

Quotations invited

Dated: 18 December 2017

Enquiry No: JEE/2017-2018/05

From:

**The Chairman,
JEE Office,
Indian Institute of Technology
Kanpur – 208 016
U.P. India**

Sealed Quotations are invited for the supply of USB pen drive as per the following specifications: Quotations may be sent by post/courier to the above mentioned address. The details of the requirement are mentioned below.

- **Opening date: 18 December 2017**

Closing date: ~~31 December 2017~~ Extended to January 01, 2018 (till 17:00 hrs.)

- Essential requirement:

ITEM: Pen Drive USB 3.0 (16 GB) Quantity: Approx. 3000 pcs. (Three Thousand Pieces)	
	<ul style="list-style-type: none">• Pen Drive USB 3.0• 16 GB storage capacity• Hi-speed USB 3.0 for a convenient transfer of large files• Plug and play• USB Pen Drive must be compatible with Windows 10, Windows 8, Windows 7, Windows XP, Linux, Mac OS x 10.1 or higher versions.• Minimum 1 year of manufacturer warranty, free technical support.

Terms and Conditions:

1. Only authorized vendors may quote. Valid Authorization Certificate is Mandatory to be attached with the quotation.
2. Maximum Academic/Educational discounts should be applied and same MUST be mentioned on the quotation.
3. Validity of quotation should be at least for 60 days from the closing date of the tender.
4. The rate offered should be free from delivery charges at IIT Kanpur.

5. Normal payment terms for the Institute will be applicable. 90% on delivery of the items and the remaining 10% after satisfactory installation/ inspection.
6. The delivery period should be specifically stated. Earlier delivery may be preferred.
7. The Penalty @1% per week or part thereof subject to max 10% of the delivery price will be deducted from the balance payment. If supply is not completed within stipulated period.
8. The indenter reserves the right to withhold placement of final order. The right to reject all or any of the quotations and to split up the requirements or relax any or all of the above conditions without assigning any reason is reserved.
09. Vendors should have valid GST Registration Number.
10. Preference may be given to the vendors registered under GeM (Government eMarket).
11. **Bid Security:** Each quotation must be supported by a bid security of Rs.50,000/- (Fifty Thousand) either through Demand Draft, from a Nationalized Bank, drawn in favor of “JEE, IIT KANPUR” payable at Kanpur OR a BANK GUARANTEE, valid for a period of 45 days beyond the final bid validity period.
12. **Performance Security:** The successful bidder must submit a Performance Security of Rs.1,00,000/- (One-lakh only) either through Demand Draft, from a Nationalized Bank, drawn in favor of “JEE, IIT KANPUR” payable at Kanpur OR a BANK GUARANTEE. It will remain valid for a period of 60 days beyond the date of completion of all contractual obligations of the supplier including warranty obligations, if any.

Bid security will be refunded to the successful bidder on receipt of Performance Security.