

**Central University of Tamil Nadu
Neelakudi Campus
Thiruvavarur-610 005**

**NOTICE INVITING TENDER ENQUIRY FOR
SUPPLY & INSTALLATION OF EQUIPMENTS FOR ASSISTIVE
TECHNOLOGY CENTRE FOR THE VISUALLY CHALLENGED**



Tender No.2022-23/25

Date of Issue: 15.12.2022

Date of closing: 04.01.2023



तमिलनाडु केन्द्रीय विश्वविद्यालय
(संसद द्वारा पारित अधिनियम 2009 के अंतर्गत स्थापित)
CENTRAL UNIVERSITY OF TAMIL NADU
(Established by an Act of Parliament, 2009)
नीलक्कुडी परिसर/Neelakudi Campus, तिरुवारूर/Thiruvarur- 610 005
☎:04366-277359 / email: purchase@cutn.ac.in

TENDER NO.2022-23/25

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NOTICE INVITING TENDER ENQUIRY FOR SUPPLY & INSTALLATION OF EQUIPMENTS FOR ASSISTIVE TECHNOLOGY CENTRE FOR THE VISUALLY CHALLENGED

Central University of Tamil Nadu, an institution setup by an Act of Parliament, invites sealed Tender under Two-Bid System for the **Supply & Installation of Equipments for Assistive Technology Centre for the visually challenged** as per the specifications given in **Annexure-I**. The tender documents can be downloaded from www.cutn.ac.in.

1. Two Bid System:

The Technical Bid (**Annexure-II**) and the Commercial Bid (**Annexure-III**) shall be sealed by the bidder in separate covers duly super scribed as **Tender for Supply & Installation of equipments for Assistive Technology Centre for the visually challenged – Technical Bid** and **Tender for Supply & Installation of equipments for Assistive Technology Centre for the visually challenged – Commercial Bid** respectively and both the sealed covers are to be put in a bigger cover which should also be sealed and duly super scribed as **Tender for Supply & Installation of equipments for Assistive Technology Centre for the visually challenged - Tender Notice No.2022-23/25**.

The bidding may be made for a specific item or for all the items in **ANNEXURE-I**. The technical details of the equipment/s along with the filled-in format (**ANNEXURE - II**) should be kept inside the Technical Bid Envelope along with EMD and sealed. The tender must reach **The Registrar, Central University of Tamil Nadu, Neelakudi Campus, Thiruvarur 610 005** by post or by hand on or before **04.01.2023, 15:00 hours**. **The Technical Bid will be opened on 04.01.2023 at 16.00 Hrs.**

Tenders received after due date/time will not be considered under any circumstances. Canvassing in any form will result in the disqualification of the bidder. Tenders sent by fax/email will not be considered. To avoid any complications with regard to Late Receipt/Non Receipt of Tenders, it may please be noted that responsibility rests with the bidder to ensure that the tenders reach the above mentioned address on or before the due date.

Date: **15.12.2022**

Registrar
Central University of Tamil Nadu

2. Who can bid?

- I. The tenderer should be either an original manufacturer or the authorized dealer having been established in the field for minimum period of THREE years as on 01.12.2022.(Enclose supporting documents)
- II. The tenderer should have average annual turnover of at least Rs.5 Lakhs per year during the last THREE financial years viz. 2019-20, 2020-21 and 2021-22 (each year). (Enclose supporting documents such as Audited Profit & Loss Account Statement with self-attestation).
- III. The bidder should have supplied similar equipment to at least any one reputed central/ state government educational/research institutions, University, Colleges Supporting documents such as purchase orders, work completion certificates should be attached with the bid
- IV. The firm should have registered with GST.(Enclose supporting documents)

3. Earnest Money Deposit (EMD)

- 3.1. The Bidder shall furnish, as part of its bid, an EMD by Demand draft drawn in favour of Central University of Tamil Nadu payable at Thiruvarur. The amount of EMD is as follows:

EMD Instruments Details

Item No.	Description	Approximate Qty.	Estimated Value in Rs. (excluding GST)	EMD Amount value in Rs.
1	Fully Talking All In One Tool for the Visually Challenged	05 No.	44,500	890
2	Orbit Reader-20	02 No.	66,000	1320
3	Fusion Screen Reader cum Magnifier Software	One License of 3 Computers	48,000	960
4	Braille Standard Model	1	43,000	860
		Total	2,01,500	4,030

- 3.2. The firms who are registered with National Small Industries Corporation (NSIC) / or Small Scale Industrial (SSI)/ Micro & Small Enterprises (MSEs) are exempted to furnishing the EMD. Self-attested photocopy of valid registration certificate issued by competent authority for supply of laboratory equipment must be enclosed with the technical bid.

- 3.3. Any bid not accompanied with the EMD shall be rejected by the Purchaser as nonresponsive.

Instructions to Bidders including Terms and Conditions of Contract

1. Scope of Bid

- 1.1. Central University of Tamil Nadu (CUTN), Thiruvarur, hereinafter called “**Purchaser**”, invites bid for **Supply & Installation of equipments for Assistive Technology Centre for the visually challenged** at its campus in Thiruvarur.

2. Cost of Bidding

- 2.1. The Bidder shall bear all costs associated with the preparation and submission of its bid and the Purchaser shall in no case be responsible or liable for those costs regardless of the conduct or outcome of the bidding.

3. Tender Document

- 3.1. The Tender Document is not transferable.
- 3.2. The bidder shall make a copy of the tender document before submitting the same to the concerned office. No requests will be entertained for making a copy after the submission of the document.
- 3.3. Copy of Tender Document marked "Original" with each page signed and stamped to acknowledge acceptance of the same **as a mandatory clause**.

4. Clarifications in Tender Document

- 4.1. The Purchaser will respond to any request for clarification or modification of the Tender Document that are received up to **FIVE (05)** days prior to the deadline for submission of bids prescribed by the Purchaser. For this purpose, the prospective Bidder(s) requiring clarification in the Tender Document shall notify the Purchaser in writing at the Purchaser's email address: **purchase @cutn.ac.in**.

5. Amendment of Tender Document

- 5.1. At any time prior to the deadline for submission of bids, the Purchaser may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, modify the Tender Document by way of amendment(s).
- 5.2. Amendments will be intimated in University Website and shall be binding on them. Further, it will be assumed that the Bidder has taken into account such amendments while submitting the bid.

6. Documents Comprising the Bid:

- a. All the Documents as mentioned under the Heading Who can Bid?
- b. Earnest Money Deposit (EMD) & valid EMD exemption certificate (if applicable).
- c. Documents establishing conformity of the Equipment to the Tender Document;
- d. An undertaking to provide comprehensive onsite maintenance during the warranty.

7. Bid Prices

- 7.1. The rates should be quoted for a single unit and also for the total quantity required by the University. Prices must be quoted separately for each equipment/item identified
- 7.2. **Price quoted for machine must include all costs associated with packing, transportation, insurance, all duties and levies, delivery of instruments, loading and unloading on DOOR DELIVERY basis to the university at Neelakudi Campus, Thiruvarur 610 005 including its installation, commissioning, integration and validation.**

8. **Period of Validity of Bids:** Bids shall remain valid for a period of 180 days after the date of deadline for submission of bids prescribed by the Purchaser.

9. Late Bids: Any bid received by the Purchaser after the bid submission deadline prescribed by the Purchaser, shall be rejected and returned unopened to the Bidder.

10. Clarification of Bids: During the bid evaluation, the Purchaser may, at its discretion, ask the Bidder for a clarification of its bid. The request for clarification and the response shall be in writing, and no change in the price or substance of the bid shall be sought, offered or permitted.

11. Contacting the Purchaser

11.1. From the time of bid opening to the time of Contract award, if any Bidder wishes to contact the Purchaser on any matter related to the bid, it shall do so in writing.

11.2. If a Bidder tries to directly influence the Purchaser or otherwise interfere in the bid evaluation process and the Contract award decision, his bid shall be rejected.

12. Award Criteria

12.1 Purchaser will award the Contract to the Bidder whose bid has been determined to be substantially responsive and the Lowest Quote Evaluated Bid.

12.2 The University reserves the right to buy different items/quantity from different bidders considering price of individual/group of machine or any other factors as decided by the committee.

13. Purchaser's Right to Accept/Reject/Modify Bids

13.1. The Purchaser reserves the right to accept or reject any bid or to annul the bidding process and reject all bids at any time prior to Contract award, without thereby incurring any liability to the Bidders.

13.2. The Purchaser reserves the right to negotiate with the Bidder having the Lowest Evaluated Bid.

14. Award of Purchase Order

14.1. Prior to the expiration of the period of bid validity, the Purchaser will issue the Purchase Order to the successful Bidder in writing.

14.2. The Purchase Order will constitute the foundation of the Contract.

15. Contract Agreement

15.1. Within fifteen (15) days of receipt of the Purchase Order, the successful Bidder shall sign and date its copy on each page and return it to the Purchaser, along with the Performance Security.

15.2. Copy of Purchase Order duly signed and dated by the successful Bidder on each page shall constitute the Contract Agreement.

16. Performance Security

16.1. Within fifteen (15) days of receipt of notification of award from the Purchaser, the successful Bidder shall furnish the performance security equal to 3% of the Contract value in the form of Demand Draft favouring, **Central University of Tamil Nadu payable at Thiruvarur. The Performance Security will be valid all along the warranty period and shall extend upto sixty (60) days after the date of completion of warranty period.**

16.3. The security shall automatically become null and void once all the obligations of the Supplier under the Contract have been fulfilled, including, but not limited to, any

obligations during the Warranty Period and any extensions to the period. The security shall be returned to the Supplier not later than fifteen (15) days after its expiration.

- 16.4. Failure of the successful Bidder to comply with the requirements shall constitute sufficient grounds for the annulment of the award and forfeiture of the EMD, in which event the Purchaser may make the award to the next lowest evaluated bid submitted by a qualified Bidder or call for new bids.

17. Time for Supply, Installation, Commissioning and Validation of the items

- 17.1. The Supplier shall supply the items within the period specified in the tender document i.e. **within FOUR weeks of signing the purchase order or within the period mutually agreed between purchaser and supplier.**
- 17.2. The Supplier shall thereafter proceed with the installation & commissioning, integration and validation and demonstrate operational acceptance of the items within the period specified, unless it is mutually agreed.

18. Terms of Payment

- 18.1. 100% payment would be released after satisfactory installation & commissioning as certified by the user Department and satisfaction of the University, subject to submission of Performance Bank Guarantee (PBG) for 3% of the purchase order value, covering the period of Warranty plus 60days.
- 18.2. The supplier should submit mandate form for payment through EAT module in PFMS as **Annexure – IV.**

- 19. Taxes and Duties:** The Supplier should ensure payment of all taxes, duties, levies and charges assessed by all municipal, state or national government authorities, in connection with the Goods and Services supplied under the Contract.

20. Product Upgrades:

The Supplier shall continue to support and maintain the version/model of the Machine supplied by upgrading the software and the hardware as and when amendments are carried out in the existing version or the product is upgraded. Whereas upgrades to the software shall be supplied free of cost, the Supplier may charge for upgrade in hardware provided it is of major nature. An upgraded higher version of the instrument and software related with the instrument shall be supplied.

21. Liquidated Damages :

- 21.1. If a firm accepts an order and fails to execute the order, in full or part, as per terms and conditions, stipulated therein, it will be open to the University to recover liquidated damages from the firm at the rate of 1% of the value of the undelivered goods per month or part thereof, subject to a maximum of 5% of the value of the undelivered goods. It will also be open to the University alternatively, to arrange procurement of the required stores from any source, at the risk and expense of the firm, accepted and failed to execute the order according to stipulations agreed upon. This will also entail removal of the defaulters' name from the approved / registered list of Contractors.
- 21.2. The Purchaser reserves the right to terminate the contract if the Supplier defaults on any of the time limits by more than FOUR weeks.

22. Intellectual Property Rights Warranty and Indemnity

- 22.1. The Supplier hereby represents and warrants that the Machine as supplied, installed & commissioned along with its Application Software and copying of Manuals & other documents provided to the Purchaser in accordance with the Contract does not and will not infringe any Intellectual Property Rights held by any third party.
- 22.2. The Supplier shall indemnify and hold harmless the Purchaser from and against any and all losses, liabilities and costs (including losses, liabilities and costs incurred in defending a claim alleging such a liability), that the Purchaser may suffer as a result of any infringement or alleged infringement of any Intellectual Property Rights.

23. Assignment: The Supplier shall not, without the prior written consent of the Purchaser, assign to any third party, the Contract or any part thereof.

24. Governing Law: The Contract shall be governed by and interpreted in accordance with the laws of India.

25. Settlement of Disputes : Any dispute or claim arising out of/relating to this Contract or the breach, termination or the invalidity thereof, shall be settled by the Hon'ble Courts of Justice at Thiruvavarur.

26. REASONABILITY OF PRICES: Please quote best minimum prices applicable for a premier Research Institution, leaving no scope for any further negotiations on prices. The quoting party should give a certificate to the effect that the quoted prices are the minimum and they have not quoted the same item on lesser rates than those being offered to INST to any other customer nor they will do so till the validity of offer or execution of the purchase order, whichever is later. We request you to fill the price reasonability certificate format in the enclosed file (ANNEXURE "VI").

27. The page number should be marked in all pages serially (including all supporting documents enclosed with the tender document) and the declaration for the same shall be submitted by the bidder as **Annexure-V**.

28. Central University of Tamil Nadu reserves the right to accept or reject any or all the tenders in part or whole or may cancel the tender at its sole discretion without assigning any reason whatsoever. No further correspondence in this regard will be entertained.

TECHNICAL SPECIFICATIONItem No-1: Fully Talking All In One Tool for the Visually Challenged :

S. No	Parameter	Specifications& Features	Compliance (Yes/No)
1	Reads	Daisy Books enabling them to read chapter by chapter, Page by page, sentence by sentence etc.	
2	E-books format of textbooks	Word ,PDF, E-Pub, Text saved in the unit with the help of the inbuilt voices of English and Hindi.	
3	Plays	Audio Recordings of talking books, lectures recorded in class, MP3 files, music etc. or equivalent	
4	Records	Enables the blind students to record lectures in class for later listening to revise.	
5	Reading Speed	Reading Speed for Books/ Documents-Selection of 19 speeds	
6	Language Support	Speaks <i>English and Hindi</i> and Reads most Indian languages such as <i>Marathi, Gujarati, Punjabi, Sanskrit, Tamil, Telegu, Kannada, Malayalam, etc.</i>	
7	Number Pad	Number Pad that enables the user to easily type the Password for Wi-fi as well as select the pages and Chapters desired.	
8	Bookmarks	Inserts book marks on important points to support the Learning and quick revising of the lessons.	
9	Calculates	Enables instant arithmetic calculations while in class as It is a talking calculator.	
10	Manages	To & for PC connectivity for creation of folders, saving ,deleting, renaming, arranging files and recordings Subject wise for quick access or equivalent	
11	Speakers	In-built Speakers or equivalent	
12	Storage	3GB Internal Memory and extendable up to (SD card)256GB / Supports USB Pen drive of up to 1 TB to take care of all your collection of E-books, Recordings, etc. or equivalent	
13	Navigation	Navigate Books with Go to Page, Go to Heading With Levels, Chapters ,Sections ,Phrase, Time Jump, etc	
14	Battery	Informs battery status/ indication	
15	Announces	Date, Time, Alarms, current file, battery status etc. and Many more to support the learning.	
16	Warranty	Warranty includes 1Year Onsite support with next Business day response.	

ItemNo-2: Specifications of Orbit Reader-20 :

S. No	Parameter	Specifications& Features	Compliance(Yes/No)
1	Signage-quality	Unique signage-quality Braille	
2	Braille cells	20 eight-dot refreshable Braille cells	
3	Book-reader mode	Read your favorite books and files from SD Card	
4	Note-taker mode	Take notes and edit files	
5	Braille display mode	Connects to Computer and Mobile devices over USB And Bluetooth	
6	Use stand – alone or Connect	A Computer or Mobile device	
7	Work with all popular screen readers	<u>Windows / Mac OS / iOS and Android</u> <ul style="list-style-type: none"> • Read and send messages and emails • Browse the internet • Control your Computer or Smartphone 	
8	Multi Language	Operation	
9	Switch	Easily and instantly between modes	
10	Braille Keyboard	Full featured High-quality Perkins–style8-key Braille Keyboard	
11	Navigation	Cursor pad with 4-way arrows and select keys for easy navigation	
12	Rocker keys	Panning control rocker key sat each end of display	
13	USB Port	Micro-USB port connectivity or equivalent	
14	Battery	Fast charging long-life battery or equivalent	
15	Weight	Compact, lightweight and portable (0.96lb.,6.6x 4.3x 1.25 inch)	
16	Durable	Solid, durable construction, resistant to fluids and dust	
17	Warranty	Warranty includes 1 Year Onsite support with next Business day response.	

ItemNo-3:Fusion Screen Reader cum Magnifier Software:

S. No	Parameter	Features	Compliance (Yes/No)
1	Installation &Activation	Single installer with one activation code for all Three products :JAWS, Zoom Text, and Fusion	
2	Screen	Screen and cursor enhancements	
3	Voice Quality	High-quality speech using Eloquence and Vocalizer Expressive	
4	Access	Instant access to any JAWS customization already In place	
5	Interface	Same familiar user interfaces	
6	Navigation	Powerful keyboard access including navigation on The web	
7	Synchronization	Screen tracking synchronized with speech and Braille as you navigate and read	
8	Work	Works with Type Ability and J-Say	
9	Warranty	Warranty includes 3-Years Onsite support with next business day response.	

ItemNo-4: Specifications of Brailer Standard Model

S. No	Parameter	Specifications& Features	Compliance (Yes/No)
1	Paper Margin	Full right and left margin adjustments to Accommodate any paper size and line centering	
2	Feeder	Round paper-feed knobs to enable easy paper Loading and unloading	
3	Response	Fast response time between typing and output	
4	Design	Ergonomic design for ease of typing	
5	Indicator	Audible bell sounds even spaces before end of line	
6	Carriage	Carriage release, full horizontal movement Between margin stops	
7	Space Standard	Braille output conforms to American National Library Service for the Blind Size and Spacing Standard	
8	Braille Specifications	Cells Per Line – 42,LinesPerPage –26.	
9	Warranty	Warranty includes 1-Year Onsite support with next business day response.	

PROFORMA FOR TECHNICAL BID
(In separate sealed cover-I super scribed as “Technical Bid”)

S.No	Description	Page.No
1.	Name & Address of the Agency with phone number, email etc. <u>and</u> name, address and telephone/mobile number , Contact Person Name	
2.	Year of establishment of the agency(Copy of the registration certificate to be enclosed)	
3.	Type of firm: Propriety / Partnership/Private / Private Ltd etc	
4.	PAN Number (copy to be enclosed)	
5.	Goods and Service Tax Registration Number (GST) (copy to be enclosed)	
6.	Firm should have the experience for at least one in similar field. The Supplier shall have to enclose Supply order to Govt Education Institution / Research laboratory etc. (Proof to be attached)	
7.	Location of service centre in and around Tamil Nadu / Pondicherry.	
8.	Annual Turnover (Rs. In Lakh) 2019 - 20 2020 – 21 2021 --22 Audited financial statements or financial statement showing turnover duly signed by a chartered Accountant are to be enclosed.	
9.	Acceptance of terms & conditions attached (Yes/No). Please sign each page of terms and conditions as token of acceptance and submit as part of tender document.	
10.	Whether the firm is blacklisted by any Government Department or any criminal case is registered against the firm or its owner/partners anywhere in India. (If no, a certificates to be attached in this regard.)	

11.	Details of the DD of Rs. towards bid security (EMD). DD No. Date: Drawn on: (OR) NSIC/MSME/SSI Registration No. (copy to be enclosed)		
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- **Compliance Statement to specifications of the instruments to be provided by the tenderer as in Annexure-IV.**

Signature _____

Name _____

Designation _____

Date: _____

Place: _____

Seal of Company _____

Commercial Bid**(To be enclosed in separate sealed cover)**

1. The price of the following instruments as per the specification in the **Annexure-I** is to be given individually in the format mentioned below:

Sl. No.	Name of the Instruments	No.	Cost per Unit/Set	Total Cost (Inclusive of all taxes & delivery /installation charges)
1	Fully Talking All In One Tool for the Visually Challenged	5		
2	Orbit Reader-20	2		
3	Fusion Screen Reader cum Magnifier Software	1 License for three computers		
4	Braille Standard Model	1		
Grand Total (Inclusive of all taxes) (In Words)			(In Figures)	

Note: Bidders can quote all the items or any of the items

2. Maximum educational discount as could be offered should be mentioned.

3. Price quoted for machine must include all costs associated with packing, transportation, transit insurance, taxes, all duties and levies, delivery of machine, loading and unloading on **DOOR DELIVERY** basis to the university at **Thiruvarur** including its installation, commissioning, integration and validation.

4. The bid will be valid for a period of 180 days from the date of opening of Technical Bid and prior to the expiration of the bid validity the tender inviting authority may request the bidders to extend the bid validity for further period as deemed fit.

Signature and seal of the bidder

MANDATE FORM FOR PAYMENT THROUGH EAT MODULE IN PFMS

DETAILS OF ACCOUNT HOLDER:

Name of the Vendor/Beneficiary	
Name of the Bank	
Account Number	
IFSC Code	
PAN Number	
GST Number (if applicable)	
Address (Including City, Pin code etc.)	
Mobile No./email id	

I hereby declare that the particulars given above are correct and complete.

DATE:

SIGNATURE

Declaration

We hereby undertake that there are _____ pages, serially numbered, in the submitted tender including the supporting documents. (Please number all the pages including blank page, if any).

We have submitted our principal's exclusive authorization letter which is specific for this tender No. _____ dated _____.

Signature and seal of the bidder

ANNEXURE-VI

PRICE REASONABILITY CERTIFICATE

This is to certify that we have offered the maximum possible discount to you in our Quotation No. _____ dated _____ for (Value Rs.) _____. We would like to certify that the quoted price are the minimum and we have not quoted the same item on lesser rates than those being offered to CUTN to any other customer nor we will do so till the validity of offer or execution of purchase order, whichever is later. Signature and seal of the bidder

Signature and seal of the bidder