

## TENDER CALL NOTICE

Sealed tenders are invited from reputed Manufacturers/ Authorized Dealers having valid up-to-date GST/IT clearance for supply of following items for this institution. The last date of submission of tender is Dt: 04/03/2025 by registered post/speed post/by person only. The date of opening of the tender will be on 06/03/2025 at 3 P.M. Tender incomplete in any respect as per the terms & conditions mentioned in the tender Call notice shall be summarily rejected, no postal delays will be entertained. The authority reserves the right to reject any or all quotations without assigning any reason thereof. For details visit the college website <https://mdcr.ac.in/>.

*13/22/25*  
PRINCIPAL  
MODEL DEGREE COLLEGE,  
RAYAGADA

Address for correspondence

The Principal  
Model Degree College  
At- Amlabhata, Po-Penta  
Dist- Rayagada  
Pin- 765107, Odisha

**(1) Bidding Procedure :-**

The retailer/manufacturer etc. should submit the tender for in the following format indicating the specification of items, brand name (if any), price per unit (including GST) and figures of the items which will be supplied.

Sl.No	Name of the Item	Specification	Unit Price including GST
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**(2) Items to be supplied**

Sl.No	Item	Specification
1	All in one PC (ISO Certified)	<b>I5 (13 Generation) Window 11, Microsoft Office, Home &amp; Student edition 2021, 16 GB/512 SSD, Graphics, USB type, RJ45, HDMI, Wifi, 24-inch LED monitor, IR Camera, Keyboard, Mouse</b>  No assembled items will be accepted. Brands like HP / DELL / LENOVO / ASUS will be accepted.
2	Printer (ISO Certified)	<b>A4, Black &amp; White, LaserJet multifunctional Printer, Copies, Scan, Print up to 50 PM, USB Net working</b>  Brands like HP / EPSON / CANON / SAMSUNG will be accepted.

**(3) General Terms& Conditions.**

1. Firms/ Suppliers/ Manufactures/ Distributors/ Authorized dealers must have valid GST/ Service Tax registration/ PAN with proven track record for supply of items.
2. Suppliers should send their tender through Registered Post/Speed Post only. No other mode will be accepted.
3. The College is not responsible for non receipt of tender within specified date and time due to any reason including postal delay on holidays.

4. Bids submitted without supporting documents, bare or incomplete in any aspect is liable for rejection.
5. The bidders should sign on each page of the tender and submit self attested copies of the required documents.
6. For any query pertaining to this bid document, correspondence be addressed to Dr.Bipranarayan Mallick, Principal, Model Degree College, Rayagada, **Mobile No. 9861007505**.
7. Any delay in the supply and installation of the items within the specified period, the concerned firms/suppliers shall be held responsible and the authority reserves the right to cancel the order.
8. The quantity mentioned in the supply order (which will be issue later) of the items may be increased or decreased upon the availability of funds.
9. Quoting merely the lowest price doesn't confer the right to any bidder for the award of supply order. The Purchase Committee reserves the right to select the item of any bid on the grounds of specification compliance, technologically advanced quality, proven performance track record, brand reputation, service backup support and training, offer of additional Features.
10. Installation and successful demonstration of the item in the respective room is obligatory and it should be free of cost at college.
11. If any item covered under warranty fails, the same shall be replaced free of cost including all the applicable charges including transport cost both ways.
12. The complete delivery of goods, installation and commissioning of the items should be met within 15 days from the date of issue of purchase order.
13. The total amount of the item should be inclusive of all taxes and statutory levies, labour, installation charges, packing, insurance, freight etc.
14. The successful bidder with quoted price as approved by the College shall be considered for issue of purchase order only when the bidder fulfills all the terms and conditions laid down in tender documents.
15. All the tenders will be evaluated and compared on the basis of the following order.
  - a. Compliance with instructions / General conditions of the tender.
  - b. Conformity with specifications.
  - c. Proof of Identity.

- d. Delivery Period.
  - e. Guarantee/Warranty/Expiry Period.
  - f. Quality.
  - g. Price.
  - h. Past experience.
  - i. Authorization letter from manufacturer.
16. Following documents should accompany with tender.
- a. Specifications and rate as per our format
  - b. Self Attested Copy of GST/registration.
  - c. Self Attested Copy of PAN Card.
  - d. Self declaration for not black listed.
  - e. Authorization letter from manufacturer.
  - f. Self Attested Copy of Bank details / Cancelled Cheque.
17. In the event of only loss, damage, breakage or leakage or any shortage, the bidder shall be liable to make good such loss and shortage found at the checking / inspection of the supplied instrument. No extra cost on such account shall be admissible.
18. Any dispute arising out of the transaction shall be subjected to the jurisdiction of Rayagada Court only.
19. Any corrections / corrigendum will be given in our Official website i.e. [www.mdcr.ac.in](http://www.mdcr.ac.in), Please visit College website regularly for any information/ update.
20. The authority reserves the right to accept or reject the tenders in whole or part without assigning any reasons thereof.

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