



**OFFICE OF THE REGISTRAR**  
**DIBRUGARH UNIVERSITY**  
Dibrugarh | PIN - 786 004 | Assam

No: DU/RP/PMC/2020/298

Date: 13/10/2020

**-: Notice Inviting Quotation :-**

Sealed quotations are invited from authorized/reputed/experienced firm for the supply and installation of **Equipment** at the Office of the Siu-Ka-Pha Chair, D.U. in accordance with the specifications and quantity provided at the Annexure – I. The quotations will be received by the undersigned on or before 27/10/2020 upto 4:00 pm.

**Terms and Conditions:-**

1. No separate tender paper will be issued from the Office. Quotation should be submitted on the Supplier's Letter Pad accompanied with all relevant supporting documents.
2. The bidder must submit their quotation in 02 (two) bids system viz. Technical Bid and Financial Bids. The financial bid shall be considered for evaluation only after successful submissiveness of the Technical bid.
3. The quantity and requirements of the materials may be varied at the time of placing the formal supply/work/service order.
4. Payment shall be made after successful supply/installation/commission/completion of the job.
5. The price quoted on the Bid should be F.O.R. Dibrugarh University and shall have to be valid for atleast 60 days. Further, this Bid document is not transferable.
6. The quotations are to be addressed to "**The Registrar, Dibrugarh University, Dibrugarh – 786 004**". The sealed envelopes must be super scribed with the respective NIQ Notice number and Annexure number for which bids are being submitted. The bidder must also indicate their contact details in terms of Contact no, email ID etc on the face of envelope.
7. The bidder must clearly indicate information, in terms of Duties & taxes, freight & transportation charges, installation charges (if any), warranty terms (if applicable) etc. Details of GST registration, PAN etc are also required to be incorporated on the respective bid documents.
8. The bidders (except MSEs) have to submit 02% EMD along with the bids of the total bid value [Exemption is allowed to Micro and Small Enterprises (MSEs) as defined in MSE Procurement Policy issued by Department of Micro, Small and Medium Enterprises (MSME) or are registered with the Central Purchase Organisation or the concerned Ministry or Department] in the form of DD or A/C Payee cheque along with the bids to be drawn in favor of "**Registrar, Dibrugarh University**".
9. **The University reserves the right to:**
  - Accept/reject any/all tenders without assigning any reason thereof.
  - Revise the quantities at the time of placing the order wherever deemed necessary.
  - Award the contract to one or more bidders for the items covered by the Bid document.
  - Retain 10% of the total bill value as security deposit for 1 year (if required)

**Copy to:**

1. The Hon'ble Vice Chancellor- for favour of kind information.
2. The Dy. Registrar (F&A), D.U. for information
3. The Programmer, D.U. – for publishing on the D.U. website
4. Office File

Sd/-  
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## Annexure – I

### List of the Electronic Equipments and Accessories for Digitization of historical records in the Office of Siu-Ka-Pha Chair, D.U.

Sl No.	Item	Specifications
1.	Workstation	Intel Core i7-9700,(8 Core, 12MB Cache, 3.0Ghz, 4.7 Ghz Turbo w/UHD Graphics 630) Windows 10 Pro 64bit English, 16GB (2X8GB) DDR4 2666MHz UDIMM Non-ECC Memory AMD Radeon Pro WX 3200, 4GB, Graphics Card, M.2 256GB PCIe NVMe Class 40 Solid State Drive, 2nos x 3.5 inch 2TB 7200rpm SATA Hard Disk Drive 24" Professional Monitor (DP + HDMI) USB Keyboard and Mouse, 3 years onsite warranty.
2.	DSLR Camera	<b>Body:</b> Pixels: 24 Million Sensor: 24 mm CMOS Shutter Speed: 1/4000 to 30 sec, Bulb ISO Sensitivity: 100-12800 Color Space: sRGB/Adobe RGB Focus: 9 Point AF/AF-S/Manual File Format Still Images: JPEG, RAW+JPEG, RAW Interface: Hi-Speed USB, Video output (PAL/ NTSC) (integrated with USB terminal), HDMI mini output (HDMI-CEC compatible), Built-in Wi-Fi transmission. Storage: SD card, SDHC card or SDXC card. LCD: Tilt/Rotate  <b>Lens:</b> 18-55 mm Kit Lens <b>Accessories:</b> Camera Lace/Strap Carry Case/Bag Camera Tripod with Horizontal Arm for Overhead Shot Mini HDMI to HDMI Cable (3 mtrs.) Warranty: 1 Year
3.	Photocopier Machine	Paper Size: A3, A4, B5, Legal, Letter Paper Input Capacity: Tray 1 – 250 sheets(80gsm) Multipurpose Tray – 80 sheets(80gsm) Print Speed: 20 ppm for A4 and 10 ppm for A3 Toner Yield: Approx 10,000 sheets Drum Yield: Approx 60,000 Sheets Print Resolution: 600x600 dpi Copy Resolution: 600x600 dpi Magnification: 25% to 400% Interface: USB OS: Windows / MAC OS / Linux Warranty: 1 year onsite



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