



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: **007/AU/REG/Quot./17-188**

Date: **02/11/2017**

Sub: Sealed Quotations are invited from the bonafide and resourceful Manufacturers/Contractors/Service Providers/Agents for Supplying and Installation of One Bar-Tender Software (Version 11.0, Bartender 2016 Professional Edition - One User) for Aliah University Central Library New Town Campus in purpose of I-D Card Printing.

Aliah University, Kolkata a Premier Educational Institute under the Minority Affairs and Madrasah Education Department, Government of West Bengal, invites Sealed Quotations from the bonafide and resourceful Manufacturers/Contractors/Service Providers/Agents for Supplying and Installation of One Bar-Tender Software (Version 11.0, Bartender 2016 Professional Edition - One User) for Aliah University Central Library New Town Campus in purpose of I-D Card Printing. 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>.

Quotation must be submitted on or before 10/11/2017 at 03 PM 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.

i. Annexure I : General Terms & Conditions; ii. Annexure II : Technical Bid Application Format and Price Bid

Sl.	Schedule	Date & Time
1	Date of uploading of NIQ (Publishing Date) at Aliah University Website	03/11/2017 at 02 PM
3	Quotation submission start date	03 /11/2017 at 03 PM
4	Quotation Submission closing	10/11/2017 at 03 PM
5	Techno Commercial Bid opening date the O/o The Registrar, Aliah University, New Town (Tentative)	10 /11/2017 at 04 PM

Sd/-
Registrar
Aliah University

ANNEXURE I: GENERAL TERMS & CONDITIONS

1. The materials must be **supply and install** within 7 days of issuing work order
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 install and commission the **Software** 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: Supply and Installation of One Bar-Tender Software (Version 11.0, Bartender 2016 Professional Edition - One User) for Aliah University Central Library New Town Campus in purpose of I-D Card Printing.

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	Professional Tax Registration No. (if any) (Photocopy Required to Be Submitted along with NIQ)	
2.5	Not Blacklisted Self Certification must to be attached	

SPECIFICATION AND PRICE BID

Para of Quotation Enquiry Specification	Unit (nos)	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
<p align="center">One Bar-Tender Software (Version 11.0, Bartender 2016 Professional Edition - One User)</p> <ul style="list-style-type: none"> • Design and print labels, cards, mag stripe cards and more. • Optimize print speed to any printer or marking device. • Design data-entry forms that provide data validation and accept print-time input from the keyboard or a barcode scanner, Read data from CSV files, databases and Excel. • Easily search and select records for printing. • Encode RFID labels 	1 (Single User Computer)	
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: - 007/AU/REG/Quot./17-18

Date: 02/11/2017

Copy to:

1. The Chairman, I-Card Committee
2. Notice Board at New Town Campus, IIA/27, New Town, Rajarhat, Kolkata – 700 156
3. Notice Board at Park Circus Campus, 17, Gora Chand Road, Kolkata – 700 014
4. Notice Board at Main Campus, 21, Haji Md. Mohsin Square, Kolkata – 700 016
5. **Website: www.aliah.ac.in**

Sd/-
REGISTRAR