



جامعة عليا

Aliah University

(A UGC & AICTE approved autonomous Institution under the Department of Minority Affairs and Madrasah Education, Govt. of West Bengal)

IIA/27, New Town, Rajarhat, Kolkata – 700 156, West Bengal

Web: www.aliah.ac.in

NOTICE INVITING QUOTATION

Ref No: **033/AU/REG/NIQ/18-19**

Date: **30/11/2018**

Sub: Sealed Quotations are invited from the bonafide and resourceful Manufacturers/Contractors/Service Providers/Agents for AMC Service for ERDAS Imagine Edukit Software for the Department of Geography, Aliah University, Park Circus Campus (2nd Call against NIQ No. 011/AU/REG/NIQ/18-19)

Aliah University, Kolkata a Premier Educational Institute under the Minority Affairs and Madrasah Education Department, Government of West Bengal, invites **Sealed Quotations are invited from the bonafide and resourceful Manufacturers/Contractors/Service Providers/Agents for AMC Service for ERDAS Imagine Edukit Software for the Department of Geography, Aliah University, Park Circus Campus (2nd Call against NIQ No. 011/AU/REG/NIQ/18-19)**. The tentative quantity of the required items along with technical configuration of each items are mentioned at Annexure separately. Aliah University is looking for interested bidders who have experience in supplying of above type of materials. NIQ document will be downloaded from **Website** of Aliah University, <http://www.aliah.ac.in>. **Quotations** must be submitted on or before **17/12/2018 at 03 P.M** at the **Office of the Registrar, Aliah University, IIA/27, New Town, Kolkata-700156, West Bengal, India** by Speed-post/registered Post/by hand. Incomplete applications or applications received after the last date of submission will not be considered. **The sealed envelope must be with super scribing the Name, e-mail, Contact No. of Tenderer, NIQ Reference Number and Purpose of NIQ.** Interested bidders are requested to provide **their Quotes following the format in Annexure- II** in their official letter heads along with signed **Compliance Statement and Price Bid (Annexure- III)**. They must read and accept Terms and **Conditions and scope of work** of this NIQ as per **Annexure- I**. For any information in this regard please visit Dept of Geography, Aliah University, Park Circus Campus. Information may also seek from the following e-mails to registrar@aliah.ac.in; storeandpurchase.au@gmail.com and the emails will be forwarded to the respective Department

| Sl. | Schedule | Date & Time |
|-----|---|-----------------------------|
| 1 | Date of uploading of NIQ (Publishing Date) at Aliah University Website | 05/12/2018 at 02 P.M |
| 2 | Bid submission start date | 06/12/2018 at 12 P.M |
| 3 | Bid Submission closing | 17/12/2018 at 03 P.M |
| 4 | Techno Commercial Bid opening date O/o The Registrar, IIA/27, New Town, Rajarhat, Kolkata - 700 160. (The Bid Opening date and time is tentative and could be open on availability of Concerned Committee Members) | 18/12/2018 at 03 P.M |

Sd/-
Registrar
Aliah University

ANNEXURE I: GENERAL TERMS & CONDITIONS

1. The AMC service must be started within 15 days of issuing work order at Department of Education, Park Circus Campus, 17, Gorachand Road, Beniapukur, Kolkata, West Bengal 700014
2. Guaranty/Warranty period for the products as per OEM.

3. **The rates** so quoted must be inclusive of all GST if any, packing freight to destination, Insurances and levies and necessary installation and fixing at designated places at Aliah University. Prices can be quoted in Indian Currency only (₹). No extra payment will be made for carrying of materials involving head load/ trolley etc.
4. The vendor should bear all the transportation & insurance **risk** till the delivery point. Selected bidder shall take all possible care for Govt. Property & of any damages due to negligence of his workers.
5. The Vendor will have to install and commission the material up to satisfaction of Respective Authority.
6. All disputes are subject to exclusive jurisdiction of competent Court and Forum in Kolkata, India only.
7. On the door delivery will be necessary.
8. The bid should be **complete** in all respects and **duly signed** wherever required. Incomplete and unsigned offer will not be accepted.
9. The Vendor will have to commission the AMC service and impart necessary **training along with manual** if any, up to satisfaction of Competent Authority and then only agreed payment will be released.
10. **Payment terms:** 100% payment will be released within (30) days only after successful installation and commissioning of the supplied items duly certified by the concern authority/committee. No advance payment or payment against Performa invoice will be made. Payment will be made after receipt, inspection, and installation/testing. The payment will be made by RTGS / FUND Transfer mode only. Advance payment not allowed. **Hence, following information must be clearly written in the Price Bid for RTGS / FUND TRANSFER:**
 - A. Name of the Firm with complete postal address
 - B. Name of the Bank with Branch where the Account exist
 - C. IFSC CODE
 - D. ACCOUNT No
 - E. PAN No
11. The categories of items and quantity indicated in the NIQ Document are tentative. Aliah University (AU), however, reserves **the right** to increase or decrease the quantity or delete some or all of the items depending on the needs of the AU and availability of funds without assigning any reasons.
12. Bids shall remain **valid** for a period not less than 180 (One Hundred Eighty) days after the dead line date for Bid submission.
13. The Supplier should be a reputed and an authorized firm/supplier having after sales service **agreement with the OEM**
14. Any dispute arising out of this contract shall be referred to the Registrar, Aliah University, and if either of the parties hereto is dissatisfied with the decision, the dispute shall be referred to the decision of an **Arbitrator**, who should be acceptable to both the parties, to be appointed by the Vice-Chancellor of the University. The decision of such Arbitrator shall be final and binding on both the parties.
15. **Training and Demonstration:** Suppliers need to provide adequate sample **Training and Demonstration** at Aliah University to the nominated person of Aliah University at their cost. Assistance limited to locking companies with manufacturer will not be considered sufficient.

Annexure II : Technical Bid Application Format and Price Bid
(Please attach all relevant documents)

To
 The
 Registrar
 Aliah University
 IIA/27, New Town,
 Kolkata-700 156

Sub: AMC Service for ERDAS Imagine Edukit Software for the Department of Geography, Aliah University, Park Circus Campus (2nd Call against NIQ No. 011/AU/REG/NIQ/18-19)

Ref: - _____N.I.Q. Nodated

Sir,

| 1. ABOUT THE ORGANIZATION | |
|----------------------------------|---------------------------------|
| 1.1 | Name of the Organization |

| | | |
|-----|--|--|
| 1.2 | Registered Office Address with telephone no. & email address | |
| 1.3 | Authorized Service Station Name, address, contact person name, phone number, e-mail | |

2. TECHNICAL DOCUMENTS

| | | |
|-----|---|--|
| 2.1 | Company Registration No./Trade License No./Partnership Deed No. | |
| 2.2 | PAN Registration No (if any) (Photocopy Required to Be Submitted along with NIQ) | |
| 2.3 | GST Registration No (if any) (Photocopy Required to Be Submitted along with NIQ) | |
| 2.4 | Non Blacklisting Certificate (Photocopy Required to Be Submitted along with NIQ) | |

COMPLIANCE STATEMENT AND PRICE BID

| Para of Quotation Enquiry Specification (Bidders are requested visit the Dept of Geography Aliah University, Park Circus Campus for further enquiry) | Unit (nos) | Compliance to Tender specification Please “√” on right place | Unit Rate (INR) Inclusive of GST, customs Duty if any, packing freight to destination, Insurances and levies and should be for delivery & warranty & Installation Charges |
|--|--------------------------------|---|--|
| AMC Service for ERDAS Imagine Edukit Software | 1 Unit (15 user in LAN) | YES <input type="checkbox"/> NO <input type="checkbox"/> | |
| TOTAL QUOTED PRICE | | | |
| TOTAL QUOTED PRICE IN WORDS | | | |

Certify that all above information are correct to the best of my/our information, knowledge and belief.

Signature of the Bidder

Date

Name _____

Designation _____

Seal of Quotationer

Reference No: - 033/AU/REG/NIQ/18-19

Date: 30/11/2018

Copy to:

1. HoD & Chairman, Departmental Purchase Committee, Dept of Geography
2. Notice Board of Aliah University
3. Website: www.aliah.ac.in

**Sd/-
Registrar
Aliah University**