



# Central University of South Bihar

(A Central University established under Central Universities Act 2009)  
Camp Office: BIT Campus, P.O.: B. V. College, Patna – 800014 (Bihar)

[Formerly Central University of Bihar, and since changed under the Central Universities (Amendment) Act, 2014]

## **LIMITED TENDER NOTICE**

**Ref.No.: CUSB/PSD/MISC/TENDER/02/2017-18, Date: 08/05/2017**

**Subject: Limited Tender Notice for Supply and Installation of Multifunctional Printer.**

Central University of South Bihar, is inviting quotation in sealed envelope for supply & successful installation of **Multifunctional Printer**.

Please quote your competitive rates with complete specification, details, warranty etc. so as to reach to the Office of **Registrar, Central University of South Bihar, BIT Patna Campus, P.O.: B.V. College Campus, Patna - 800014** on or before **23/05/2017 at 5.00 p.m.** through Registered Post /Speed Post/by hand in tender box.

Sl. No.	Particulars	Quantity Required (approx.)
1	<b>Multifunctional Printer</b> Specification : Printing Method: Laser Type: Multifunction Display : 2" LCD or equivalent Printing: Monochrome Model: HP/ Canon or equivalent make.	<b>15 (Fifteen)</b>

## **General Terms & Conditions**

1. The Tender must be submitted in a separate **sealed envelopes giving complete technical details with EMD and other envelop of the Price Bid**. The Technical offer should include all details on specifications asked for as mentioned above. In technical Bid the details of specification, quality, manufacturing details, capabilities, previous supply commitments and other specifications should be given with the suppliers' credentials and second one should contain Price Bid only. The two envelopes should be put in a separate sealed envelope mentioned the tender reference.
2. The Envelope should be duly sealed and should be duly super scribed.
3. The quantity mentioned above is indicative and may increase or decrease at the time of placing Supply order.
4. The bidder must submit an EMD of **Rs. 5,000/- (Five thousand only)** only in form of Demand Draft from any nationalized bank in favour of "Central University of South Bihar, payable at Patna. **Without EMD the tender will be rejected.**
4. Payment will be released after successful supply and successful installation. No advance or partial payment request will be entertained.
5. Taxes as per norms of Govt. of India.
6. The rate should be quoted on F.O.R. University Campus, basis.
7. No packing/forwarding charges will be paid extra.
8. Unsealed quotations will be rejected summarily and quotations must reach on or before the due date.

**Registrar**



CENTRAL UNIVERSITY OF SOUTH BIHAR

TECHNICAL BID PROFORMA

NIT No.: CUSB/PSD/MISC/TENDER/02/2017-18

Dated: 08/05/2017

**Tender for Supply & Installation of Multifunctional Printer.**

1. Name of the Organization \_\_\_\_\_
2. a) Head Office / Registered Office \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
  
Telephone No/mobile No. \_\_\_\_\_  
  
Fax No. \_\_\_\_\_  
  
Email \_\_\_\_\_  
  
Web site (if any) \_\_\_\_\_  
  
Date of Establishment \_\_\_\_\_  
  
Branch Office in Patna , if any (Provide Complete Address) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
  
Telephone No. \_\_\_\_\_  
  
Fax No./Email \_\_\_\_\_
3. Name of Chief Executive / Proprietor / Partners with Designation \_\_\_\_\_  
  
Telephone No./Mobile No. \_\_\_\_\_  
  
Fax No./ Email \_\_\_\_\_
4. Name of Contact Person \_\_\_\_\_  
  
Telephone No./Mobile No \_\_\_\_\_  
  
Fax No./Email : \_\_\_\_\_

**5. Type of Organization****Certified Documents to be enclosed**

- a) Proprietary ☐ Trade License
- b) Partnership ☐ Partnership Deed, Trade License
- c) Private Limited Company ☐ Memorandum of Article
- d) Public Limited Company ☐ Certificate of Registration
- e) Public Sector ☐ Trade License

**6. Nature of Business (tick the relevant)**

Manufacturing		Service		Dealership	
Stockist		Indian Agent		Indian Branch Office	
Others Pl. Specify					

**7. Class / Type of Product / Materials Manufactured / Sold / Serviced/ Fabricated :**

Scientific Equipment		Electronics		Lab Consumables & Chemicals	
Electrical Items		Computer Peripherals		Computers	
Laboratory Equipments		Office Automation Product		Electrical Works	
Sport Materials		Water Coolers		Air-conditioners	
AV Equipments		Boards		Other, please specify.....	

**Audited Annual Turnover during last 3 years (Rs. In Lakhs ) (Enclose Chartered Accountant's certification & Income Tax Return Copy)**

Year	Rupees in Lakhs	Annexure (Sl. No.)
2015-16		
2014-15		
2013-14		

**8. Commercial Information (Enclose Attested Copy wherever Applicable)**

S.No.	Information	Details	Annexure (Sl. No.)
1	GST Regn, No.		
2	CST / VAT Regn. No.		

<b>3</b>	State ST Regn. No			
<b>4</b>	TIN No.			
<b>5</b>	Excise Registration No. Trade / Factory License No.			
<b>6</b>	Service Tax Regn.No.			
<b>7</b>	PAN No.			
<b>8</b>	Details of Registration Certificate with DGS&D/NCCF			
<b>9</b>	SSI/NSIC Certificate			
<b>10</b>	Current dealership agreement with Principal Letter No. / Date / Valid upto			
<b>11</b>	Relevant IISI/ SO Certificate, if any			
<b>12</b>	<u>Bank Details :</u> Account No.			
<b>13</b>	Name of Bank & Branch			
<b>14</b>	IFSC Code			
<b>15</b>	Details of Tender Fee	Amount:	DD Details:	Name of the issuing Bank & Branch
<b>16</b>	Details of EMD	Amount:	DD Details:	Name of the issuing Bank & Branch
<b>17</b>	Details of Previous Supply in Govt. Organisations / Govt. Educational Institutions (Enclose Supply order & Performance report. If required enclose separate sheets )	Name of the organization	Item Supplied / Qty.	Total Value (Rs in lakhs)

I/ We hereby give an undertaking that the information provided are true to the best of my knowledge and belief. If anything found to be false at any stage my tender will be liable to be rejected and EMD amount will be forfeited

Signature & Seal of authorized representative: .....

Date:.....

## **FINANCIAL BID PROFORMA**

(It should be submitted in a separate sealed envelop)

**TENDER NOTICE NO.: CUSB/PSD/MISC/TENDER/02/2017-18, DATED: 08/05/2017**

**SUB.: SUPPLY & INSTALLATION OF MULTIFUNCTIONAL PRINTER.**

**Name of the Bidder: \_\_\_\_\_**

Sl. No.	Item Description	Qty. (Approx.)	Unit Price (INR)	Total Amount (INR)
1	SUPPLY & INSTALLATION OF MULTIFUNCTIONAL PRINTER (As per specification mentioned in the tender document)	15 nos.		
Total Basic Amount(Rs.)				
VAT/CST/GST				
Freight & Other charges (if any)				
Entry Tax, if applicable				
Installation charges ,if any				
Total F.O.R. CUSB Campus				
Total Amount in words: (Rs. ....)				

**Note: No overwriting or use of whitener is permitted. If done it will be summarily rejected.**

**Date:**

**Signature\_\_\_\_\_**

**Name\_\_\_\_\_**

**Designation & Seal**