



**UNIVERSITY OF KERALA**

**Tender Document**

**For**

***Supply and installing networking (LAN)  
equipment and cables in School of Distance Education  
at Kariavattom Campus.***

**School of Distance Education  
Kariavattom Campus, Thiruvananthapuram, Kerala, India - 695 581  
Kariavattom Campus, Thiruvananthapuram-695 581, Phone: 2308566**

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**2.**  
**Bidder Details (FILL THE DETAILS)**

Registered Name and Address of bidder	
Communication Address	
<u>Other contact information</u> Telephone Office : Mobile: Email : FAX :	
<u>PAN AND GST No.</u>	



# UNIVERSITY OF KERALA

Kariavattom Campus, Thiruvananthapuram, Kerala, India - 695 581

No. SDE-01/Networking/ Computer Lab/2021

07.01.2022

## Tender Notice

Sealed quotations are invited from reputed firms for Supply and installation of following items through **SPEED POST/ REGISTERED POST/COURIER** only as per the minimum specification, Scope of work and terms of condition mentioned in the document at Kariavattom campus of University of Kerala at Kariavattom Campus.

1.	Name of work /Items	Supply and installing Networking equipment and cables in School of Distance Education at Kariavattom Campus.
2.	Tender No.	SDE-01/Networking/ Computer Lab/2021
3.	Cost of tender form/ Tender Submission Fee	Rs.448/-
4.	Earnest Money Deposit	Rs. 1400/-
5.	Period of Completion	15 Days
6.	Documents to be submitted.	See Section 3.
7.	Start Date of issue	Shall be used the downloaded forms from <a href="https://keralauniversity.ac.in/tender_ku">https://keralauniversity.ac.in/tender_ku</a>
8.	Last Date of receipt of Tender/ Bid closing	25.01.2022 @ 03:00 PM
9.	Date and time of Opening Tender	25.01.2022 @ 03:30 AM
10.	Contact details for Technical Clarification	The Director, School of Distance Education, University of Kerala, Kariavattom Campus, Thiruvananthapuram, Kerala-695581 For Technical Queries - 7034733478

The interested bidders can download the Tender documents at free of cost from university website. Detailed Terms and conditions and Technical Specifications are available in Tender documents.

The bids shall be opened at the office of the Director, School of Distance Education, on Date mentioned above. If the above date of opening tender happens to be on a holiday or due to any other valid reason, the tender opening process will be done on the next working day or the day fixed by the undersigned.

**Sd/-  
Director, CLIF  
University of Kerala**

### **3. Eligibility Criteria and Documents to be Submitted**

**(i). Eligibility**

The bidder,

- a. Shall be a Registered in India.
- b. Shall have Office in Kerala.
- c. Shall have completed Networking works of amount Rs.2,00,000/-
- d. Shall have submitted all the Documents mentioned

**(ii). Documents to be Submitted**

The Bid shall contain the scanned copies of the following documents which every bidder has to upload:

1. GST Registration Certificate of the Firm.
2. PAN details of the Firm.
3. Tender Fee paid Details.
4. EMD Paid Details.
5. Experience Certificate/ Work Completion Certificate from End user Regarding the Completed (one networking) work not less than Rs.2,00,000/- (Purchase order is not acceptable) within a period of last 3 years.
6. Signed Tender form **(with bidder details filled)** as acceptance of terms and conditions.
7. Financial BID with Make and Model No. against Estimate Items. (As in attached format - Annexure 1)

**Fixed price:** Prices quoted by the Bidder shall be fixed during the bidder's performance of the contract and not subject to variation on any account. A bid submitted with an adjustable/ variable price quotation will be treated as non - responsive and rejected.

**A). Tender Fees and Earnest Money Deposit (EMD)**

The Bidder shall pay a tender document fees and Earnest Money Deposit or Bid Security as mentioned in the notice inviting tender. The Bid security is required to protect the purchaser against risk of Bidder's conduct, which would warrant the forfeiture of security.

**Payment modes:** The Tender Fee and EMD can be paid in the following manner

1. A DD drawn in favor of "The Finance Officer, University of Kerala, Thiruvananthapuram" payable at Palayam Branch.

***"Separate DD should be submitted for Tender fee and EMD "***

B). **SUBMISSION PROCESS:**

For submission of bids, all interested bidders shall submit their best possible offers through **SPEED POST/ REGISTERED POST/COURIER** only to reach the office before the last date and time of bid closing mentioned in the notice.

## **4. Scope of the Work**

The supplier has to supply, install and commissioning the network system as mentioned in Annexure 1. If any additional components are needed for the satisfactory completion of the work, the supplier shall be included in it also.

## **5. Terms and conditions**

1. This Bid is a **Single cover bid**. Technical bid and financial bid shall be submitted in Same cover. Failing which will be disqualification of the bidder.
2. The quotation Should be addressed to The **Director, School of Distance Education, University of Kerala**
3. The bidder shall quote rate for each item in the BoQ in Annexure 1. Incomplete BoQ is liable to be rejected.
4. Incomplete & conditional tenders and tenders received after the due date will be summarily rejected without assigning any reasons thereof
5. The Bidder shall quote price in clear terms. The rates quoted must be inclusive of all taxes, cost of supply at site, warranty and installation charges etc...
6. The price should be quoted only in Indian rupees. The bid shall be typed and signed by the bidder.
7. All the documents mentioned shall be submitted without fail.
8. All document be typed and clear.
9. **EMD and Tender Fee:** - The bidder shall furnish EMD and Tender Fee as mentioned in Quotation Notice. Exemption Certificate if any shall be submitted.
10. **Forfeiture of EMD:** - The EMD shall be forfeited if the successful bidder neither signed the agreement nor furnish the performance security
11. **Validity:** - The Bid will be valid for 90 days from its date of opening. Further extension can be done by mutual consent.
12. If ordered the supplier shall execute an agreement in the Non-Judicial Stamp paper worth Rs. 200/-.
13. **Delivery:** - The item should be delivered at various Department in University of Kerala, Kariavattom Campus.
14. **Installation and commissioning:** - The items shall be installed and commissioned at the University of Kerala, Kariavattom Campus.



15. **Period of Completion:** - The work shall be completed within a period 45 days from date of agreement.
16. **Payment:** - The University will release the payment only after inspecting the work and satisfy that the supply is as per the requirements and on the basis of actual quantity executed. The payment will be made after successful completion of the supply on producing invoice in duplicate. The final bill shall be based on the actual quantity of supply made.
17. **Warranty/Guarantee:** -
- a) The Warranty of Switches and Optical transceivers shall be Next Business Day warranty.
  - b) Switches shall be provided with Lifetime Warranty/ minimum 5 year warranty.
  - c) The supplier shall guarantee to repair/replace the items or its part -if found defective within the **warranty (Defect Liability) period of 1 year for the items, the warranty of which are not mentioned Estimate.** For other items supplier shall replace the item within the warranty period mentioned in Specification/ estimate.
  - d) The entire expenditure for repair/ replaces the item in this regard shall be borne by the supplier. Warranty shall be applicable for entire item.
18. In case of dispute arises, the decision of university authority shall be final and binding on bidders.
19. The undersigned reserves the right to reject or accept any or all the tenders received fully or partly without assigning any reason thereof.
20. General rules relating to purchase of materials/equipment mentioned in store purchase manual will be also applicable to this tender.

**Director  
School of Distance Education,  
University of Kerala**

**Annexure 1**  
**Financial Bid**

Supply and installing Networking (LAN) equipment and cables in School of Distance Education at Kariavattom Campus.							
Name and Address of Bidder: SDE-01/Networking/ Computer Lab/2021							
SDE-01/Networking/ Computer Lab/2021							
<b>Materials</b>							
No.	Item	Quantity	Unit	Unit rate	Price	Make	Model
1	Cat6 UTP Cable (Molex/Amp)	700	Mtr				
2	Information Outlet (Molex/Amp)	10	Nos.				
3	Single shutter faceplate	10	Nos.				
4	3/3 SMB (box)	10	Nos.				
5	RJ 45 connectors	10	Nos.				
6	32mm White ISI PVC Pipe with accessories	26	Mtr				
7	100 X DLP Trunking	40	Mtr				
8	100 X DLP Trunking accessories T, End Cap, Corner cap	12	Nos.				
9	Cat 6 1mtr Patch cord	50	Nos.				
10	Cable manager	2	Nos.				
11	24 port Cat 6 patch panel – Fully Loaded	2	Nos.				
<b>Labor</b>							
1	Cat6 UTP Laying Charges	700	Mtr				
2	RJ 45 / IO Termination Charges (Including Old and Dismantled)	99	Nos.				
3	Faceplate Fixing Charges (Including Old and Dismantled)	50	Nos.				
4	3/3 PVC Box fixing Charges (Sufave-(Including Old and Dismantled)	50	Nos.				
5	Concealed laying of 20mm/25mm/32mm PVC Pipe by cutting the floor plastering after laying pipe making the floor good	10	mtr				
6	100XDLP Trunking laying charges	40	Mter				

7	32 mm PVC Laying Charges	16	mtr				
8	Fixing and Dressing of Wallmount Rack	1	Nos.				
9	Fixing and Ports termination of Patch pannel	2	Nos				
10	Testing, Commissioning and Labelling of Network	1	Nos				
11	Wiring Electrical point (With 2 switches and two 6A plug Point)	1	Nos.				
12	1 KV UPS with wall mount stand	1	Nos.				
13	Unforeseen Items	1	Nos.				
GRAND TOTAL							

**I ..... (Name of authorized person) on behalf of  
..... (Company Name) do  
hereby agree the terms and conditions mentioned in the tender and supply of above  
items as per the schedule and rate mentioned in the financial bid.**

**Signature and seal of Bidder**