



COTTON UNIVERSITY

Panbazar, Guwahati-781001, Assam, India

www.cottonuniversity.ac.in :: 0361-2601100/2733530 :: registrar@cottonuniversity.ac.in

Notice Inviting Bids

"E-NIB No. CU/S&P/2024/04 Dt. March 01, 2024"

Bids in sealed cover are invited in Two-bid system (Technical & Financial Bid) from the manufacturer/ authorized dealer / supplier/distributors are invited for **"Supply of Laptops & others for the Dept. of CS&IT ,CU"**.

The following terms and conditions, which are the minimum criteria for these bids, shall be applied herein:

- The bidding document pertaining to this notice, along with the requisite ICICI Bank Challan– 'FEE CODE 011' which is meant for payment of a mandatory processing fee worth INR 1000/-, must be downloaded from the University's website i.e. www.cottonuniversity.ac.in. The sealed cover must be super-scribed as **"Supply of Laptops & others for the Dept. of CS&IT,CU :: NIB: CU/S&P/2024/04, Dt. 01.03.2024"** and addressed to **"The Registrar, Cotton University, Panbazar, Pin-781001, Assam"**. The name and address of the bidder(s) must be mentioned in the Sealed Cover, which must be submitted during the office hours **on or before 12.00 PM of March 11, 2024** in the drop box arranged for the purpose. Bid Opening may be done by the same day at **1.00 PM** in presence of the bidders.
- **Per Unit Price quoted by the bidder must be inclusive of all applicable taxes & duties, onsite delivery & installation, etc.**
- Quantum of Order will be based on the demand/requirement based.
- The University reserves the right to amend or withdraw any of the terms & conditions and also update /modify/supplement the minimum criteria / requirements at any point of time. Besides, the University reserve the right to accepts, consider or rejects any or all the bids/offer without assigning any reason in lieu thereof.
- The law of the land shall be apply to the supply contract(s) / Purchase Order(s) arising out of this bid. All disputes in this connection and all matters arising out of the same shall be settled exclusively in the courts failing under the jurisdiction of Kamrup Metropolitan district authority.


(Dr. Arindam Garg)
Registrar

Memo No. CU/S&P/2024/03/ **2460-65**

Dated **01/03/24**

Copy for information and necessary action to:

1. The P.S. to the Vice Chancellor, Cotton University.
2. The Finance Officer , i/c, Cotton University
3. The Head, Dept. of CS&IT,C.U.
4. Mr. Melur Phangcho, Asst. Prof., & PI of DST Project, Dept. of CS&IT,C.U.
5. The Systems Manager, Cotton University; is requested to arrange for uploading/posting of this bidding document in the University's website
6. Office file concerned.



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- **Documents cum enclosure** which must be placed inside the **Techno-commercial bids** in sealed cover are:-
- Processing fee paid copy
 - Photocopy of Up-to-date **Trade License issued** by Guwahati Metropolitan Authority
 - Photocopy of **GST/ GST Filing documents**
 - Product Brochure/details of the quoted items.
 - Technical Compliance statement of the quoted items.
 - Copy of documents/testimonials [set(s) of **purchase orders** along with **delivery challans** indicating previous work experience of having supplied similar equipment to government or semi-government organisation(s)/ higher educational institute(s) of repute situated in north-eastern region of India
 - Copy of this **NIB/bidding documents** duly sealed & signed by the authorized signatory representing the bidder thereby implicating that all norms & conditions stipulated herein are unconditionally acceptable to the bidder.

Detailed Specification:

Laptop (Type-1):

M2 chip with 8-core CPU and 10-core GPU , 13 inch display, 512GB SSD Hard Disk,8GB Memory

Laptop (Type-2):

Intel Celeron N4020 Slim type, 15" HD (1366x768) TN 220nits display, 8GB Memory ,256GB SSD, Windows 11 Home, Office 2021.

Tablet (Type -1):

11-inch Display, M2 Chips, 128GB, Wi-Fi

Tablet (Type -2):

Mini Tablet, A 15 Bionic Chip, 64GB, Wi-Fi

Aug 11/24
Registrar
Cotton University
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Schedule of Price (To be placed inside the Price Bid envelop/sealed cover)

Name of the Items	MRP(INR)	Discount Offered, if any	Qty	Unit Price inclusive of GST (INR)
Laptop (Type-1)			01	
Laptop (Type-2)			01	
Tablet (Type -1)			01	
Tablet (Type -2)			01	

Note: The qty may vary depending on requirement/demands.

Name of the **Bidder**:

Address of the **Bidder**:

Contact Number(s) of the **Bidder**:

.....

Type of Business Entity of the **Bidder** [Proprietorship/Partnership/Company/others]:

.....

Full Name {in BLOCK Letters} of the **Authorized Signatory**:

.....

Full Signature of the **Authorized Signatory** with Date:

Office Seal/Stamp:

May 11/3/24
Registrar
Cotton University
Panbazar, Guwahati-781001, Assam