



UNIVERSITY OF KERALA

Thiruvananthapuram, Kerala, India – 695034

(Established as University of Travancore by the Travancore University Act in 1937 and reconstituted as University of Kerala by the Kerala University Act of 1957 and presently governed by the Kerala University Act of 1974 passed by the Kerala State Legislative Assembly)
(Re-accredited by NAAC with 'A++' Grade)

61284/Ad BIV A/2023/UOK

25.01.2024

QUOTATION NOTICE

Competitive Quotations are invited from the **authorized dealers/suppliers within Kerala State**, for entering into **Rate Contract for a period of one year**, for the supply of **Windows 11 Operating systems 64-bit Home edition having Academic license and Antivirus software for the Windows Operating System** for use in various sections of the University. The format of Compliance Statement is also appended.

Quotation Number	61284/Ad BIV A/2023/UOK
Due date and time for receipt of quotations	17.02.2024 3.00 P.M.
Date and time for opening of quotations	17.02.2024 3.30 P.M.
Date up to which the rates are to remain firm for acceptance	1 Year from the date of Rate Contract be awarded.
Designation and address of officer to whom the quotation is to be addressed	The Registrar, University of Kerala, Senate House Campus, Palayam, Thiruvananthapuram - 695034
Superscription: Quotations for entering into Rate Contract for a period of one year, for the supply of Windows 11 Operating systems 64-bit Home edition having Academic license and Antivirus software for the Windows Operating System.	

- Sealed quotations are invited for the supply of the materials specified in the schedule attached below.
- The rates quoted should be for delivery of the articles at the place as mentioned in the Supply Order.
- The necessary superscription, due date for the receipt of quotations, the date up to which the rates will have to remain firm for acceptance and the name and address of officer to whom the quotation is to be sent are noted above.
- Any quotation received after the time fixed on the due date is liable to be rejected.
- The maximum period required for delivery of the articles should also be mentioned.
- Quotations not stipulating period of firmness and with price variation clause and/or 'subject to prior sale' condition are liable to be rejected.

The acceptance of the quotations will be subject to the following conditions:

1. Withdrawal from the quotation after it is accepted or failure to supply within a specified time or according to specifications will entail cancellation of the order and purchases being made at the offerers expenses from elsewhere, any loss incurred thereby being payable by the defaulting party. In such an event the University reserves



also the right to remove the defaulter's name from the list of University suppliers permanently or for a specified number of years.

2. No representation for enhancement of price once accepted will be considered.

3. Any attempt on the part of tenderers or their agents to influence the Officers concerned in their favour by personal canvassing will disqualify the tenderers.

4. In cases where a successful tenderer, after having made partial supplies fails to fulfill the contracts in full, all or any of the materials not supplied may, at the discretion of the Purchasing Officer be purchased by means of another tender/quotation or by negotiation or from the next higher tenderer who had offered to supply already and the loss, if any, caused to the University shall thereby together with such sums as may be fixed by the University towards damages be recovered from the defaulting tenderer.

5. The prices quoted should be inclusive of all taxes, duties, etc., which are or may become payable by the contractor under existing or future laws or rules of the country of origin/supply or delivery during the course of execution of the contract.

6. Payments will be made only after the items are actually verified and taken to stock. The firms will produce stamped pre-receipted invoices for the release of the payment.

7. Special conditions, if any, printed on the quotation sheets of the tenderer or attached with the tender will not be applicable to the contract unless they are expressly accepted in writing by the purchases.

Format of Compliance Statement

1. Windows Operating System

Sl. No.	Specification	Compliance (Yes/No)	Remarks
1.	Windows 11 Operating System 64-bit Home edition - Academic license		

2. Antivirus Software

Specify Brand/Make/Model/Version/Edition:			
Sl. No.	Specification	Compliance (Yes/No)	Remarks
1.	Antivirus Software for Windows Operating System		

Terms and Conditions

- Supporting Document (Authorization letter) should be enclosed along with the Quotation stating that the firm is an Authorized dealer/supplier.**
- Suppliers should ensure the supply of Genuine/OEM Software.**
- Compliance Statement and the technical brochure of the quoted product should be submitted.**
- The rate quoted should be inclusive of Tax, transportation charges, installation charges and any other charges.



5. **Suppliers who have not maintained the authenticity will be blacklisted.**
6. Complaints if any with the items supplied should be rectified/replaced to the satisfaction of the University by the suppliers at their own cost.
7. Payment will be made only after the supply of the items at our own site.
8. The undersigned reserves the right to accept/reject any quotation without assigning any reason.

The sealed quotations along with **Authorization letter along with the compliance statement including the technical brochure of the quoted product** should be addressed to "**The Registrar, University of Kerala, Senate House Campus, Palayam, Thiruvananthapuram - 695034**", superscribing as "**Quotations for entering into Rate Contract for a period of one year, for the supply of Windows 11 Operating systems 64-bit Home edition having Academic license and Antivirus software for the Windows Operating System**". The last date of receipt of quotations is at 3.00 PM on 17.02.2024. The quotations will be opened at 3.30 PM on the same day in the presence of vendors then present.

Prof. (Dr.) K S Anil Kumar
Registrar



The document is digitally approved. Hence signature is not needed.

