

**NATIONAL INSTITUTE OF ELECTRONICS AND
INFORMATION TECHNOLOGY**

(A Centre of NIELIT, New Delhi)

(An Autonomous Scientific Society of Dept. of Electronics & Information Technology,
Ministry of Communications & IT, Govt. of India)

P.B. NO.5, NIT Campus P.O., CALICUT-673 601, KERALA

Email: purchase@calicut.nielit.in Web: www.calicut.nielit.in Phone: 0495-2287266-67 Fax : 0495 -2287168

Ref. No. 2(1067)/2K16-17/ITG/MS-SW

LIMITED TENDER ENQUIRY

Date: 03.02.2017

DUE DATE : 23-02-2017

1. Quotations are invited for the supply of the items as per Annexure.
2. The quotations duly **SIGNED, SEALED AND SUPERSCRIBED ON THE ENVELOPE WITH THE REFERENCE No. AND DUE DATE**, should be addressed to the undersigned so as to reach him on or before the due date stipulated above. Quotations received after the due date will not be considered.
3. The quotations should be valid for acceptance for a period of **sixty days** from the due date and the time required for delivery should also be clearly indicated.
4. Quotations will not be accepted by Fax, Email or any such electronic data transfer form.
5. The quotations should be for goods exactly conforming to our requirements and specifications.
6. If the item is under DGS&D Rate contract, the number and the price applicable must be mentioned. It may also please be indicated whether the supply can be made direct to us at the **DGS&D Rate Contract Price**.
7. Relevant literature pertaining to the items quoted with full specifications and drawings, if any should be sent along with the quotations, wherever applicable. Samples, if called for, should be submitted free of charges and collected back at the supplier's expenses.
8. Copy of Manufacturing license, Principal or Authorized Distributor/Dealer Certificate, and Proprietary Certificate, as applicable, should be enclosed.
9. Quotations should be for **free delivery** at our Centre and should clearly specify the **delivery period**. If delivery quoted is Ex-Godown/Consignor Station, delivery charges consisting of freight, packing & forwarding charges, insurance etc. should be indicated separately. Goods should be supplied duly carriage paid and insured.
10. Sales Tax Forms "**C or D**" **will not be issued to parties**. CST may be charged at the concessional rates applicable for purchase of scientific goods for educational institutions.
11. Security Deposit @5% of the Purchase Order/Invoice value shall be retained, in case order/contract value exceed Rupees One lakh, which will be released after the expiry of warranty period.
12. Goods shall not be supplied without an official purchase order.
13. Payment : Payment will be made after completion of supply, installation/assembly and commissioning of the items covered by the order along with necessary spares supplied to the entire satisfaction of NIELIT, CALICUT. Payment against invoices shall normally be made within 30 days of receipt and acceptance of equipment/materials at our office. **No advance payment will be made under any circumstance.**
14. Incomplete quotations and quotations which do not comply with all the above instructions are liable to be summarily rejected.
15. NIELIT, CALICUT does not bind itself to accept the lowest or any such quotation and has the right to accept or reject whole or any part of tenders or a portion of the supply of goods without assigning any reasons. No correspondence in case of rejected tenders will be entertained.
16. Earnest Money Deposit (E.M.D.) for **Rs.3,500/-** shall be sent along with the quotation by way of DD in favour of Executive Director, National Institute of Electronics and Information Technology, Calicut drawn on State Bank of India, NIT Calicut Branch, NIT Campus, Chathamangalam, Calicut – 673 601, failing which the quotation will be rejected.

Yours faithfully,

Sd/-

Purchase In-Charge

For Executive Director

Encl: Annexure

ANNEXURE TO ENQUIRY

Our Quotation No. 2(1068)/2K16-17/ITG/MS-SW

Date : 03.02.2017

1	Name of item(s)	Microsoft DreamSpark Premium Subscription renewal for 3 years.
2	<u>Specifications</u>	<i>Not Applicable.</i>
3	Price per unit in Rs. (in Figures & words)	Attach separate list, if required.
4	Total Price in Rupees (in figures & words)	
5	Delivery Period	
6	Terms of Delivery	
7	Taxes, Duties, Octroi & Any other statutory levies or charges	
8	Transportation, Insurance, Packing & Forwarding etc	
9	Discount/off etc. if any	
10	Payment Terms	
11	Validity of Tender	
12	Warranty	
13	Any other remarks (Please specify make)	
14	Signature of the Tenderer with Name and Date	
15	Address Email id Mobile No.	
16	Central Public Procurement Portal (www.eprocure.gov.in) Registration, Email login ID	

NB: (1) In cases where the supply involves both Sales Tax and Service Tax, the quotation should indicate separately the break-up of Sales Tax and Service Tax applicable to the respective components/service. It may be noted that dual taxation, i.e., charging both Sales Tax as well as Service Tax to the same component or service (in respect of software etc) is not allowed. **The prices quoted should be Academic/Educational Prices wherever applicable.**

(2) Enquiry for the above items and specifications can also be downloaded from our website www.calicut.nielit.in or www.eprocure.gov.in.

(3) **Please register at www.eprocure.gov.in and intimate login details without fail. Watch websites for regular updates.**