



**RASHTRASANT TUKADOJI MAHARAJ
NAGPUR UNIVERSITY NAGPUR
DEPARTMENT OF MASS COMMUNICATION**

No. Mass Comm/548

TENDER NOTICE

Date: 23rd January, 2012

Sealed Tenders are invited from manufacturers/ dealers/ sole authorized distributors/ sole agents for the supply/installation of the following equipment by the Department of Mass Communication, Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur - 440033.

1. **Sony MCS-8M Multi Format Compact Switcher (Quantity - One)**
2. **Camera Tripod Trolley compatible with Video Camera Tripod Stand Model - TH650 DV (Quantity - One)**

Details of the tender can be downloaded from www.nagpuruniversity.org. The Tender Form containing terms and conditions and complete specifications of the above equipment can be obtained from the office of the Department of Mass Communication

The Tender Schedule is as given below :

- a) Sale of blank tender forms : **23rd January, 2012 to 6th February, 2012, up to 1.00 pm**
- b) Submission of tender form : **7th February, 2012, up to 1.00 pm**
- c) Opening of tender form : **8th February, 2012, at 11.00 am**

Note:

- i) Blank tender form will be issued after receiving demand draft of any Nationalised/ Scheduled Bank of Rs. 1,000/- in favour of the Head, Department of Mass Communication, R.T.M.Nagpur University.
- ii) Earnest Money Deposit (EMD) in the form of demand draft of any Nationalised/ Scheduled Bank of Rs. 8,000/- in favour of the Head, Department of Mass Communication, R.T.M.Nagpur University, should be submitted in envelope No.1.
- iii) The details like IT certificate, VAT registration and clearance, authorization from the manufacturer, previous experience, etc. should be submitted in envelope No.1.
- iv) Price Bid should be submitted in envelope No.2.
- v) Envelope no. 1 and 2 should be submitted in envelope No.3.

The Head, Department of Mass Communication, R.T.M.Nagpur University, Mahatma Jyotiba Phule Educational Campus, Amravati Road, Nagpur - 440 033 (MS), India, reserves the right to reject any or all of the tenders without assigning any reason thereof.

Head,

Dept. of Mass Comm. RTM Nagpur University

Rs. 1,000/-

Tender Form



**Tender Form for supply of
Equipments/Audio Visual Equipments/ Teaching Aids/
Reprographic Facilities etc. Under U.G.C. Grant**

Contact

**Head
Department of Mass Communication
Rashtrasant Tukadoji Maharaj Nagpur University, Mahatma Jyotiba
Phule Educational Campus, Amravati Road,
Nagpur-440 033
Ph. No. (0712)2500085**

**RASHTRASANT TUKADOJI MAHARAJ NAGPUR UNIVERSITY
NAGPUR**

Department of Mass Communication

Details of equipments to be purchased from the UGC Grant

1. Sony MCS-8M Multi Format Compact Switcher

Technical Specifications:

Features:	HD or SD Operations Built in Audio Mixer Built in Frame Synchronizer Multiple DME Wipe Patterns Built in Multi Viewer 8 Input : HD - SDI x 4, HDMI x 3 and DVI x 1 SD - SDI x 4 Analog Composit x 3 DVI x 1 Core Output
Programme	AU x 1 , AU x 2 and Multi Viewer (DVID and HD/SDI) Auxillery Mixed Function Built in Chroma Keyer USB Cord
Basic Specifications	<u>Video Input</u> SDI BNC x 4 (SMPTE - 292 M, 299 M, 259 M-C, 272M-A) HDMI Type A x 3 DVI x 1 Composit BNC x 3 Referencee BNC x 2 Look through 75 ohms <u>Video Output</u> SDI BNC x 4 (SMPTE 292 M, 299 M, 259 M-C, 272M-A) DVI - D DVI x 2 (AUX , Multiviewer) Composit BNC x 1 Referencee BNC x 1 75 omhs <u>Audio Input</u> Analog 1 & 2 - XLR / TRS Combo x 2, Mic / Line 1 & 2 Male Analog Input 3 to 6 - TRS Phono x 4, Mic / Line 3 to 6 Analog Input 7 & 8 - Phono Jack x 2 <u>Audio Output</u> Analog output 1 & 2 - XLR x 2 (Female) Programme out L & R Analog output - TRS Phono x 4

Analog output - Phono Jack x 2
Headphone output x 1 - Standard Stereo Phone
Tally - D Sub 15 Pin Male x 1
USB - Type A x 1
Remote - D - Sub 9 pin Male x 1, RS 232 C

2. Camera tripod trolley

Technical Specifications:

Wheeled video camera tripod stand trolley compatible with Video Camera Tripod Stand (Model TH 650DV)

General Terms and Conditions

1. The Equipment/ Accessories and their makes and grade asked in the Tender will only be accepted. Bidders are requested not to quote any other makes which have not been asked.
2. Dealers have to supply Equipments/ Accessories as per the Order (makes and grade mentioned). No alternate makes are accepted. And if any dealer supplies any alternate make of Instruments which has not been ordered these Equipment will be returned to them at their cost.
3. If the Equipments/ Accessories supplied are not found satisfactory, such items will be returned to them at their cost.
4. The Order should be complied with totally within fifteen days from date of order or successful bidder should report how the matter stands.
5. Bills in Triplicate with Pre-stamped receipt/invoices affixing with Re.1 revenue stamp should be sent to us within fifteen days.
6. Delivery of Equipments/Accessories are FOR at Department of Mass Communication, Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur.
7. Please note that our bankers are Bank of India, RTM Nagpur University Campus Branch, Amravati Road, Nagpur-440 033.
8. Outside dealers are requested to negotiate all documents through the above mentioned Bank.
9. While submitting your quotation kindly mentioned terms and condition clearly regarding i) VAT Tax ii) Sale Tax iii) Octroi iv) Excise Duty and any other taxes applicable.
10. **Octroi and Excise duty certificate will be provided if the Proforma Invoice and consignment are made on the name of Head of the Department of Mass Communication, Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur. In no case will the University bear the Octroi Tax/Excise Duty.**
11. **The rates mentioned in the quotations should be valid for six months duration.**
12. Blank tender form will be issued after receiving demand draft of any Nationalized/Schedule bank of Rs. 1000/- in favour of The Head, Department of Mass Communication, R. T. M. Nagpur University- 440 033, Nagpur.
13. Earnest Money Deposit (EMD) in the form of demand draft of any Nationalised/Schedule bank of Rs. 8,000/- drawn in favour of The Head, Department of Mass Communication, R. T. M. Nagpur University- 440 033, Nagpur should be submitted in Envelope No. 1. This money (EMD) shall be refunded to the unsuccessful dealer/bidder, within 30 days from the date of the opening of the tenders. No interest shall be paid on earnest money deposited. In case of successful dealer the EMD shall be refunded after the official order and successful installation at Department of Mass Communication, R.T.M. Nagpur University, Mahatma Jyotiba Phule Educational Campus, Amravati Road, , Nagpur 440033 (MS) India. Any offer received without the EMD shall stand wholly rejected.
Nevertheless, the decision of the Head, Department of Mass Communication, R.T.M. Nagpur University, Nagpur. (MS) India, on such matters shall remain final and binding.
14. The details like income tax certificate, VAT registration and clearance, authorization from the manufacturers, previous experience, etc. should be submitted in Envelope No. 1.
15. Price bid should be submitted in Envelope No. 2.

16. Envelope no. 1 and 2 should be submitted in Envelope No. 3.
17. The tender form downloaded from www.nagpuruniversity.org should be accompanied by a DD of Rs. 1000/- as the formal tender form fee along with appropriate DD of earnest money deposit (EMD).
18. The supplier shall provide both technical/onsite demonstration /service manual and operation/ installation manual along with the dust cover for the equipment free of cost.
19. In case of any dispute the jurisdiction shall be Nagpur.
20. The tender for equipment/instruments must be sent in sealed envelop with the superscription "Tender for Equipment under UGC Grant" Department of Mass Communication, RTM Nagpur University Campus, Nagpur 44003 and addressed to the Head, Department of Mass Communication, Rashtrasant Tukadoji Maharaj Nagpur University, Maharma Jyotiba Phule Educational Campus, Amravati Road, Nagpur 440033, (MS) India.
21. Tenders received late shall not be accepted. All tenders shall be opened in the presence of the bidders or their authenticate representatives in the office of Head, Department of Mass Communication, RTM Nagpur University, Nagpur in accordance with the date and time specified in the tender notice.
22. No correspondence queries or reminders or personal visits regarding quotation position or ordering action will be entertained or replied. Orders when finalized will be intimated to the parties concerned only.
23. Outside dealers are requested to quote the mode of dispatch of articles, i.e. by Railway, Post Parcel or Goods Transport or Air Mail.
24. You or your representative may be present at the time of opening the quotations.
25. **Two bid system will be followed. First the technical bid (envelope no. 1) will be opened. After the fulfillment of all the necessary documents along with EMD enclosed in envelope no. 1), then financial bid (i. e. envelope no. 2) of the required technical specifications will be only opened. It is, therefore, suggested to submit two independent envelopes for technical and financial bids.**
26. The details like IT certificate, income tax certificate, VAT registration and clearance, authorization from the manufacturers, previous experience, etc. have to be attached with tender.
27. Kindly mention Sales Tax / Registration number of the firm.
28. Advance payment will not be made.
29. The working hours on Saturday is 10.30 am up to 12.30 pm.
30. The Equipments/Accessories shall be accepted on any working days up to 3-00 p.m.
31. Schedule of the dates is as given below (on working days only):
 - i. Sale of blank tender form: **23-01-2012 to 06-02-2012**
 - ii. Submission of tender form: **upto 01.00 pm on 07-02-2012**
 - iii. Opening of tender form: Envelope no. 1 on **08-02-2012 (11.00 am)** and envelope no. 2 on **08-02-2012 (01.00 pm)** at Department of Mass Communication.
32. The Head, Department of Mass Communication, RTM Nagpur University, Nagpur 440033 (MS) India reserves the right to reject lowest of any tender and to increase or decrease the quantity of or split of the items of the tender at any time while finalization of the order.
33. The Head, Department of Mass Communication, RTM Nagpur University, Nagpur 440033 (MS) India reserves the right to reject any or all of the tenders without assigning any reasons thereof.

Thanking you.

Head

Department of Mass Communication,
Rashtrasant Tukadoji Maharaj Nagpur University,
Mahatma Jyotiba Phule Educational Campus,
Amravati Road, Nagpur-440033.

नविदाधारकाने द्यावयाचे वचनपत्र

मी _____ घोषित करतो की, राष्ट्रसंत तुकडोजी महाराज नागपूर विद्यापीठाने निविदा प्रपत्रासोबत सादर केलेल्या सर्व अटी व शर्ती मला मान्य आहेत. तदनुषंगाने ठरवून दिलेल्या अनामत / सुरक्षा रकमेचा मा. विभागप्रमुख, जनसंवाद विभाग (Department of Mass Communication) यांचे नावे बँक ड्राफ्ट (बँकेचे नाव _____ ड्राफ्ट क्रमांक _____ रु. _____) तयार करून सादर केला आहे

निविदा धारकाची सही _____
पूर्ण नांव _____
संपूर्ण पत्ता _____

दुरध्वनी क्र. _____
सेल टॅक्स क्र. _____

ठिकाण:
दिनांक :

राष्ट्रसंत तुकडोजी महाराज नागपूर विद्यापीठ निविदा अर्ज (तांत्रिक बीड)

प्रति,
मा. विभागप्रमुख
जनसंवाद विभाग
राष्ट्रसंत तुकडोजी महाराज नागपूर विद्यापीठ,
नागपूर

विषय :- Sony 8 M Multi Format Compact Switcher **and/or** Camera Tripod Trolley खरेदी बाबत तांत्रिक बीड (Technical bid) लिफाफा क्र. ०१.

संदर्भ :- दिनांक १३-०१-२०११ रोजी दैनिक लोकमत, दै. नवभारत आणि दै. हितवाद या वृत्तपत्रांत प्रकाशित झालेल्या निविदा सूचनेला अनुसरून

महोदय,

मी श्री ----- संदर्भित जाहिरातीच्या अनुषंगाने तयार केलेला निविदा अर्ज वाचला असून त्यात सादर केलेल्या अटी व शर्तीशी पूर्णपणे सहमत आहे. करीता आपण Sony 8 M Multi Format Compact Switcher **and / or** Camera Tripod Trolley चा पुरवठा करण्यास तयार असल्याचे ह्या निविदेद्वारा लिहून देत आहे.

१. अर्जदाराचे संपूर्ण नांव :-----

२. सार्थाचे नांव व संपूर्ण पत्ता

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३. नोंदणी प्रमाणपत्र : जोडले आहे / नाही
४. सेलटॅक्स/क्विलअरन्स प्रमाणपत्र किंवा : जोडले आहे / नाही
विक्रिकर भरण्यापासून सूट मिळाली
असल्यास तसे सक्षम अधिका-याचे प्रमाणपत्र
५. इनकमटॅक्स क्विलअरन्स प्रमाणपत्र (निविदेच्या : जोडले आहे / नाही
अंतिम तारखेपर्यंत ग्राह्य असलेले)
६. विक्री करसंबंधीचा नोंदणी क्रमांक व विक्री : जोडले आहे / नाही
कर भरल्याचे प्रमाणपत्र
७. व्हॅट क्रमांक प्राप्त झाला असल्यास त्याचे : जोडले आहे / नाही
प्रमाणपत्र
८. शासकीय कार्यालय किंवा इतर सार्वजनिक : जोडले आहे / नाही
संस्थांना पुरवठा केल्याबाबत पूर्वानुभव
असल्याची कागदपत्रे.
९. कोणत्याही लेखन सामुग्रीच्या उत्पादक : जोडले आहे / नाही
कंपनीचे प्राधिकृत असल्याबाबतचे कागदपत्रे
१०. अर्जा सोबत जोडावयाच्या अनामत रकमेची : जोडले आहे / नाही
माहिती / सूट प्रमाणपत्र
- बँकेचे नाव शशाखा धनाकर्ष क्र. दिनांक रक्कम
उपरनिर्दिष्ट सादर केलेली माहिती पूर्णपणे सत्य आहे
- सार्थाचे नांव : -----सेल टॅक्स क्र. -----
- संपूर्ण पत्ता : -----दुरध्वनी क्र. -----
- ठिकाण : ----- भ्रमन क्र. -----

दिनांक सही व शिक्का