



email : [zmc@zmc.edu.in](mailto:zmc@zmc.edu.in)  
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# ZORAM MEDICAL COLLEGE

(An Autonomous Institute under the Government of Mizoram)  
FALKAWN - 796005

## SHORT TENDER NOTICE

Sealed Tender is hereby invited on behalf of the Chairman, Zoram Medical College Society, Falkawn from reputed firms for supply of “**I.T. Equipments**”. Application alongwith Tender Documents (Terms & Conditions) can be purchase from the office of the Director, ZMC, Falkawn or downloaded from the Department’s website **zmc.edu.in**. Bid from interested firms should be submitted to the Office of the Director, ZMC, Falkawn on or before 23.4.2021 till 3:00 PM.

Sd/- **Member Secretary**  
**Procurement Committee**  
**& Director, ZMC**

**I.T. EQUIPMENTS  
ZORAM MEDICAL COLLEGE, FALKAWN**

**FIRM/AGENCY PROFILE**

1. Name of Firm/Agency: \_\_\_\_\_

2. Name of Proprietor : \_\_\_\_\_

3. Address of Firm : \_\_\_\_\_

4. Pin Code : \_\_\_\_\_

5. Contact No. : \_\_\_\_\_

6. Email : \_\_\_\_\_

7. Bank Account Details:

Name of A/c Holder : \_\_\_\_\_

Name of Bank : \_\_\_\_\_

Name of Branch : \_\_\_\_\_

Account Number : \_\_\_\_\_

IFSC CODE : \_\_\_\_\_

MICR CODE : \_\_\_\_\_

8. Name(s) of products/company in which dealership or authorization is obtained.

\_\_\_\_\_  
\_\_\_\_\_

9. List of Depts./institutions/organisation where the materials have been supplied/installed

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date:

Signature:

Place:

Company seal:

### I.T. Items Required for Procurement

<b>Sl.No</b>	<b>Particular</b>	<b>Quantity</b>
<b>1</b>	<b>2</b>	<b>3</b>
1	Desktop Computer Set Intel Core i3 9 <sup>th</sup> Gen or newer (with integrated graphics) with motherboard 8GB DDR4 RAM; 240 GB (or above) SSD; 500 GB (or above) HDD; DVD Writer; 19" LED Monitor; Keyboard & Mouse; 600 VA UPS	10
2	Laser Printer (3-in-1) Print, Scan & Copy with wireless capability	3
3	Computer Table (not smaller than )2.5x1.5x2.5	3
4	Laser Printer	10
5	Laptop i3 9 <sup>th</sup> Gen or newer, 8 GB DDR4 RAM, 500 GB SSD, 15" Screen	3
6	External Hard Disk 2-TB	4

## **Terms & Conditions**

1. Tenders shall be submitted accordingly marked “**ORIGINAL**” on the cover of the case/envelope based on the items quoted. The outer cover of the tender shall be super scribed as “**TENDER I.T. EQUIPMENTS**” and addressed to the Member Secretary, Procurement Committee, ZMC, Falkawn clearly indicating full postal address with contact number of the tender/sender.
2. Tenders should be submitted in the prescribed form which can be obtained from the office of the Director, Zoram Medical College, Falkawn, Mizoram on working days for Rs. 200/- or the Department’s website (*Rs. 200/- to be submitted at the time of submission of tender for downloaded form*). This receipt should accompany the tender submitted.
3. Tenders shall be accompanied with the Earnest Money Deposit of 2% of quoted value in the form of Demand Draft/Deposit at Call in original from any Nationalised Bank of India or Postal Certificate duly pledged in favour of Director, Zoram Medical College, Falkawn, Mizoram.
4. If the successful bidder fails to execute the supply within the specified terms or withdraws his bid within the validity period of the bid, the Earnest Money Deposit (Demand Draft/Deposit at Call) shall be forfeited. Earnest Monet Deposit of successful bidder shall be returned on receipt of Performance Security and the Earnest Money Deposit shall not carry an interest.
5. Quoted rates in terms Indian Rupees (INR) will be considered inclusive of Goods & Services Tax (GST). If there is more than one brand, the separate rates for such brands with specific details should be mentioned.
6. Warranty period should be mentioned clearly and availability of After-Sale-Services facilities during the warranty period.
7. F.O.R. destination is Zoram Medical College, Falkawn, Mizoram.
8. Tenders must enclosed detail specification of the items. They must also enclose relevant documents including catalogue/literature of the quoted items.
9. The tenderer should submit Attested or Notorized photo copy of valid and upto date GMP Certificate/ISO.
10. Tender must be accompanied by the following documents:-
  - (a) *Photo copy of GST Registration Certificate duly attested by a Gazetted Officer. Original certificates should be produced at the time of opening of the tenders/quotations, if demanded.*
  - (b) *Photo copy of Scheduled Tribe Certificate duly attested by a Gazetted Officer or Notary (for Tribal tenderer). Original Certificates should be produced at the time of opening of the tenders/quotations, if demanded.*
  - (c) *Non-Judicial Adhesive Stamp worth atleast Rs. 7.50 /- should be affixed (for non-tribal tenderer).*
11. All pages of the tender papers should be printed, signed, stamped and dated: hand written quotations shall not be entertained. Any page or pages not signed, stamped and dated will be marked violated clause at the time of opening of tender.

**Sd/- Member Secretary  
Procurement Committee  
& Director, ZMC**