



PONDICHERRY UNIVERSITY
PUDUCHERRY – 605014

SCHEDULE OF TERMS & CONDITIONS

Sub: Installation for Structured Data Cabling – **Reg.**

Schedule of requirements

Sealed tenders are invited for installation of Structured Data Cabling (SDC) on the University campus from reputed firms as per the details furnished.

TERMS AND CONDITIONS

General Information

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| a) Last date and time for receipt of Tenders | :30.10.2019, 3.00 p.m. |
| b) Date and Time of Opening of Bids | : 30.10.2019, 3.30 p.m. |
| c) EMD amount | : Rs.10500/- |
| d) Tender Document Fee | : Rs. 250/- |

The Tender Document Fee and EMD should be as two separate **Demand Drafts** drawn from any Nationalized Bank and should be enclosed with the bid.

I. GENERAL CONDITIONS

1. Purchase of Tender Document: The Tender document can be downloaded from the University website www.pondiuni.edu.in.
2. Price validity: The rates quoted should be valid for 1 year.
3. Price & Tax, Duties, Discount, etc.: The taxes / duties / discounts, if applicable, are to be explicitly and separately shown in the bid.
4. The offers will not be considered if received after the bid closing date and time.
5. Billing : On actual quantity
6. The offers received through fax / e-mail will not be accepted by the University under any circumstances.
7. The University shall not be responsible for any delay / loss or non-receipt of tenders by post / courier service.
8. No unsolicited correspondence shall be entertained after the submission of the offer.
9. Tender is not transferable.
10. Payment will be based on actual quantity after measurement by the concerned Department
11. **Refund of EMD:** The EMD will be returned to unsuccessful tenderers only after the Tenders are finalized. In case of successful Tenderer, it will be retained till the expiration of the warranty period. **NSIC / MSME registered bidders** must submit copy of valid NSIC / MSME Registration Certificate for exemption of EMD fee.

II. SUBMISSION OF TENDER

The sealed covers containing bid shall be superscripted “Tender for installation of Structured Data Cabling”. The offer must be in English.

All the sealed tenders should be submitted / sent by post to

**The Registrar,
Pondicherry University,
Puducherry – 605 014.**

III. PAYMENT OF EMD AND TENDER DOCUMENT FEE

The Tender must be accompanied by **EMD** and **Tender Document Fee** as stated above, by means of **TWO Demand Drafts** from any Nationalized Bank, drawn in favour of **the Finance Officer, Pondicherry University**, payable at **Puducherry**.

IV. SPECIFIC CONDITION

1. The successful bidder should start the work immediately after receipt of the firm supply/work order and complete the work within 60 days from the date of award of Work/Purchase order
2. The rates quoted shall be valid for a period of "**ONE YEAR**" from the date of issue of firm Purchase order/Work order by the Pondicherry University
3. The selected vendor has to sign contract validity for a period of **ONE** year.
4. The Purchase /Work order shall be raised as and when there is a requirement from the Pondicherry University during the valid period of Contract.
5. **Payments terms:** As per University norms (90% after satisfactory completion of work and balance 10% after Two month period of installation.

Date: 15.10.2019

REGISTRAR (i/c)