

**KERALA AGRICULTURAL UNIVERSITY**  
Rice Research Station, Moncompu, Thekkekara P.O., Alappuzha – 688 503.

No: B/23/2020

Dated 9<sup>th</sup> January 2020

**QUOTATION NOTICE**

Sealed quotations are invited for the servicing of Desktop/Laptop Computers & Printers of this station by supplying spare parts / peripherals on rate contract for the period 2020-21 as per the list appended herewith.

The rates quoted should be for delivery of the articles at the place mentioned below in the schedule. The necessary superscription, due date for the receipt of quotations, the date up to which the rates will have to remain firm for acceptance and the name and address of officer to whom the quotation is to be sent are noted below. Any quotation received after the time fixed on the due date is liable to be rejected. The maximum period required for delivery of the articles should also be mentioned. Quotations not stipulating period of firmness and with price variation clause and/or 'subject to prior sale' condition are liable to be rejected.

The acceptance of the quotations will be subject to the following conditions:-

1. Acceptance of the quotation constitutes a concluded contract. Nevertheless, a successful quotationers must within a fortnight/a month after the acceptance of his quotation furnish 5 percent of the amount of the contract as security deposit and execute an agreement at his own cost for the satisfactory fulfillment of the contract, if so required.

2. Withdrawal from the quotation after it is accepted or failure to supply within a specified time or according to specifications will entail cancellation of the order and purchase being made at the offerer's expenses from, elsewhere, any loss incurred thereby being payable by the defaulting party. In such an event the Government reserves the right to remove the defaulter's name from the list of Government suppliers permanently or for a specified number of years.

3. Samples, duly listed, should be forwarded if called for under separate cover and the unapproved samples got back as early as possible by the offerers at their own expenses and the Government will in no case be liable for any expenses on account of the value of the samples or their transport charges, etc. In case, the samples are sent by railway, the railway receipt should be sent separately, and not along with the quotation since the quotation will be opened only on the appointed day and demurrage will have to be paid if the railway parcels are not cleared in time. Quotations for the supply of materials are liable to be rejected unless samples, if called for of the materials tendered for are forwarded. The approved samples may or may not be returned at the discretion of the undersigned. Samples sent by V.P.Post or "freight to pay" will not; be accepted.

4. No representation for enhancement of price once accepted will be considered during the currency of the contract.

5. Any attempt on the part of quotationers or their agents to influence the Officers concerned in their favour by personal canvassing will disqualify the quotationers

6. If any licence or permit is required tenders must specify in their quotation and also state the authority to whom application is to be made.

7. The quotation may be for the entire or part supplies. But the quotationers should be prepared to carry out such portion of the supplies included in their quotation as may be allotted to them.

8. (a) In cases where a successful quotationer, after having made partial supplies fails to fulfil the contracts in full, all or any of the materials not supplied may, at the discretion of the Purchasing Officer be purchased by means of another tender/quotation or by negotiation or from the next higher quotationer who had offered to supply already and the loss, if any, caused to the Government shall thereby together with such sums as may be fixed by the Government towards damages be recovered from the defaulting quotationer..

(b) Even in cases where no alternate purchases are arranged for the materials not supplied, the proportionate portion of the security deposit based on the cost of the materials not supplied at the rate shown in the tender of the defaulter shall be forfeited and balance alone shall be refunded.

(c) Any some of money due and payable to the contractor (including Security Deposit returnable to him) under this contract may be appropriated by the Purchasing Officer or Government or any other person authorized by Government and set-off against any claim of the Purchasing Officer or Government for the payment of a sum of money arising out of or under any other contract made by the contractor with the Purchasing Officer or Government for the payment of a sum money arising out of or under any other contract made by the contractor with the Purchasing Officer or Government or any other person authorized by Government.

9. The prices quoted should be inclusive of all taxes, duties, cesses, etc. which are or may become or may become payable by the contractor under existing or future laws or rules of the country of origin/supply or delivery during the course of execution of the contract.

10 (a) ordinarily payments will be made only after the supplies are actually verified and taken to stock but in exceptional cases, payments against satisfactory shipping documents including certificates of Insurance will be made up to 90 per cent of the value of the materials at the discretion of Government. Bank charges incurred in connection with payment against documents through bank will be to the account of the contractor. The firms will produce stamped prereceipted invoices in all cases where payments (advance/final) for release of railway receipts/shipping documents are made through Banks. In exceptional cases where the stamped receipts of the Firms are not received for the payments (in advance) the unstamped receipt of the received for the payments (in advance) the unstamped receipt of the Bank (i.e. counterfoils of pay-in-slips issued by the bank) alone may be accepted as a valid proof for the payment made.

(b) The quotationers shall quote also the percentage of rebate (discount) offered by them in case of payment is made promptly within seven days of taking delivery of stores.

11. Any sum of money due and payable to the successful quotationer or contractor from Government shall be adjusted against any sum of money due to Government from him under any other contracts.

12. Special conditions, if any, printed on the quotation sheets of the quotationer or attached with the tender will not be applicable to the contract unless they are expressly accepted in writing by the purchaser.

**Superscription: Quotation No.B/23/2020 for Servicing of Computers & Printers  
on rate contract**

**Due date and time for receipt of quotations: 20.01.2020 at 3.00 Pm**

**Date and time for opening of quotations: 20.01.2020 at 3.30 Pm**

**EMD to be furnished along with the quotation: Rs.5000/-**

Sd/-

**Dr.Vandana Venugopal  
Professor & Head**

**List of Spare parts/Peripherals & Services included in the rate contract for 2020-21**

Sl.No.	Items	Rate per unit	Service/ Installation Charge
1	Mother board DDR 2 (Brand wise)		
2	Mother board DDR 3 (Brand wise)		
3	USB extension cable		
4	Inter net cable wire (1m) Patch code wire		
5	Key board (Different Make)		
6	LAN card		
7	Adapter		
8	RAM 1 GB (Make)		
9	RAM 2 GB (Make)		
10	SMPS (Different Make)		
11	LCD Panel		
12	Wifi dongle		
13	Printer PCR		
14	Cat cable wire		
15	Laptop Battery (Compatible & Std Brand)		
16	Paper pick up relay switch		
17	Wifi router		
18	Wifi switch		
19	Hard disk (500 GB & 1 TB and its Brand)		
20	Rubber push roller		
21	Adapter cord wire		
22	Adapter converter		
23	Drum and blade		
24	CPU cabin (Std Company & Compatible)		
25	Connector		
26	Monitor board		
27	Ordinary Mouse		
28	Optical Mouse		
29	Toner cartridge		
30	Toner refilling		
31	Printer drum		
32	Printer blade		
33	Formatting charge		
34	Printer monitor servicing		

35	LAN cable		
36	Internet connector (D LINK)		
37	Internet modem		
38	CPU fan		
39	Kaspersky antivirus package		
40	Toner Cartridge (Std Company & Compatible Make)		
41	Processor		
42	Chipset		
43	Display		
44	Memory		
45	VGA cable (Rate for different length)		
46	HDMI cable (Rate for different length)		
47	External USB Ports		
48	Operating System (Original OS)		
49	Optical Drive DVD RW		
50	Transfer, pick-up and feeding roller		
51	Fixation unit		
52	Transfer roller		
53	Plastic tool to remove the Transfer roller		
54	HP Printer Fusing unit (other brands also)		
55	Separation pad		
56	Feed roller unit		
57	Transfer corona unit		
58	Cleaning rod for fusing assembly		
59	Feeding unit		
60	Cooling fan		
61	Laptop Keyboard (Different Make)		
62	MP pick-up roller		
63	PC pick-up roller		
64	LC pick-up roller		

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Sd/-  
Dr.Vandana Venugopal  
**Professor & Head**