Display
Processor	Intel i5 4 th Generation
RAM	4GB, DDR3
Hard-disk	1 TB
Network Connections	Gigabit LAN Wifi: IEEE 802.11b/g/n radio standards, the WPA and WPA2 security standards
Operating System	Windows 8.1 Professional (64 bit) preloaded
Others	In build HD Webcam, Bluetooth, Hi Speed USB 3.0, Card reader, Spill resistant keyboard
Warranty	3 years comprehensive

Sl. No. 5: Multifunction Printer

Parameter	Specification
Functions	Print, copy, scan
Print Technology	Monochrome Laser
Print resolution	Minimum 600X 600 dpi
Print speed	Minimum 25 ppm
Copy Speed	Minimum 25 cpm with resolution 600X600 dpi
Scan resolution	Color 600 X 600 dpi
Scan Type	Flatbed with jpeg, png, pdf file format
memory	Minimum 128 MB
Duplex Printing	Yes
Connectivity	Hi-Speed USB 2.0;
Network capabilities	Built-in Ethernet, WiFi 802.11b/g/n
Warranty	As per OEM

Sl. No. 6: External USB Hard Drive (1 TB)

Parameter	Specification
Interface	USB 3.0 (No external power adapter)
Capacity	1 TB
Warranty	Minimum 2 Years

Sl. No. 7: MS Office 2013 Standard Academic OLP License ESD

Sl. No. 8: UPS (1 KVA)

Parameter	Specification
Type	Line Interactive
Capacity	1 KVA
Backup	Minimum 30 Minutes
Warranty	Minimum 2 Years on UPS with battery

Note

- 1. Vendors are requested to quote computers both desktop (mini tower) and desktop (all in one) models, University will issue indent accordingly as per the requirement/ necessity.**
- 2. Vendors are in liberty to quote the closest matching DGS&D approved computers and its accessories.**
- 3. If items as indicated above are under DGS&D rate contract only that particular items are to be offered. Under that situation the specification and terms and condition shall be as per the DGS&D rate contract.**
- 4. Quantity of requirement may increase further; therefore vendors are requested to quote the best possible price for the University.**
- 5. Place of delivery/installation: NLUJAA, NEJOTI Building, B.K. Kakoti Road, Ulubari, Guwahati – 781007.**
- 6. Consignee: Registrar, NLUJAA.**
- 7. Delivery/installation Schedule: Maximum 30 days from date of issue of supply order.**
- 8. Delivery/Installation charge: No extra payment will be made.**