



**THIRUVALLUVAR UNIVERSITY**  
SERKADU, VELLORE – 632 115.

**TENDER NOTIFICATION**

**Date: 05.02.2025**

Tender NoticeNo.TVU/R/F4/ Library/ **Purchase of Internet Switch – L-3/2024-25/380**

Sealed tenders for **Purchase of Internet Switch – L-3** for the University library for Thiruvalluvar University, Vellore.

The tender documents and other details can be downloaded from the University Website: [www.tvu.edu.in](http://www.tvu.edu.in) from **05.02.2025 to 20.02.2025** . 3.00 PM

**Encl:**Tender Schedule

**REGISTRAR**



**THIRUVALLUVAR UNIVERSITY**  
**(NAAC Accreditation 'B+' Grade)**  
**(State University)**  
**SERKKADU, VELLORE – 632 115.**

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**LIMITED TENDER SCHEDULE**

**Terms and conditions for the Purchase of Internet Switch – L-3 for the University Library for Thiruvalluvar University, Vellore.**

**1. DUE DATE AND TIME**

Sealed Limited Tenders are invited by the Registrar, Thiruvalluvar University from the reputed Companies/Suppliers to Thiruvalluvar University, Vellore. The duly filled in Tender forms should reach the office on or before 3.00 pm on **20.02.2025**. Tenders received **after due date and time will be summarily rejected.**

**2. MODE OF DESPATCH**

Tenders should be addressed to the **Registrar, Thiruvalluvar University, Vellore**, by designation and should be only in sealed covers by courier Registered Post with Acknowledgement due or in person. Tenders received in ordinary covers without seal will not be considered.

**3. SUPERSSCRIPTION**

The Tender should be sealed and superscribed as Tender for **Purchase of Internet Switch – L-3 for the University Library, Thiruvalluvar University, Serkkadu, Vellore – 632 115.**

**4. EARNEST MONEY DEPOSIT**

Each Tender should be accompanied by Earnest Money Deposit of **Rs. 3,000/-** (Rupees Three Thousand Only) copy of the remittance challan, remitted through RTGS/NEFT in Our University **savings bank A/c No. 248401000000001, IFSC IOBA0002484, IOB, SERKKADU**. The Earnest Money Deposit of unsuccessful tenderers will be returned after the acceptance of the successful tender, at the expenses of the Tenderers within a reasonable time consistent with the rules and regulation on this behalf. The above **EARNEST MONEY DEPOSIT** amount held by the University till it is returned to the Tenderers would not earn any interest therefore. Earnest Money Deposit will be refunded only after completion of warranty period in case of the successful tenderer.

**5. ELIGIBILITY CRITERIA**

The bidders must fulfill the following Eligibility conditions and also submit documentary evidence in support of fulfilling these conditions while submitting the Bid. The University will consider the Commercial Bid of the vendors who qualify in the Technical bid. For those vendors who are not qualified in the Technical Bid, the Commercial bids will not

be considered. The bidders should have at least 3 years experience and focus on the related business, as on 31.03.2024 and a minimum average annual turnover of Rs.5 Lakhs and above in the last three years. Bidders should submit a) Income tax clearance certificate of last financial year with TAN/PAN number, b) valid GST/Sales Tax clearance certificate, c) valid GST registration certificate.

#### **6. DETAILS TO BE FURNISHED AND MODE OF PRESENTATION:**

- a. The Tender should contain particulars like name and addresses of the Tenderers, rate including other levies that may be applicable.
- b. The rates should be kept firm for **one hundred eighty days** from the date of the opening of the Tenders for acceptance.
- c. The rate should be quoted for each mentioned in the commercial bid. if applicable and should be indicated clearly both in words and figures. Any scoring or overwriting should be attested by the Tenderer with full signature. The rate quoted should be firm and should not subject to any variation clauses.

#### **7. OPENING OF TENDERS:**

The tenders received up to 3.00 p.m. on **20.02.2025**. will be opened by the Registrar, or any other officer authorized by him on his behalf at 4.00 p.m. on **20.02.2025** in the presence of those Tenderers or their representatives who may be present at the time of opening. The representatives of the Tendering firms who are attending the opening of the Tenders should bring a letter of authority from the Tendering firms which they represent to identify their bonafide.

#### **8. AGREEMENT:**

- a. The successful tenderer should execute an agreement for the fulfillment of the contract in the stamp paper to the Value of Rs.100/- in the model form enclosed in Annexure-III within seven days from the date of acceptance of the tender.
- b. The expenses incidental to the execution of agreement shall be borne by the successful Tenderer.
- c. The conditions stipulated in the agreement should be strictly adhered to and violation of any of the conditions will entail termination of the contract without prejudice to the rights of the University and recovery of any consequential loss from the successful Tenderer.

#### **9. SECURITY DEPOSIT:**

- a) The successful Tenderer will be required to remit the Security Deposit equivalent to **Five percent** from the total value of the quoted amount. If Tenderer fails to remit the Security Deposit within the above said period. The Earnest Money Deposit remitted

by him will be forfeited by the Thiruvalluvar University and his Tender will be held void.

- b) The successful Tenderer, Earnest Money Deposit, may not be adjusted with Security Deposit.
- c) If the Tenderer fails to act according to the Tender or backs out when his Tender is accepted, his Security Deposit mentioned above will be forfeited to the University.

#### **10. FORFEITURE OF EARNEST MONEY DEPOSIT:**

If the successful Tenderer fails to abide by the tender conditions or withdraws after his tender has been accepted, his Earnest Money Deposit will be forfeited.

The successful Tenderer shall not assign or make over the contract, the benefit of burden thereof to any other person or persons or body corporate. He shall not underlet or sublet to any person/s or body corporate for executing the contract or any part thereof.

#### **11. ACCEPTANCE AND WITHDRAWALS:**

- a. The final acceptance of the tender is entirely vested with University which reserves the right to accept or reject any or all the tender without assigning any reason whatsoever. There is no obligation on the part of the University to communicate with rejected Tenderers. After acceptance of the tender by the University, the Tenderer shall have no right to withdraw his Tender or claim higher price.
- b. Tenders with incomplete information will be summarily rejected.

#### **12. PAYMENT SCHEDULE**

i. **No advance payment will be made.**

ii. The schedule of payment shall be as follows:

(a) The terms of payments for the purchase of items: 100% of the total cost of **Goods/Works/Service's** will be paid on Supply & commissioning and handing over of the same after testing all the technical specifications and certified by the University Librarian/Registrar Thiruvalluvar University, Vellore concerned for releasing the payment.

(b) The terms of payments for work: 100% of payment will be paid after completion of the work and the same after testing all the technical specifications/measurement and certified by the **University Librarian /Registrar, Thiruvalluvar University**, Vellore concerned for releasing the payment.

- iii. The office of The REGISTRAR Thiruvalluvar University Vellore will deduct Income Tax and other statutory taxes at Source as applicable from time to time.

- iv. For claiming this payment the following documents are to be submitted to the Purchaser.
- Invoice duly pre-receipted
  - Delivery Challan / Bills in duly pre-receipted.
  - Thiruvalluvar University **GST No. 33AAAJT1886B1Z9** should be mentioned in the Invoice
- v. No payment will be made for goods/works/Services/ rejected at the site on testing. Also, no payment will be made for rejected items/incomplete work, which do not confirm to the specifications/measurement stipulated.

### **13. PENALTY**

- i. In normal circumstances, Goods/items/works should be supplied/carry over strictly as per the schedule mentioned in the supply/work order. However, in urgent cases, items are to be supplied immediately. In case of delay in supplying the material/carry over the work, a **Liquidated Damage will be imposed @ 1% per day of total cost of unsupplied Items/pending work-subject to a maximum of 10% of the total cost of unsupplied items/pending work** – shall be liable to be imposed upon the defaulting firm by this office. In case of delay beyond 10 days, this office will be at liberty to procure the concerned item(s) from any other Agency at the risk and cost of the supplier and also it will result in the forfeiture of the Performance Security.
- ii. For any other irregularities, mistakes, etc. Penalty at the discretion of Tendering Authority will be imposed.
- iii. That for unsatisfactory performance owing to absence of Vendor's staff, deficiencies in services/work/items or for some other reason the tendering authority shall be within its rights to make necessary deductions from the running bills of the Vendor for such deficiency in services/work/items. Alternatively, the tendering authority may, after giving an opportunity of being heard to the Vendor, get such deficiencies fulfilled at the cost and responsibility of the Vendor.

**14. SCOPE OF WORK**  
**(Technical Specifications)**

**Specification for Purchase of Internet Switches- L3 for University Central  
Library- Thiruvalluvar University, Vellore.**

<b>Sl.No</b>	<b>Item and Description</b>	<b>Qty</b>
1.	L – 3 Internet Managed Switch 24 Port Brand: CISCO – Catalyst 9300 – 24 port	1

**15. Execution of Purchase/Work Order**

The University reserves the right to modify the scope or the quantity in the Tender document and the Contractor shall undertake the work as in the Purchase/Work order

**16. GENERAL:**

The tenderer, while sending tenders should enclose a copy of the conditions stipulated duly certified and attested by token of accepting the tender conditions Annexure-III that they understood and accepted them in full. Tenders received without the certified copy of the conditions shall be rejected summarily.

I/We \_\_\_\_\_ have gone through the terms and conditions and will abide by them as laid down above.

**SIGNATURE OF THE TENDERER**  
**WITH OFFICE SEAL**

**ANNEXURE – I**  
**THIRUVALLUVAR UNIVERSITY,**  
**VELLORE - 632 115.**

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**TECHNICAL BID**

**Limited Tender Schedule for Purchase of Internet Switch – L-3 for the  
University Library for Thiruvalluvar University, Vellore**

**Profile of the Company:**

The Company should provide the following details

1. Name of the Organization with GST :
2. Nature of the Organization :  
(Govt. / Public / Private / Partnership/  
Proprietorship)
3. (a) Address of the Registered Office of the  
firm with Phone Number, Fax and E-mail. :  
(b) Year of Establishment :
4. Name of the contact person :
5. Telephone No./Cell No. :
6. Annual turnover for the previous three years :  
(Should be minimum amt of Rs.5Lakhs/Annum)  
(Xerox of the I.T. Clearance Certificate enclosed)
7. Income Tax Account No. PAN/TAN No. :
8. Location of the Company :
9. Names of the Government Agencies/  
Educational Institutions to whom  
similar Item have been supplied in  
the preceding One year [Copy of  
Order and Specimen be enclosed] :
10. Total experience in related areas :
11. State the minimum of time required to supply  
if your company/ Organization  
gets the order No.of days :

## 12. EMD PAYMENT PARTICULARS

Remittance Amount Rs.

Date of Remittance:

UTR No.

### **Note:**

1. The amount must be quoted only in Indian Rupees.

I hereby declare that the above particulars mentioned are true to the best of my knowledge.

Place:

SIGNATURE OF THE TENDERER

Date :

Cell No.

Phone No.



**ANNEXURE – II**  
**THIRUVALLUVAR UNIVERSITY**  
**VELLORE-632 115.**

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**Limited Tender Schedule for Purchase of Internet Switch – L-3 for the  
University Library for Thiruvalluvar University, Vellore**

**COMMERCIAL BID**

<b>Sl.No</b>	<b>Item and Description</b>	<b>Qty</b>	<b>Unit Price (INR)</b>
1.	L – 3 Internet Managed Switch 24 Port Brand: CISCO – Catalyst 9300 – 24 port	1	

I hereby declare that the above particulars mentioned are true to the best of my knowledge.

**TENDERER’S SIGNATURE  
WITH OFFICE SEAL**

**ANNEXURE - III**

[To be executed by the Firms for the **Purchase of Internet Switch – L-3 for the University Library**, Thiruvalluvar University, Vellore]

I, We, M/s ..... [Hereinafter referred to as “Supplier” hereby contract and agree on the acceptance of our Tender by Thiruvalluvar University [hereinafter referred to as “Purchaser”] in accordance with the conditions of contract stated below, the goods or materials hereunder named of the quality and of the sort and at the rate or price specified in the purchase order.

**CONDITIONS OF CONTRACT**

1. This document on having been signed by both the parties shall constitute a binding contract between the parties and shall remain in force for 12 months. But in the event of any breach of agreement at any time on the part of the supplier, the contract shall be determinable by the Purchaser without compensation to the Supplier. The contract may also be put to an end at any time by the Purchaser upon giving seven days notice to the supplier.
  
2. The Supplier agrees to supply, as detailed in the Commercial bid after carrying out successfully all the tests prescribed by the purchaser at all inclusive price of Rs.. . . . .to the ..... before the specified date. The price offered is firm and is not subject to enhancement on any ground.
  
3. The University shall have power to make any changes in the Terms and Conditions without consultation with the firm (Tenderer)

For and on behalf of

**PURCHASER**

**SUPPLIER**

**WITNESSES :**

**WITNESSES :**

1.

1.

2.

2.