



University of Calcutta

ITEM RATE E-TENDER

**REGISTRAR DEPARTMENT
DARBHANGA BUILDING**

87/1 College Street
Kolkata - 700073

University of Calcutta

Notice Inviting e-Tender

(Bidding through e-tendering mode only)

E-Tender No. :R/431/25

Dated: 04.12.2025

The University of Calcutta invites e-tenders for supply of following ITEMS for the **RUSA Project** from experienced & bonafide firms/ organizations having credential of similar nature of work in any Government/ Semi-Govt./State Aided University/Autonomous Govt. aided Institution.

Name of Work: Supplying and commissioning of Desktop, UPS (600 VA), laptop, colour printer and colour photocopier (Annexure –I) under RUSA project in College Street Campus, University of Calcutta.

- 1) **Earnest Money (EMD):** Rs 24000/- only. **(To be deposited Online).**
- 2) No interest will be paid on the EMD (if any).
- 3) **Completion time of the work:** 21 days from the date of issuing work order.
- 4) **Bid Validity Period:** 180 days.
- 5) **Name of the Concerned Department:** Office of the Registrar Department, University of Calcutta.
- 6) **Eligibility criteria for participation in the tender (up to date as on date):**
 - The intending bidder must attach the photo-copies of all the relevant documents such as **Valid Trade License in similar nature of work**, P.Tax, GST & Pan and credential for satisfactory completion of **similar nature of job amounting to 75% of the quoted value** in a single tender in the last three (03) financial years in Government, or Government Undertaking or any State Aided University. **Only completion certificate of the work will be considered as Credential of works.** Original documents(**up to date as on date**) may be asked for verification of technical checking on the date of tender opening. Failing to produce original documents, the tender will be rejected.

N.B: – Completion certificate should contain a) Name of work, b) Name and address of Client, c) Amount put to tender, d) Date of commencement of work e) Date of completion of work.

- The bidder must have a registered office at Kolkata or surrounding districts in West Bengal. A copy of the address proof is to be submitted.

- 7) **BOQ for the respective work should be uploaded along with valid trade license, P.Tax, PAN, GST & completion certificate for last 03 financial years (up to date as on date).**
- 8) Consortium is not allowed and No Partial Quote will be accepted.
- 9) **Time Extension:** Time is the essence of the contract, generally no time of extension will be allowed. But, in case of Force Majeure, the extension of time may be considered on the basis of actual situation and subject to consideration of the Tender Inviting Authority.
- 10) **Liquidated damage:** Liquidated damage will be charged to the contractor, if they fail to complete the work within the stipulated time as per contract@0.01% per day to a maximum limit of 10 % of the contract value.
- 11) **Defect& Liability Period:** The defect & liability period will be for a period of manufacturer guarantee from the date of completion of the job. Any defects pointed out during said period has to be mending good damages by the agency at their own cost failing which the retention money will be forfeited.
- 12) **No extra payment will be paid beyond the tendered amount.**
- 13) The Tender Inviting Authority reserves the right to accept or reject any tender without assigning any reasons.
- 14) **The intending bidder must quote all item/s rate on the BOQ, failing which his/her tender, will be cancelled. The Bidder should inspect the site for the mentioned work before bidding of the tender.**

Technical Specification: (Annexure -I)

Desktop: Intel i5 12400&8 GB RAM & 512 GB SSD and 3 years warranty (19.5 inch Monitor)= Qty 12 Pcs.

Items	Specification Name	Bid Requirement (Allowed Values)
Processor	Processor Make	Intel
	Processor Generation	12orhigher
	Processor Description	12th Generation, Intel Core i5 12400
Motherboard	Chipset Series	Intel H Series chipset. Motherboard makefromthesamedesktopOEM(OEMlogomustbeembossedinthemotherboard)
	Chipset Number	H670 or better
	Security	TPM2.0
	ExpansionSlots(PCl ex16)(Number)	1
	ExpansionSlots(PCl ex1)(Number)	1
	Legacy Slot (PCI)(Number)	1
	Expansion Slots(# of MDot2)	2
Graphics	GraphicsType	Integrated

Certification	ROHSCompliance	Yes
	BEE/EnergyStarforthegiven Model	Yes
	FCC,UL,CE (for the quotedDesktopmodelnotforth equotedDesktopseries)	Yes(all)
	ISO(OEM)	ISO9001,14001,20000-1, 27001
	EPRAuthorization(OEM)	Yes
	EPEATIndiaGold(forthequoted desktopmodel)	Yes
	TCOCertificationfor quoted Monitor	8.0orlatest
Operatin gSystem	OperatingSystem (FactoryPre-Loaded)	Factory pre-install Windows 11 professional(64bit)orhigherwith latestServicePackandPreloaded License, Systems Hardware driversshould be available in OEM website against theofferedmodel. OEMletterconfirmingthat Operatingsystempre-loaded/pre-installedfromOEMfactoryonly.
	OSCertification	Windows certification. Certification must be available on Public Domain. Ubuntu Linux Certified. (Certified must be available in Public Domain)
Memory	RAMSize(GB)	8 GB or more
	RAMExpandability	Minimum64GBormore
Power	Power SupplyCapacity(Watt)	Min 180W
	MinimumPowerEfficiencyRange(%)	90
Storage	TypeofDrivesusedtopopulat ethelInternal Bays	SSD (NVMe)
	TotalSSDCapacity(GB)	512 GB
Connectivity	Wireless Connectivity	No

Ports	NumberofEthernetPorts	1
	TypeofEthernetPorts	10/100/1000onboardIntegratedGigabitPort
	NumberofUSBVersion3.2Gen2 Ports	2
	Number of USB Type-C port	1
	NumberofHDMIPorts	1
	Numberof VGA/DisplayPorts	1
Cabinet	CabinetFormFactor	Tower
	Volume and Weight	Not more than 16 L / 5.5 Kg

Monitor (SameDesktop OEMMake)	MonitorTechnology	TN/VA/IPS
	LEDBacklitMonitorSize (INCHES)	19.5 inch
	MonitorResolution(PIXELS)	HDOrhigher
	Number of VGA Ports in theMonitor	1
	NumberofHDMIPorts intheMonitor	1
InputDevices	MouseConnectivity	USBOpticalscrollmouse (samedesktopOEMmake)
	KeyboardConnectivity	USBKeyboard(SameDesktopOEMmake)
Warranty	OnSite OEMWarranty(Year)	3(OEMsuppliedDesktopmodelwarrantymustbe visible in the OEM website in respect to eachproductserial number)

Additional Parameters:

1. Technical compliance should be on OEM letterhead.
 2. OS undertaking should be on OEM letterhead.
 3. Warranty undertaking should be on OEM letterhead.
 4. The quoted Desktop model should have Microsoft Windows 11 certification and EPEAT Gold Certification (INDIA).
 5. TCO 8.0 certification for Monitor.
 6. OEM of Desktop should be ISO 9001, ISO 14001, ISO 20000-1, ISO 27001
 7. Pre-loaded operating system Windows 11 Pro. Factory preloaded Need confirmation from OEM on their letterhead.
 8. System should be Linux(Ubuntu) OS Certified. Certificate must be available in Public Domain.
 9. Manufacturer Criteria (OEM): Minimum 15 Years presence in India.
 10. Product should be Make in India complied more than 20% at least.
- **Office LTSC Professional Plus 2024 Education**
 - **Quantity may vary subject to availability of fund.**

2. Laptop = Qty 3 nos.

SNo	Item	Specifications
1	Form Factor	Clamshell
2	Chassis	With metallic hinges
3	Chipset	Integrated in Processor
4	Processor	Intel Core i5-1335U Processor or higher
5	Memory	16 GB (1X16GB) DDR4-3200 MT/s RAM or higher
6	Storage	512 GB NVMe PCIe Solid State Drive
7	Graphics	Integrated Graphics
8	Audio	Integrated audio controller with 2 Integrated stereo speakers
9	Operating System	DOS
10	Networking	Realtek Wi-Fi 6 And Bluetooth ☐ Wireless Card
11	Ports	Video: 1 HDMI 1.4, Audio: 1 Headphone/microphone combo jack
		Minimum Two USB-A 3.2 Gen 1 ports or higher, Minimum One USB-C 3.2 Gen 1 port or higher
12	Slots	2 M.2 for WLAN & Storage
13	Accessories	Backpack
14	Keyboard	Full size textured island type keyboard
	Touchpad	Touchpad with gestures support
15	Battery	Battery Life upto 9 Hours , Battery capacity 3 cell 41 WHr Li-ion and Supports fast charging (50% in 45 minutes) with no impact on battery recharge cycle
16	Weight	up to 1.40 Kg
17	Security	TPM 2.0
		Integrated utility to enables hardware level testing outside the operating system & Drivers should be available on OEM Website for download
19	Certifications	Microsoft Windows 10
		FCC,CE, RoHS, UL, EPEAT India Gold, Energy Star, MIL-STD 810H,
		ISO 9001,14001,20000-1,27001 for OEM
21	Display	14" , FHD Display Support upto 250 nits, STB ratio should be 84% and above and 720p HD camera with temporal noise reduction
22	Warranty	3 Years onsite warranty

3. Colour Printer= Qty 2 nos.

Duplex Color Laser Printer

Print technology Laser Printer
cartridge technology Composite
Print Speed A4 Up to 25 ppm (mono/color); duplex: Up to 15 ipm (mono/color)
First page out As fast as 11 seconds for mono and color
Print Language PCL6, PostScript, URF, PWG-Raster, PCLm
Memory 256 MB
Processor 1200 Mhz
Duty cycle 40,000 pages/month
Duplex print Automatic
Input tray 1-sheet multipurpose tray, 250-sheet input tray
Output tray 100 sheets
Standard connectivity Gigabit Ethernet 10/100/1000 Base-TX network; Hi-Speed USB 2.0 (device); dual band WiFi 2.4/5 GHz
Power consumption (printing) less than 420 watt
Starter toner yield 600 pages black, 500 pages CMY
Warranty 3 year onsite warranty

4. Colour Photocopier= Qty. 1 no.

Color A3 multifunction printer

Function Print,Scan,Copy
Cartridge type Separate toner and drum
Print speed simplex upto 28 ppm A4 (mono/color), upto 15 ppm A3(mono/color)
Resolution upto 1200x1200 dpi
First page out FPO Black(A4): As fast as 9.6 sec; Colour(A4): As fast as 11.6 sec
Duplex print Automatic
Scan to destination Scan to Email; Scan to Network Folder; Scan to USB; Scan to Job Storage
SPDF/ DADF Yes
Scan speed A4 Up to 60 ppm/120 ipm (b&w), up to 60 ppm/120 ipm (color)
Connectivity standard 1 Gigabit Ethernet 10/100/1000T network; 1 Hardware Integration Pocket 2nd generation (HIP2); 1 Hi-Speed USB 2.0 (device); 1 Hi-Speed USB 2.0 (host); 1 SuperSpeed USB 3.0 (host)
Memory 6 GB
Processor Quad Core (1.6GHz)+Dual Core (1.4GHz)
Duty cycle 80,000 pages
Recommended monthly Print Volume 16,000 pages
Print Language PCL6, Postscript 3, PDF
Display panel 8 inch touchscreen
Input tray 100 sheet MP tray, 520 sheet x 2 tray, 100 sheet ADF
Output tray 500 sheet
Starter cartridge Page yield 9,000 pages toner CMYK, and 1,00,000 pages drum
Warranty 3 years onsite

Additional Terms and Condition for Printer and Photocopier:-

1. OEM must have presence in India for more than 15 years or higher. Certificate of incorporation to be submitted.
2. Cartridge and Printer OEM should be of same Make and logo must be embossed in the cartridge as mark of authenticity.
3. Warranty certificate must be submitted on OEM letterhead. URL to validate the warranty must also be mentioned.
4. OEM must have yearly average turnover of 500 Cr + for past 5 years. CA certified turnover certificate must be submitted.
5. Technical compliance must be submitted on OEM letterhead clearly stating the offered specification. Specification offered will be validated against product datasheet or OEM India website
6. Software, Firmware and drivers must be available in OEM website. OEM declaration and URL to be submitted.

5. UPS (600 VA) Qty= 12 Pcs. (APC or equivalent)

INSTRUCTIONS TO BIDDERS

Earnest Money (EMD):- Intending bidders are requested to deposit Rs. 24000/- online through his net banking enabled bank account, maintained at any bank or: offline – through any bank generating NEFT/RTGS challan from the e-tendering portal. Intending bidder will get the beneficiary details from e-tender portal with the help of Digital Signature Certificate and may transfer the EMD from their respective Bank as per the Beneficiary Name & Account No., Amount, Beneficiary Bank name (ICICI Bank) & IFSC Code and e-Proc Ref No. Intending bidder who wants to transfer EMD through NEFT/RTGS must read the instruction of the Challan generated from E-Procurement site.

For getting exemption of EMD: - Bidders are requested to upload the relevant NSIC / MSME Registered Certificate against each item work for getting exemption of EMD, failing which their Tender will be rejected. For that they need to select the EMD page as Yes and provide the exemption type as fixed and put the actual EMD amount in Rupees and upload the exemption document.

(Bidders are also advised to submit EMD of their bid, at least 3 working days before the bid submission closing date as it requires considerable time for processing of Payment of EMD.)

N.B.: During evaluation of the tender, the bidder may be requested to produce original hard copy of any of the documents for verification, failing which his/her tender will be liable to rejection.

Important Dates:

Sl. No.	Items	Publishing Date (s)
1	Date of uploading of N.I.T. & Tender documents (online) from this end	04.12.2025, 06:30 P.M
2	Documents downloading, Starting date (online)	04.12.2025, 06:30 P.M
3	Bid submission, starting date (online)	04.12.2025, 06:30 P.M
4	Bid submission, closing date (online)	05.01.2026, 01:00 P.M
5	Bid opening date for Technical Proposal (online)	07.01.2026, 01:00 P.M
6	Date of uploading of the list of Technically qualified Bidder (online)	To be communicated later
7	Date and Place for opening of Financial Proposal (online)	To be communicated later
8	Date of uploading of the list of bidders along with the approved rate	To be communicated later

Instructions / guidelines for electronic submission of tenders have been annexed for assisting the contractors to participate in e- tendering.

- I. Registration of Bidder:** - Any bidder willing to take part in the process of e –tendering will have to be enrolled & registered with the Government e – Procurement system through logging on to <https://wbtenders.gov.in>. The bidder is to click on the link for e – Tendering site as given on the web portal.
- II. Digital Signature Certificate (DSC):** - Each bidder is required to obtain a class - II or class – III Digital Signature Certificate (DSC) for submission of tenders from the approved service provider.
- III. Collection of Tender documents:** - The bidder can search & download NIT & Tender documents electronically from computer once he/she logs on to the website mentioned in Clause 1 using the Digital Signature Certificate. This is the only mode of collection of Tender documents.
- IV. Cost of Earnest Money (EMD)**

Earnest Money (EMD) Quoted INR
Rs. 24000/- (To be deposited Online)

V. Submission of Tenders:-

- a. General process of submission:** - Tenders are to be submitted through online to the website <https://wbtenders.gov.in> in two folders at a time for each work, one is Technical bid and other is Financial Bid, before the prescribed date and time using the Digital Signature Certificates.
- b. Technical Bid:-** Technical Bid contains scanned copies of the followings further in two covers (folder)
- c. Online bid submission (Bidder/Contractor) process in** <https://wbtenders.gov.in> **portal,** download the pdf file.
<https://wbtenders.gov.in/>

VI. Statutory Cover Containing

- i. For NIT and Corrigendum if any (Download the NIT and upload the same by through digital signature).

VII. NON-STATUTORY DOCUMENTS containing the following documents (Up to date as on date):

Sl.No.	Category	Sub Category	Sub-Category Description
A.	Certificates	Certificates	1. PAN Card
			2. Professional Tax Registration Certificate
			3. GST Registration Certificate
			4. Valid Trade License in similar nature of job.
			5. NSIC / MSME Registered Certificate for getting Exemption of EMD.
			6. For non-registered organizations under NSIC/MSME, EMD documents are to be enclosed.
B.	Credential	Credential for satisfactory completion of similar nature of job amounting to 75% of the quoted value in a single tender in the last three (03) financial years in Government, or Government Undertaking or any State Aided University. Only completion certificate of the work will be considered as Credential of works.	

C.	Financial Information	P/L AND BALANCE SHEET FOR LAST 03 (three) FINANCIAL YEAR.
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Rejection of Bid:

Tender Committee reserves the right to accept or reject any Bid and to cancel the Bidding processes & reject all Bids at any time prior to the award of Contract without thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected Bidder or Bidders of the ground for Tender Committee's action.

Note: Failure of submission of any of the above mentioned documents, the tender will be rejected.

VIII. Financial Bid:- BOQ in INR (in excel sheet)

- i) The financial bid should contain the following documents in one cover (folder) i.e. Bill of Quantities (BOQ). The Bidder has to quote the rate through online in the space marked for quoting rate in the BOQ.
- ii) Only downloaded copies of the above documents are to be uploaded, virus scanned & digitally signed by the contractor.

IX. Opening & Evaluation of Tender:-

Opening of Technical Bid:

- i) Technical bid will be opened by the Central Tender Committee. Intending bidders may remain present if they so desire. Statutory Cover (folder) would be opened first & if found in order and correct Non Statutory Cover (folder) will be opened. If there be any deficiency in the Statutory & Non statutory documents the tender will summarily be rejected.
- ii) Decrypted (transformed in to readable formats) documents of the non statutory cover will be downloaded & handed over to the evaluation committee.
- iii) List of technically qualified bidders would be uploaded.

NB: While evaluation, the Tender committee may invite the bidders & seek clarification/ information or additional documents or original hard copy of any of the documents already submitted. For any anomaly or deviation in this regard, his/her tender will be rejected.

X. Opening and evaluation of Financial Bid:

Financial bid of bidders declared technically eligible by the Committee will be opened electronically from the webportal on the prescribed date and time.

XI. Penalty for suppression / distortion of facts:

Submission of false document by bidder is strictly prohibited and will be liable for rejection of the tender and blacklisted.

Sd/-
Registrar
University of Calcutta

Additional Terms & Conditions for Desktop:

1. Bidder must have valid ISO 9001:2015, 14001:2015, ISO/IEC 27001, ISO/IEC 20000-1:2018. Desktop OEM Should have ISO9001,14001,20000-1, 27001 .If the bidder does not have the above ISO certificates they will have to upload an undertaking that they will complete those certifications within 7 days of technical evaluation if they are declared L1.
2. Bidder should have relevant experience in the categories mentioned and should provide credentials of this kind of work in the last three financial years.
3. Bidder should provide bid specific OEM authorization (Mandatory for Desktop) to ensure their support for this work.
4. Desktop, Monitor, Laptop must be same OEM make.
5. Top 3 OEM as per latest IDC report.
6. Bidder should have local office in Eastern in Kolkata. Office registration certificate/trade license should.
7. OEM must have a Functional Service Centre in and around Kolkata. As lot of service is involved this is mandatory.
8. Escalation Matrix for Support Service: After sales service/facilities are to be elaborated clearly.Bidder/OEM must provide Escalation Matrix of Telephone Numbers for Service Support.
9. Bidders have to provide a valid Trade License, GST certificate, PAN. Each document including ATC to be signed by the authorized person of bidder with company stamp.The compliance Certificate of Productshould be provided on the OEM letterhead with the Bid number duly signed by the manufacturer.
10. Successful bidder will have to ensure that adequate number of dedicated technical service personals /engineers are designated / deployed for attending to the Service Request in a time bound manner and for ensuring Timely Servicing / rectification of defects during warranty period, as per Service level agreement indicated in the relevant clause of the bid. Bidder must provide online ticketing tool for any issues raised if they receive the order.
11. The bidder should not be under liquidation, court receivership or similar proceedings and should not be bankrupted. Bidder must upload undertaking in this regardwith all the relevant documents
12. The bidder should be of positive net worth for the last three years ending 2024-25. Bidder and OEM should be in same line of business for last 10 years in India.
13. The bidder must ensure after sale service during the Defective and liability period after notification from the concerned department.
14. Local delivery and insurance shall be obtained by the bidder at their own cost to the final destination of installation. For delivery goods at site, the insurance shall be obtained by the

supplier at their own cost from warehouse of the supplier to the final destinations of installation defined as project site on "All Risks" basis including war risks and strikes. It will be the sole responsibility of the supplier to file the claim, if any, with the insurance company immediately after delivery of goods at project sites. **"University of Calcutta"** shall not be responsible for any loss to the supplier.

15. Bidder should be strictly as per technical specification elaborated in the bid document; no deviation will be accepted.
16. Data Sheets of the product(s) offered in the bid, are to be uploaded along with the bid documents. Buyers will match and verify the Data Sheet with the product specifications offered. Such offered specifications have to outline the offered parameters. In case of any unexplained mismatch of technical parameters, the bid is liable for rejection. **For Desktop: Technical compliance statement of the offered products along with public URL of the quoted products in OEM letterhead to be submitted in the bid.**
17. **During evaluation, the bidders may be invited for clarification/ information or additional documents or original hard copy of any of the documents already submitted, may be sought from them & if these are not produced within the stipulated time frame, their bid will be liable to rejection.**
18. Bidders who do not comply with any of the conditions are liable to be rejected. No bidder shall be entitled for any compensation whatsoever for rejection / non consideration of the tender.
19. If any information furnished by the bidder is found incorrect or false at a later stage, he/she shall be liable to be debarred from tendering /ordering.
20. Carrying, loading, unloading, installation, testing, commissioning and integration of the components/equipment purchased are to be done by supplier(s) at our premises. It will be treated that all the charges for the same is included in quoted price. **Compatibility on new system with existing system has to be ensured by the bidder.**
21. Bidder and OEM must not be blacklisted at **"University of Calcutta"** or any Government Organization in Country. A declaration to the effect must be submitted.
22. 100% payment of the total price of all the goods given in the purchase order shall be paid by the **University of Calcutta** to the supplier/bidder against delivery, inspection at site in good condition, installation, commissioning, testing and acceptance by the concerned department. **University of Calcutta** will make the payment through electronic transfer i.e. RTGS/NEFT for which details (Name of the Bank, Branch name, Account Number, IFSC & MICR Code) shall be provided by the supplier.
23. The final order quantities may be varied at the time of ordering as per Bid Guidelines.
24. The tender/contract/order shall be interpreted in accordance with the laws of the Union of India and all disputes shall be subject to local jurisdiction.

25. As per OEM/manufacture terms and conditions, warranty as mentioned in the above BOQ after successful installation & commissioning of the equipment. In case of any replacement during warranty period the same shall be replaced free of cost on CIF. Warranty/service will be irrespective of delivery location of the items installed at different branches of the **University of Calcutta**. The warranty of the items must be verifiable from OEM website. OEM Must have 24x7 telephonic/help desk support system facility. Further, the warranty status should be verifiable from the OEM website against the serial number of the supplied products. The website address where from such verification can be done must be mentioned in the bid document. No parts, accessories, licenses of the systems should be excluded from such warranty.
26. The supplier shall provide such packing of the Goods as is required to prevent their damage or deterioration during transit to their final destination i.e. **University of Calcutta**. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit and open storage. The packing, making and documentation within and outside the packages shall comply strictly with such special requirements as shall be provided for in the contract.
27. Bid should be strictly as per Technical Specifications elaborated in the Bid documents; no deviations will be accepted.
28. Bidder (s) should sign on all the pages of the relevant documents.
29. Bid documents can be downloaded from Bid site. The downloaded documents shall be treated as valid document for participation in the tender. Documents to be uploaded must be signed.
30. Price bid will be opened only of the technically eligible bidders.
31. **University of Calcutta** reserves the right to accept or reject any bid and to annul the bidding process and reject all bids at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders.
32. It will be responsibility of the bidders to check Bid portal for updation, if any.
33. Any change request of change from the bidder should be submitted through Bid Portal.
34. The installation, testing & commissioning of above shall be made/completed **within 21 days** from the date of receipt of the purchase order.
35. It will be the responsibility of bidders to supply, assemble, install and commission of the all systems alongwith OS installation in the desktop.
36. The bidders are requested to mention their complete address with mobilenumbar and e-mail ID in the bid.
37. Consortium is not allowed and No Partial Quote will be accepted.

38. **Past Performance** : The Bidder or its OEM (themselves or through re-seller/s) should have supplied same or similar category products for 20% of bid quantity, in at least one of the last three financial years before the bid opening date to any Central/Sate Govt. organization/ PSU/ Public Listed Company. Copies of relevant contracts (providing supply of cumulative order quantity in any one financial year) to be submitted along with bid in support of quantity supplied in the relevant financial year. The bidder should upload copies of purchase orders/contract & receipt/ acceptance of supplied material or any document showing proof of supply to establish the past performance, else the submitted bid will be summarily rejected.

39. **Average Annual Turnover:** Average Annual Turnover for the OEM should be at least 125 crores with minimum 100 crores in any one of the last 3 years.

40. **Force majeure Clause:** If the work(s) be delayed for the following reasons: -
Due to war, internal emergency and other conditions such as abnormally bad weather, flood, cyclone natural calamity or serious loss or damage by fire or civil commotion, the contractor shall immediately give notice thereof in writing to the Bidportal, but shall nevertheless use constantly his/her best endeavours to prevent or make good the delay and shall do all that may be reasonably required to the satisfaction of **University of Calcutta** to proceed with the works.

41. Bidder should have a toll-free number and an online call reporting system. The number should be provided and the URL should be mentioned. In case the bidder does not possess these facilities, it has to be created within 10 days of award of the contract if becomes L1. Undertaking in this regard has to be uploaded with the bid. Dishonoring this undertaking will attract penal action during the currency of the contract.

42. The bidder must upload the declaration with supporting document/s related to countries sharing land border with India on their Letterhead as they have registered with the competent authority to participate in this bid.

43. Delivery & Installation Address: **College Street Campus, University of Calcutta.**

44. "Bidders are requested to submit offers as per the detailed technical specifications mentioned in Bid's Technical Compliance under Buyer Added Bid Specific ATC Clause

45. Deliver & Installation should be as per ATC.

46. Land Border Declaration as per Annexure-II

47. Local Content Letter as per Annexure-III

Note:

"Bidders are requested to submit offers as per the detailed technical specifications mentioned in Bid's Technical Compliance under Buyer Added Bid Specific ATC Clause."

GENERAL TERMS AND CONDITIONS OF THE CONTRACT

1. Refund of Earnest Money Deposit (EMD): Earnest Money Deposit (EMD) furnished by all unsuccessful bidders should be returned to them without any interest whatsoever, at the earliest after the expiry of the final bid validity period but not later than forty five days after the award of the contract.

Earnest Money Deposit (EMD) of the successful tenderer should be returned, without any interest whatsoever, after receipt of performance security deposit from him as stipulated in the contract.

2. Forfeiture of Earnest Money Deposit (EMD): Earnest Money Deposit (EMD) of a tenderer shall be forfeited, if the tenderer withdraws or amends its tender or impairs or derogates from the tender in any respect within the period of validity of his tender. Further, if the successful tenderer fails to furnish the required performance security within the specified period, his Earnest Money Deposit (EMD) shall be forfeited.

3. Security Deposit : The University authority will retain a sum amounting to 10% of the bill of the contract for a period of six months from the date of completion of work as **Security Deposit**. This will be released after a period of six months from the date of completion of the work on application.

4. Refund of Performance Security: Performance Security will be refunded to the contractor without any interest, whatsoever, after he/she duly performs and completes the contract in all respects but not later than sixty days of completion of all such obligations under the contract.

5. Forfeiture of Performance Security deposit : Performance security will be forfeited and credited to University of Calcutta in the event of a breach of contract by the tenderers, in terms of the relevant contract.

6. Verification of the Bank Guarantees: Bank Guarantees submitted by the tenderers as Earnest Money Deposit (EMD)/Performance Security need to be immediately verified from the issuing bank before its acceptance, through written communication.

7. The materials brought to site for execution of the work should by no means be taken out of site without the permission of the Deputy Registrar (Acting), C.U.

8. The University will not be bound to accept the lowest bidder.

9. The contractor will have to take necessary instruction from the **Dr. Soma Barman (Mandal), Institute of Radio Physics & Electronics, University of Calcutta** regarding the execution of work.

10. After issuing the work order to the successful tenderer, if he/she fails to commence the work or unable to complete the work, then the EMD and Performance security amount of the said tenderer will be forfeited and no claim will be entertained.

11. Termination Clause:

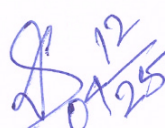
- i. Failing to supply and commissioning of the items as per work order within the stipulated time, the contract will be rejected except application of Force majeure Clause and EMD will be forfeited.
- ii. If any deviation of quality and specification from the stipulated specification as per B.O.Q observed, the purchase order will be cancelled and EMD will be forfeited.

12. Force majeure Clause: If the work(s) be delayed for the following reasons:-

Due to war, internal emergency and other conditions such as abnormally bad weather, flood, cyclone natural calamity or serious loss or damage by fire or civil commotion, the contractor shall immediately give notice thereof in writing to the Central Tender Committee but shall nevertheless use constantly his/her best endeavors to prevent or make good the delay and shall do all that may be reasonably required to the satisfaction of the Central Tender Committee to proceed with the works.

13. Mode of payment: -

After completion of the work as per work order or any subsequent work order against the original work order the triplicates bills (RA/Final bill) duly checked and verified by the concern department with the completion certificate by the concern department and should be submitted to the office of the undersigned within 10 days after completion of the work.


12/01/25
Registrar
University of Calcutta