Dt: 11.11.2026

Ref. No: RGUKT/ONG/Procurement/Desktops/2026

BID DOCUMENT

E-Procurement

Open Competitive Bid (OCB)

For

Supply, installation, testing and commissioning of Desktop Computer Systems (26 composite units) at

RGUKT-Ongole CAMPUS



RAJIV GANDHI UNIVERSITY OF KNOWLEDGE TECHNOLOGIES

RGUKT-Ongole

Prakasam District, Andhra

Pradesh-523225

www.rguktong.ac.in

Proprietary & Confidential

No part of this document can be reproduced in any form or by any means, disclosed or distributed to any person without the prior consent of RGUKT except to the extent required for submitting bid and no more.

Time schedule of various tender related events

Bid calling date	11.11.2026
Bid document downloading start date	11.11.2026 at 11.00 AM
Bid document downloading last date	03.12.2026 at 05.00 PM
Last date & time for uploading of documents online	03.12.2026 at 05.30 PM
Technical bid (PQ stage) opening date & time	04.12.2026 at 10.00 AM
Price Bid opening date & time	07.12.2026 at 10.00 AM

Note:

1. Submission of Hard copies of technical bid is mandatory.
2. After participating in the tender, an acknowledgement email should be sent to
3. **tenders@rguktong.ac.in** as format specified in Annexure IX

Note: The dates stipulated above are firm and under no circumstances they will be relaxed unless extended by an official notification or happen to be Public Holidays. For the assistance with online submission issues, the bidder may contact the help desk of M/s. VUPADHI (https://tender.apeprocurement.gov.in) at their e-mail address: contact@vupadhi.com.Phone:08645-246370/71/72/73/74.

For any clarification and further details on the above tender please contact: **7670905581**.

CLARIFICATIONS:

i. Queries if any can be made through e-mail only tenders@rguktong.ac.in on or before last date and time for uploading of documents online. Queries received via any mode other than e-mail id mentioned above will not be entertained. The queries should only be sent in following format on the official letter headof the company.

S. No.	Page No. (Tender Ref.)	Clause (Tender Ref.)	Description (Tender Ref.)	Query

ii. The addendum/corrigendum if any shall be published on RGUKT-Ongole, Andhra Pradesh website i.e. www.rguktong.ac.in/tenders as well as on e-procurement platform https://tender.apeprocurement.gov.in

iii. The service providers are requested to submit the bids after issue of clarifications duly considering the changes made if any. Service providers are totally responsible for incorporating/complying the changes/ amendments issued if any.

Sd/- Administrative Officer (i/c),
RGUKT-Ongole,

Newspaper advertisement
E-Procurement Tender Notice

Hindu Paper Advertisement

Rajiv Gandhi University of Knowledge Technologies, Ongole Campus

Santhanuthalapadu (V&M), Ongole - 523 225

Tender Notice **Date : 11-11-2026**

The tender advertisement dated 02.08.2026 is hereby canceled, as the tender could not be floated due to technical problems.

Fresh online tenders are hereby invited through the e-procurement portal for the supply, installation and testing of various laboratory equipment, desktops, generators, printers, air conditioners and other items.

For detailed tender notices, specifications and schedules, please visit:

https://rguktong.ac.in/index.php?data=tenders

https://www.apeprocurement.gov.in

Sd/- Administrative Officer

Section I
INVITATION FOR BIDS

Subject: Supply, installation, testing and commissioning of Desktop Computer Systems (26 composite units) at RGUKT-Ongole, AP.

Sir/Madam,

1. Bids are invited on the e-procurement platform from the reputed manufactures /registered firms/venders/authorized distributors/wholesale dealers/retail dealers/retailers for **Supply, installation, testing and commissioning of Desktop Computer Systems (26 composite units)** to RGUKT-Ongole, AP. The details of bidding conditions and other terms can be downloaded from our website www.rguktong.ac.in as well as on the e-procurement platform https://tender.apeprocurement.gov.in.

2. Bidders would be required to register on the e-Procurement marketplace "www.apeprocurement.gov.in" and submit their bids online. On registration with the e- Procurement marketplace, they will be provided with a user ID and password by the system through which they can submit their bids online.
3. The bidders need to scan and upload the required documents as per the checklist given. Such uploaded documents pertaining to the technical bid need to be attached to the tender while submitting the bids online.
4. The hard copies of the technical bid must be submitted.
5.

a) The participating bidder(s) will have to pay non-refundable tender processing fee Rs. 2000/- (Rupees Two Thousand Only) Online transfer only to the Director, IIIT RGUKT Ongole A/c No.62483877819, IFSC code: SBIN0000890 through NEFT/RTGS/UPI etc. After confirmation of payment, payment receipt must be uploaded online on e-procurement website.

b) The bidder(s) shall furnish, as part of their bid, an Earnest Money Deposit (EMD) equivalent to **3% of the estimated tender value**, through online payment only via the AP e-Procurement portal. The successful bidder shall further furnish the balance amount required to make the total Security Deposit equivalent to **5% of the contract value, inclusive of the EMD already paid**. The EMD shall be adjusted towards the Security Deposit upon award of the contract.

c) Firms registered under MSME and eligible for exemption under the applicable Government rules shall be exempted from payment of EMD, subject to submission of a valid MSME registration certificate along with the Technical Bid. Such exemption shall be subject to the applicable procurement rules and conditions of the tender.

d) All the participating Service providers who submit the bids have to pay transaction fee and GSTas levied by Govt. of India through online in favor of MD, APTS. The amount payable to APTS is non-refundable

e) RGUKT will not accept the tenders from blacklisted companies or undependable Suppliers whose past performance with RGUKT-AP was found poor due to delayed and/or erratic supplies and those with frequent product failures, and also against whom there have been adverse reports of Sub-Standard Quality / Poor Service of Equipment supplies, as defined in the other parts of the
f) Bidding document.

6. Any information pertaining to the tender process and the submission of supporting documentsshall not be entertained after the due date.

The bidders are requested to read the tender document carefully and ensure compliance with all specifications/instructions herein. Non-compliance with specifications/instructions in this document may disqualify the bidder from the tender exercise. For any clarification and further details on the above tender please contact Telephone No: **7670905581** during 10.00 AM to 5.00 PM or e-mail: tenders@rguktong.ac.in

Sd/- Administrative
Officer (i/c)
RGUKT-Ongole, Andhra Pradesh

SECTION II
STATEMENT OF IMPORTANT LIMITS/VALUES RELATED TO BID

Item	Description
Work Description	Supply, installation, testing and commissioning of Desktop Computer Systems (26 composite units) to RGUKT-Ongole, AP.
Tender Fee (Nonrefundable)	Rs.2000/- (Rupees Two Thousand only). Online transfer only to the Director, IIIT RGUKT Ongole A/c No.62483877819, IFSC code: SBIN0000890
EMD/Bid Security (Refundable)	EMD: 3% of the Estimated Tender Value (Online payment only through the AP e-Procurement portal). Exemptions shall be applicable to eligible MSME-registered firms as per the prevailing Government rules, subject to submission of a valid MSME registration certificate along with the Technical Bid.
Bid Validity Period	180 days from the date of opening of commercial bid
EMD Validity Period	90 days from the date of opening of commercial bid
Period for furnishing performance Security	Within 20 days from date of receipt of Letter of Intent
Delivery Schedule	The items must be delivered within 10 weeks from the date of Purchase Order.
Performance security value	3% of Order value
Performance security validity period	12 months from the date of installation
Period for signing the order Acceptance	Within 20 days from date of receipt of notification of award
Warranty	One-year comprehensive warranty
Payment terms	Payment shall be made in Indian rupees. 90% Payment shall be released after the successful delivery, installation of the items and on getting satisfactory certificate from the concerned department and the balance 10% amount shall be released after two months from the date of installation
Placing purchase order	RGUKT-Ongole will place order on identified successful bidder. All the payments shall be made directly by RGUKT-Ongole to the successful bidder as per the tender terms and Conditions.
Transaction Fee	All the participating bidders who submit the bids have to pay an amount @ 0.03% of their final bid value online with a cap of Rs. 10,000/- for quoted value of purchase up to Rs.50 crores (or) Rs.25000/- if the purchase value is above Rs.50 crores & GST applicable as levied by Govt. of India on transaction fee through online in favour of The Managing Director, APTS. The amount payable to APTS is nonrefundable.
Bid submission	Online through e-procurement platform i.e.www.apeprocurement.gov.in

Other conditions	1. The Documents that are uploaded on e-marketplace will only be considered for Bid Evaluation. 2. RGUKT-Ongole will not hold any risk and responsibility regarding non- visibility of the scanned and uploaded documents. 3. Failure to furnish any of the uploaded documents, certificates will be entitled in rejection of the bid. Similarly, if any of the certificates, documents, etc., furnished by the Service providers are found to be false/fabricated/bogus, the Service provider will be disqualified, blacklisted and action will be initiated as deemed fit and the Bid Security/EMD will be forfeited. 4. The rates should be quoted through online only. 5. The financial bids of the bidders, who qualified the technical bid, shall only be opened.

TENDER SCHEDULE

1. PREAMBLE:

The Government of Andhra Pradesh has established Rajiv Gandhi University of Knowledge Technologies (RGUKT) in 2008 to cater to the educational needs of the meritorious rural youth of Andhra Pradesh state. RGUKT-Ongole is one of its autonomous campuses started in 2008. The Institute provides an ambience of excellence for the pursuit of knowledge leading to B.Tech degree in different branches of Technology.

Rajiv Gandhi University of Knowledge Technologies - Ongole, AP invites online tenders for Supply, installation, testing and commissioning of Desktop Computer Systems (26 composite units) at RGUKT - Ongole, AP from the reputed manufactures /registered firms /venders/ authorized distributors/wholesale dealers/retail dealers/retailers through e-procurement platform (i.e.www.apeprocurement.gov.in).

2. SCOPE OF WORK:

Supply, installation, testing and commissioning of Desktop Computer Systems (26 composite units) to RGUKT-Ongole, Andhra Pradesh. The details of the required items along with specifications are given in **Annexure-VIII**

3. INCOME TAX:

During the contract period, deduction of income tax and surcharge as in force at source shall be made at the prevailing rate of income tax department issued from time to time on the gross amount of each bill.

4. RATES, TAXES AND DUTIES:

All the rates in the tender shall be inclusive of all statutory compliances like GST etc.

5. ELIGIBILITY CRITERIA

a) Tender document with proper seal and signature of authorized person on each page of the bid submitted in token of acceptance of all the terms and conditions of the tender schedule. The person signing the bid should be the duly authorized representative of the firm/ company whose signature should be verified, and certificate of authority should be submitted.

b) Bidder must have registered firm in India. Self-Attested copy of Registration certificate, GST, PAN Card as applicable shall be enclosed.

c) A Certificate by the auditor/CA/CS indicating the turnover of the firm should be enclosed. The bidder should have minimum average turnover of **Rs.1,00, 00,000 (One Crore)** in last three financial years. Audited balance sheets shall be submitted.

d) Income tax returns for any two years out of last three financial years shall be submitted.

e) Manufacturers Authorization Form (MAF) from OEM with warranty level letter from OEM shall be submitted in case of the bidder is not a manufacturer

f) Valid ISO certificate shall be submitted.

g) The bidder/ shall have successfully supplied similar equipment to at least five recognised Government institutions, universities, IITs, NITs, research laboratories or other reputed educational institutions during the preceding five financial years.

h) Documentary evidence such as purchase orders, invoices and satisfactory installation/performance certificates shall be furnished.

i) The bidder shall submit details of at least three completed supply orders involving similar equipment.

j) The purchaser reserves the right to verify the credentials and performance of the institutions mentioned by the bidder.

k) Technical compliance statement as per the **Annexure V** needs to be enclosed.

l) Bidder should not have been debarred/blacklisted by any State Government, CentralGovernment, Central & State Govt. Undertakings/enterprises/Organizations and by any other Quasi Government

bodies/Organizations, World Bank or any major Enterprise /Organization in India doing business with them. (Please submit self-declaration as **Annexure VI**).

m) Tender submission :Through E- Procurement

n) Submission of hard copies for technical bid evaluation and financial bid evaluation are not mandatory.

o) Tender schedule period: 21 days

Note: All the copies of certificates furnished should be signed by bidder along with their seal. The bidders must submit all relevant documentary evidence to support their claim for eligibility in placingbid. **The tenders received without the above documents will be rejected.**

6. BID PRICE:

i. The price should be quoted in Indian Rupees with delivery at RGUKT-ONGOLE, Ongole (M), Prakasam District, Andhra Pradesh, failing which the bid would be rejected. The price shall be written bothin figures & words in the prescribed offer form.

ii. The rates quoted by the bidder shall be fixed for the duration of the contract period and shall not be subject to adjustment on any account. But, any benefit arising out of any subsequent reductionin the prices due to reduction in duty & taxes after the prices are fixed and before the delivery should be passed on to the Purchaser (i.e. RGUKT-Ongole).

iii. Any variation arises between unit price and the corresponding quoted total cost then the unit rate will prevail for calculating the total cost.

iv. If there is a discrepancy between amount in words and figures, the amount in the words will prevail.

v. Incomplete and/or conditional bids shall be liable to rejection. Prices should be quoted as per the format of price bid.

7. BID PREPARATION:

Tenders are invited under two bid system viz., Part-1: Technical bid andPart-2: Financial Bid.Bidders are requested to prepare the tender documents according to the following instructions.

Part – 1: Technical Bid

All the original/self-attested photocopies of documents should be scanned and uploaded as Specified in Technical Bid Check list (Annexure I). The financial bids of the bidders, who qualified the technical bid, shall only be opened.

Part – 2: Financial Bid

The bidder shall prepare the price bid as prescribed proforma (Annexure-VII)of the biddocument

1. The rates shall be quoted in INR
2. The offered unit price shall be inclusive of standard packing, freight to destination, insurance,loading and unloading charges, installation etc.
3. GST both in percentage and INR shall be shown separately.

8. DELIVERY SCHEDULE:

a. The delivery period is 60 days from the date of release of Purchase Order.

b. In the event of delayed delivery i.e. delivery after the expiry of the delivery period as specified above, the vendor shall be liable to pay a penalty at a percentage of the value of the undelivered items as detailed below.

Note: If any items or part of items not delivered as per the purchase order during the stipulatedtime, penalty will be calculated on all undelivered items.

@ 0.5% for the One week
@ 1% for Two weeks
@ 1.5% for Three weeks
@ 2% for four weeks

@ 2.5% for Five weeks
@ 3% for six weeks

if delay continues beyond 6 weeks, then the contract is liable to be canceled.

c. The delivery is not deemed to be completed until and unless the ordered products are checked and accepted by the RGUKT-Ongole, AP as per the order and specifications. After the delivery is made, if it is discovered that the items supplied are not according to our requirement, such supply would be rejected at the supplier's cost.

9.PAYMENT TERMS:

90% Payment shall be released after the successful delivery, installation of the items and on getting satisfactory certificate from the concerned department and the balance 10% amount shallbe released after two months from the date of installation.
Payment shall be paid through RTGS/NEFT/Cheque within 45 days on delivery of items & onreceipt of the following details:

(a) Original invoice duly signed by the authorized signatory.
(b) Item acceptance certificate & Installation report duly signed from authorized representative of RGUKT, Ongole, AP.
(c) PAN card, Bank Account details, Bank Address & RTGS details of the agency are to beforwarded along with the invoice.

10.EARNEST MONEY DEPOSIT / BID SECURITY:

(a) The bid shall be accompanied by an Earnest Money Deposit (EMD) equivalent to 3% of the Estimated Tender Value, payable through online payment only via the AP e-Procurement portal.
(b) The EMD shall not carry any interest. Tenders received without EMD's will be summarilyrejected.
(c) The Firm who are registered with MSME is exempted to submit the EMD. Copy of validregistration MSME certificate must be scanned and uploaded.
(d) **Forfeiture of the EMD:** the forfeiture of EMD will be made in the following events:
   i. The bidder qualifies as L1 and backs out of the L1quotes/tender specification/ tender terms &conditions.
   ii. The bidder signs the agreement and furnishes the Security Deposit but backs out of his tender bid.
   iii. The bidder withdraws his tender after acceptance.
   iv. The bidder withdraws his tender before expiry of the validity period of the tender.
   v. The bidder violates any provisions of the terms and conditions of this tender specification.

10. REFUND OF EMD:

i. In case of unsuccessful bidder, the EMD will be returned to them after finalization of the L1 bidder.

ii. The EMD will be returned to the L1 bidder, only after signing of the contract and submission of Security Deposit, completion of formality etc. in all respects to the satisfaction of the RGUKT- Ongole, AP.

11.PERFORMANCE SECURITY DEPOSIT:

i. The successful bidder shall furnish a Security Deposit equivalent to **5% of the total accepted contract value, inclusive of the EMD already paid**, in the form of an irrevocable Bank Guarantee from a Scheduled Commercial Bank. The balance amount, after adjusting the EMD, shall be remitted by the successful bidder.
ii. The Performance Security Deposit / Bank Guarantee of successful Bidder will be retained for the period of contract in force and will be returned after expiry of the contract period, after deducting the outstanding liabilities if any.
iii. The Performance Security Deposit / Bank Guarantee shall not carry any interest.

12. GUARANTEE:

The bidder shall provide a Certificate of Guarantee guaranteeing the Purchaser Company of the satisfactory operation of the items given by the vendor.

13. DEFECT LIABILITY PERIOD (DLP):

The supplier shall be responsible for rectifying, repairing or replacing, at no additional cost to RGUKT Ongole, any defects, malfunctions or deficiencies identified in the supplied equipment during a period of two (2) years from the date of successful installation, commissioning and acceptance by RGUKT Ongole. The supplier shall attend to reported defects promptly and ensure that the equipment is restored to satisfactory working condition. All expenses towards repairs, replacement, transportation and service during this period shall be borne by the supplier.

14. ROYALTIES AND PATENTS:

Any royalties or patents or the charges for the use or infringement thereof that may be involvedin the contract shall be included in the price. Bidder shall protect RGUKT-Ongole, AP against any claims thereof.

15. RGUKT-Ongole, AP shall have the right to relax or waive or alter any of the provisions of the tender document.

16. If the bidder wishes to depart from the technical specifications in any respect, he/she shall draw the attention to such points of departure explaining fully the reasons thereof and furnish separately adopting the form as per ANNEXURE-V (Technical Compliance Statement). Unless thisis done, the requirements of the technical specification will be deemed to have been accepted in every respect. The RGUKT-Ongole, AP reserves the right to accept/reject any or all of the deviations shown by the bidder.

17. INSTRUCTIONS TO BIDDERS

(a) Tenders with over writings, alterations etc., will not be admitted unless they areattested by the bidder.
(b) Bid should be strictly in conformity with the Terms and Conditions mentioned in thetender schedule.

(c) Bidders are expected to examine all the terms and instructions mentioned in the tender schedule and prepare their proposals accordingly. Failure to provide all requisite information will be at the bidders' own risk and may result in the rejection of the tender.
(d) All assertions made in connection with the tender are to be supported/ substantiatedby relevant documents. The Director, RGUKT-Ongole reserves the right to verify the credentials of the bidder as per the eligibility criteria.
(e) The Director, RGUKT-Ongole, AP will notify the bidder whose tender has been accepted.
(f) The successful bidder shall execute an agreement with RGUKT on Non-judicial stamp paper worth Rs.100/- agreeing to all the conditions of the contract within 20 days upon intimation of acceptance of Tender. The successful bidder has to submit performance security guarantee after getting Letter of Intent but before having contract agreement. Failure on enter into an agreement within the stipulated time will result in forfeiture of the EMD.
(g) Unloading of items and delivery to the store place shall be responsibility of the bidder.

18. METHOD OF SUBMISSION:

Bids shall be submitted online on www.apeprocurement.gov.in Platform.

i. The participating bidders in the tender should register themselves free of cost on e-procurement platform in the website www.apeprocurement.gov.in

ii. Bidders can log-in to e-procurement platform in secure mode only by signing with the Digital certificates.
iii. The bidders who are desirous of participating in e-procurement shall submit their technicalbids, price bids as per the standard formats available at the e-market place.
iv. The bidders shall sign on all the statements, documents, certificates uploaded by them, owning responsibility for their correctness/authenticity.
v. The bidders should scan and upload the respective documents in Technical documentation asper the check list.
vi. No physical submission of price bid will be entertained
vii. Failure to furnish any of the uploaded documents, certificates, will entitled in rejection of the bid. If any of the certificates, documents, etc., furnished by the Bidder are found to be false / fabricated / bogus, the bidder will be disqualified, blacklisted, action will be initiated as deemed fit and the Bid Security will be forfeited.
viii. RGUKT, Ongole AP will not hold any risk and responsibility regulating non-visibility of thescanned and uploaded documents.
ix. The Documents that are uploaded online on e-market place will only be considered for Bid Evaluation.
x. The rates should be quoted online only.

19.EVALUATION PROCEDURE:

i. The Technical Bids will be opened first as per the schedule given in the tender document

ii. The tenders will be evaluated to ascertain the capability of the bidders to provide the material within the period mentioned above and to assess whether the bidder satisfies the eligibility criteria as per Annexure-I (Technical Check List).
iii. The rejection of the bidder on technical grounds will be based on the failure to meet eligibility requirements.

iv. Price Bids of only those bidders, who have fulfilled the eligibility criteria specified, will be opened. The Price Bid of the bidder who does not fulfill the eligibility criteria will not be opened and their tender stands rejected.

v. Any claims or disputes raised by the unsuccessful bidders in respect of selection process and non-allotment of award will have no legal validity and will not be enforceable against the RGUKT, Ongole AP. No further correspondence will be entertained regarding the disqualification.

vi. The RGUKT, Ongole AP, reserves the right to accept or reject any / or all the tenders without assigning any reasons whatsoever. The RGUKT, Ongole AP, also reserves the right to cancel the selection process for award of the contract at any time. The decision of the Director, RGUKT, Ongole AP is final and binding.

20.FORCE MAJEURE:

During force Majeure i.e. Acts of God, War, Floods, Riot, Earthquake, General Strike, Lock outs, Epidemics, Civil Commotions, the bidder shall inform the Purchaser immediately and provide their best possible service in given circumstances, and resume services as soon as possible after force majeure ceases.

21.ARBITRATION:

In the event of any dispute or differences between the supplier and the purchaser whether arising during the execution of orders under these terms and conditions or thereafter whether by breach or in manner in regard to:

(a) The Construction or interpretation of the terms and conditions
(b) The respective rights and liabilities of the parties hereto thereunder
(c) Any matter or thing out of or in relation to or in connection with these terms and conditions then either

party shall give notice to the other of the same, and such dispute or difference shallbe and hereby referred to the arbitration of such person as the Director, RGUKT, Ongole may nominate, and the decision of such Arbitrator shall be conclusive and binding on the parties hereto. The provisions of the Arbitration and Conciliation Act 1996 shall apply.

22. DISPUTES:

All disputes and differences of any kind whatsoever arising out of or in connection with the contract, whether during or after completion of the contract will be settled amicably (by negotiations) and the RGUKT, Ongole decision shall be final on all such matters and shall be binding on the Bidder.

23. DISCLAIMER:

(a) Neither RGUKT, Ongole nor its employees make any representation or warranty as to the accuracy, reliability or completeness of the information in this tender schedule and it is not possible for the RGUKT, Ongole to consider the investment objective, financial situation and particular needs of each party who reads or uses the Tender Schedule. Certain prospective Bidders may have a better knowledge of the scope of work than others. Each prospective Bidder should conduct his or her own investigations and analysis and check the accuracy, reliability, and completeness of the information in the Tender schedule and obtain independent advice from appropriate sources.
(b) RGUKT, Ongole reserves the right to reject any or all the Bids submitted in response to this request for Proposal at any stage without assigning any reasons whatsoever.
(c) RGUKT, Ongole reserves the right to change any or all of the provisions of this tender document.

24. REJECTION OF TENDERS:

(a) The RGUKT, Ongole reserves the right to cancel the tender process and reject all tenders at any time prior to the award of contract without thereby incurring any liability as against the affected bidder or any obligations to inform the affected bidder of the grounds of acceptance or rejection.
(b) No bidder is entitled to withdraw his or her offer after submission. In case of such withdrawal,the EMD deposited along with the tender schedule shall stand forfeited.
(c) For breach of any of the conditions prescribed in the tender or as specified by the RGUKT, Ongole from time to time, the EMD is liable to be forfeited. The decision of the Director, RGUKT, Ongole in this regard is final and binding on the bidder.

25. GENERAL TERMS AND CONDITIONS:

(a) The rate quoted by the supplier/bidder shall be final, and no change in the same shall be allowed under any circumstances during the currency of the contract.
(b) The tender is issued subject to the jurisdiction of the local courts at Ongole only. All disputes arising out of the tender notice and resultant work order shall have the jurisdiction of the competent court at Ongole only
(c) No conditional bid will be accepted, bidder need to Bid as per the above terms and conditions only and will be declared non – responsive.
(d) All statutory payments and arrangement, like transportation, helper, loading or supply of goods to the premises, compensation in case of accident or loss, etc., to the workers or machinery employed by the supplier shall be borne by the supplier only.
(e) Bidder is liable to bear all the losses made to the office premises by bidder or any of its representative. The probable amount could be adjusted in the security deposit or any other medium as decided by the competent authority.
(f) In case any items are found in unsatisfactory condition the same will have to be replaced bythe bidder immediately on directions of RGUKT, Ongole within the stipulated period.
(g) L1 will be decided on the grand Total price of all the items. The vendor who stood lowest (L1)in Grand Total Price (including Tax, transportation, loading unloading charges etc.) will be awarded the contract. Also. The RGUKT- Ongole may ask for negotiations for some or all of the items with L1 bidder.

(h) RGUKT- Ongole reserves its right in not considering the bid of a bidder, if such bidder was a previous supplier and had a past bad track record or their earlier performance was unsatisfactory on any count.

Annexure I
Technical Bid Check List

S.No.	Description	YES/NO	Remarks
1	Payment receipt for Bid Processing Fee of Rs2,000/-		
2	Payment receipt for EMD/ Bid Security of Rs. 42,000/- or MSME Certificate		
3	Bidder Letter Form (Annexure II)		
4	Bidder Information Sheet (Annexure III)		
5	Tender document, duly signed and stamped in token of acceptance of all the terms and conditions of the tender schedule.		
6	Certificate of firm registration/incorporation/ Valid GST registration certificate		
7	Valid PAN card		
8	Average turnover copy of Rs.7,00,000 Certified by CA in last three financial years.		
9	IT returns for any two years out of last three financial years.		
10	Valid ISO Certificate		
11	MAF from OEM with warranty level Letter from OEM in case bidder is authorized distributor.		
12	Copies of work order/ PO/ GST compliant Invoice as a proof of supply of similar items in a single order for not less than Rs.3,50,000 to any of the state/central/private organization in any one of the last five financial years.		
13	Technical compliance statement (Annexure V)		
14	Self-declaration stating that "Firm has not been barred/blacklisted by any organization in doing business with them" (Annexure-VI)		

Annexure II
Bidder Letter Form

From:
(Registered name and address of the bidder)

To
The Director,
RGUKT-
Ongole
Ongole Mandal
Prakasam District-221202
Andhra Pradesh.

Sir,

Having examined the bidding documents and amendments there on, for the Supply, installation, testing and commissioning of Desktop Computer Systems (26 composite units) to RGUKT-Ongole, Ongole, Ongole Mandal, Prakasam District-521202, Andhra Pradesh in response to yourtender call dated.....

1. I/We hereby offer to Supply, installation, testing and commissioning of Desktop Computer Systems (26 composite units) at RGUKT Ongole as listed in the schedule to this tender hereto as you may specify in the acceptance of Tender at the price given in the said Schedule and agree to hold this offer open for a period of 90 days from the date of opening of the tender.
2. I/we shall be bound by a communication of acceptance / rejection by RGUKT-Ongole.
3. I/We have understood the Instruction to bidders and terms and conditions of Contract in the form as enclosed with the invitation to the tender and have thoroughly Examined the specifications quoted in the Schedule hereto and am/are fully aware of the nature of the goods required and my/our offer is to supply the goods strictly in accordance with the specifications and requirements.
4. Certified that ours is:
   (a) A sole proprietorship firm and the person signing the bid document is the sole Proprietor/constituted attorney of the sole proprietor (OR)
   (b) A partnership firm, and the person signing this bid document is a partner of the firm and has authority to refer to arbitration disputes concerning the business of the partnership by virtue of the partnership agreement /by virtue of general power of attorney (OR)
   (c) A company and the person signing the document is the constituted attorney/authorized signatory.

   (NOTE: Strike out whatever is not applicable. All corrections/deletions should in variably be attested by the person authorized to sign the bid document).
5. I/We do hereby undertake that, until a formal notification of award, this bid, together with your written acceptance thereof shall constitute a binding contract between us.
6. If bid is accepted, I/we undertake to;

(a) Provide services/execute the work according to the time schedule specified in the bid document,

(b) Obtain the performance guarantee of a bank in accordance with bid requirements for the due performance of the contract, and

(c) Agree to abide by the bid conditions, including pre-bid meeting minutes if any, which remain binding upon us during the entire bid validity period and bid may be accepted any time before the expiration of that period.

7. We understand that you are not bound to accept the lowest or any bid you may receive, nor to give any reason for the rejection of any bid and that you will not defray any expenses incurred by us in bidding.

Yours faithfully,

(Signature)
Dated this day of _____
Address:
_____
_____
_____
Telephone:_____
FAX_____
E-mail_____

Annexure III Bidder Information Sheet

1	Name of the organization	
2	Year of establishment	
3	Registered Office Address	
4	PAN No	
5	GST No	
6	Name & Designation of Authorized person:	
7	Phone No.	
8	Email-ID	
9	Nature of the firm (Proprietary/partnership/etc…)	
10	Whether Manufacturer/authorized dealer/retailer/Supplier etc.	
11	Bank Details of the Agency:	
	Bank Name	
	Bank Address	
	Bank Account Number	
	IFSC Code	

Annexure-IV
List of Major Customers

S.No.	Customer full address withPhone number and mail id	Year of Supply	items supplied

Annexure-V
Technical Compliance Statement

Technical compliance statement as per technical specifications mentioned in this document (taking into consideration all the amendments issued to this document, if any) is to be submitted in the following format:

S.No	Item No. and Name	SpecificationRequired	Specification of quoted item along with model, make and special features, if any	Any Deviations (Higher / Lower)

Annexure-VI
NON-BLACKLISTING CERTIFICATE

[To be submitted on letterhead]

I/We hereby certify that the----------[Name of the company / firm] has not been ever blacklisted/debarred by any Central / State Government / Public Undertaking / Institute onany account.

I/We also certify that firm will be supplied the item as per the specification given by RGUKT, Ongole andalso abide all the terms and conditions stipulated in the bid document.

I/We also certify that the information given in bid is true and correct in all aspects and in any case at a later date it is found that any details provided are false and incorrect, contract given to the concern firmor participation may be summarily terminated at any stage, the firm will be blacklisted and RGUKT, Ongole may impose any action as per the rules.

Date :
Place :

Name :
Business Address :
Signature of Bidder :Seal
of the Bidder:

Annexure-VII

Financial Bid

S. No	Item Name	Unit price (without Taxes) in Rs. (A)	GST in % (B)	GST in Rs. (C=A*B)	Unit price with Taxes in Rs.(D=A+C)	No. of quantities(No's) (E)	Total Price (F=E*D)
1	Desktop System					26	
						Total Cost(Rs.)	

Note

1). **.The unit price of reach of the item quoted should be inclusive of standard packing, freight, transit, insurance, loading and unloading charges, installation etc.**

2). The rates should be quoted online only. Physical submission this Annexure–VII will not be considered for price bid evaluation.

(Signature of Bidder along with stamp)

Annexure-VIII
Detailed Requirement & Technical Specifications

Supply, installation, testing and commissioning of 26 desktop computer systems. Each composite unit shall comprise the desktop CPU, monitor, keyboard, mouse, licensed operating system and bundled 1 kVA UPS. The complete system shall be supplied and billed as one composite unit.

S. No	Name of the Equipment	Qty
1	**Desktop Computer Systems** **DESKTOP CPU SPECIFICATIONS** Processor (CPU): Minimum 13th or 14th Generation Intel Core i5 (e.g., i5-13400 / i5-13500) OR AMD Ryzen 5 7000 Series or higher. Base clock 2.5 GHz or higher, minimum 10 Cores. Chipset & Motherboard: Intel B/Q Series or AMD equivalent commercial chipset, compatible with the quoted processor. Memory (RAM): 16 GB DDR5 (4800 MHz or higher). Expandable to a minimum of 64 GB with at least 2 DIMM slots. Storage: 512 GB M.2 NVMe PCIe Gen 4 Solid State Drive (SSD) for OS and high-speed data access. Form Factor: Small Form Factor (SFF) or Micro Tower (MT) with a highly efficient cooling system. Graphics: Integrated Intel UHD Graphics 730/770 or AMD Radeon equivalent. Operating System: Pre-loaded Windows 11 Professional (64-bit) with OEM recovery and digital license. Security Features: Integrated TPM 2.0 (Trusted Platform Module) hardware chip for security and Kensington lock slot. Certifications: Energy Star / EPEAT registered, RoHS compliant, and BIS certified. **DISPLAY / MONITOR** Monitor Size & Type: 23.8-inch or 24-inch Full HD (1920×1080) IPS LED Monitor. Must feature anti-glare and low blue light emission. OEM Consistency: Monitor must be from the same OEM as the desktop CPU. **NETWORKING & CONNECTIVITY** Networking (LAN & Wi-Fi): Integrated Gigabit Ethernet (10/100/1000 Mbps) AND In-built Dual Band Wi-Fi 6 (802.11ax) with Bluetooth 5.2 or higher. Ports & Interfaces: Minimum 6 USB Ports (including at least 2 USB 3.2 Gen 1/Gen 2 ports and 1 USB Type-C port), 1 HDMI/DisplayPort, Audio Jack, and RJ-45 LAN port. **INPUT DEVICES** Keyboard: Standard USB Wired Keyboard – must be from the same OEM as the desktop. Mouse: USB Wired Optical Mouse – must be from the same OEM as the desktop. **POWER BACKUP (BUNDLED – PART OF COMPOSITE UNIT)** UPS Capacity: 1000VA (1kVA) Line-Interactive UPS with AVR (Automatic Voltage Regulation). UPS Features: Must feature overload protection, cold start capability, and provide a minimum of 25–30 minutes backup for the desktop at full load.	26

	Preferred UPS Brands: APC, Microtek, Luminous, or V-Guard (or equivalent reputed make). **WARRANTY** Desktop & Monitor: 3 Years Comprehensive On-Site OEM Warranty covering all manufacturing defects and hardware failures. UPS (incl. battery): Minimum 2 Years Comprehensive On-Site Warranty including battery replacement. **AUDIT & BILLING COMPLIANCE** Billing Unit: The complete system (CPU + Monitor + Keyboard + Mouse + OS + UPS) must be supplied and billed as ONE composite unit per the Purchase Order nomenclature. Commercial Grade: Only Enterprise/Commercial-series OEM desktops will be accepted. No consumer-grade or assembled systems. Quantity: 26 (Twenty-Six) composite units	

Annexure-IX
Acknowledgement E-Mail format

The following confirmation mail should be sent to tenders@rguktong.ac.in

E-mail Subject: Confirmation of bid submission for Supply, installation, testing and commissioning of Desktop Computer Systems (26 composite units) to RGUKT-Ongole, AP.

Body:

Dear Sir,

We would like to inform you that we have participated in the tender for the Supply, installation, testing and commissioning of Desktop Computer Systems (26 composite units) at RGUKT-Ongole, AP, against your tender reference number: Ref. No.: RGUKT/ONG/Procurement/Desktops/2026. This is for your kind information.