

**Mother Teresa Women’s University
Kodaikanal**

Tender Terms and Conditions

1. Sealed Tenders will be invited by the Registrar, Mother Teresa Women’s University, Kodaikanal **to Supply “Servers”** as per the specifications given in the Tender schedules.
2. The Tenders shall be submitted in sealed cover prescribed as **“for Supply of Servers”** for the use of Mother Teresa Women’s University **on or before 30.07.2021 by 5.00 p.m.** Opening of Tender date will be mentioned later through our University Website.
3. Each tender shall accompany with an EMD of 5% of the total cost worth **Rs.2,00,000/-**. The EMD in the form of **Demand Draft of Rs.2,00,000/- from drawn State Bank of India in favour of “Registrar, Mother Teresa Women’s University”**, payable at **“Kodaikanal”**. Tenders without EMD will be summarily rejected. EMD will not carry any interest. Tender documents can be had from the office on payment of **Rs.4,000/- + 18% GST**.

S.No	Name of the item	Approximate Value for 3 Servers	Cost of Tender Schedule	EMD (Demand Draft)
1.	Server Type I - 2 nos Type II – 1 no	Rs. 40,00,000/-	Rs. 4,000/- +18% GST	Rs.2,00,000/-

4. **Tenders received after 30.07.2021 will be returned to the tenderer unopened.**
5. The entries in the tender schedule shall be legible as far as possible without corrections and over writings. The unavoidable correction or scoring shall be attested by full signature of the tenderer. The tenderer should sign on each page of the tender document.
6. **In the tender schedule, the tenderers should quote their rate for each item separately in figures and words in the corresponding column.**
7. If the rates quoted in the schedule differ in words and figures, the lowest quoted rate will be taken.
8. No revision of rates will be accepted. Rates quoted shall be final.

9. The rates quoted shall be for delivery at University campus inclusive of charges such as packing and forwarding. Discount if any should be indicated prominently. The tender is solely responsible till delivery in good condition at University Campus, Kodaikanal.
- 10. The Tenderer should supply the materials as per the specifications given in the tender schedule. Tender documents are not transferable.**
11. Tender shall be submitted only in this official form and the tenderer should sign on each page of the tender enclosed without any omission. Tenders with price variation will not be accepted. The tenderer should quote the Tax Registration No., GST No., Pan No., etc. The qualification criteria mentioned in the specification should be fulfilled without fail.
12. The successful tenderer should produce income-tax clearance certificate for past 3 years. In the case of partnership Firms, this should be produced for each of the partners and the Firm.
- 13. The tenderer should come with Identity Card and Authorization Letter for those who are going to attend the opening of tender, in the absence of tenderer.**
14. The tender shall be valid for a period of 45 days from the date of opening. Tenderers should not withdraw their tender after the tenders are opened. In case the tender is withdrawn after opening, the EMD will be forfeited.
15. The EMD of the unsuccessful tenderers will be refunded on their request immediately after the disposal of tender by the competent authority.
16. The successful tenderer shall also furnish the security deposit at 10% of the value of order. 5% Security Deposit or Bank Guarantee and the remaining 5% may be obtained by cash from successful tenderer. The Security Deposit will be refunded after one year from the date of supply of materials.
17. In case of failure by the tenderers to supply the items demanded within the prescribed time limit or rejection of the goods by the University, the Registrar shall have the power to procure the goods from other sources. The excess cost and expenditure will be worked out and recovered from tenderer.
- 18. Successful tenderer should execute the agreement on stamp paper to the value of Rs.20/- within seven days from the date of receipt of intimation about acceptance of the tender. Failure to execute the agreement within the stipulated time, will be entitled forfeiture of the EMD and cancellation of the tender.**

19. Any dispute arising out of this contract shall be settled only within the jurisdiction of Kodaikanal.
20. The authority competent to accept the tender reserves the right to short list, the tender without assigning any reasons therefore.
21. Regarding the acceptance of supply with reference to the specifications and quality of materials supplied, the decision of the Registrar shall be final. The rejected materials should be removed from the University within 15 days at Tenderer's cost.
22. This University's General rules for the supply of the materials and works will apply in this case also.
23. If the tenderers fails in the due performance of their supply within the time fixed, the tenderers are liable to pay as liquidated damages upto 2% per month for the supply value of such portion of the materials as have not been delivered.

