

مولانا آزاد نیشنل اردو یونیورسٹی  
MAULANA AZAD NATIONAL URDU UNIVERSITY

(Accredited with 'A' Grade by NAAC)



**PURCHASE & STORES SECTION**

No. MANUU/Purchase/F.33/2015-16/845

1<sup>st</sup> November 2016

To

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**Sub:** MANUU - Purchase & Stores Section – Procurement of Software and Hardware for Instructional Media Centre of the University – Limited Tender Enquiry – Reg.

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Sir,

The University intends to purchase Software and Hardware for Instructional Media Centre as per the quantity and specification mentioned below from the original manufacturers / Government Organisation / reputed suppliers only. You are requested to submit the tender in sealed envelope as per Annexure-I along with the prescribed EMD (Rs.8,500/-) on or before **21<sup>st</sup> November 2016 at 3:00 p.m.** and the tender will be opened on the same day at **3:30 p.m.**

Sl .No.	Item Description	Quantity
1	Inpage Urdu Professional 3.51 or higher Lic+Lock/CD, for the period of (3 yr.).	01
2	Trap code Suite Academic for AE (Adobe after effect).	01
3	V-Ray Plugins for 3D Max Academic.	01

**Terms & Conditions:**

1. Price's are to be quoted both in figures and in words. In case of a discrepancy, that quoted in words/ lowest amount will be taken as valid.
2. The bidders must be reputed firms / Govt. Organization /Original Manufacturers (OM) / authorized dealers and should have office in Hyderabad. Authorisation letter / certificate from Original Manufacturer specific to this tender to be enclosed, failing which the bid will be rejected.
3. The bid must mention the specifications as per the Annexure – I.
4. The quantity included in the bid can be increased or decreased at the discretion of the Competent Authority, Maulana Azad National Urdu University Hyderabad.
5. The supply of said items has to be made within a period of four weeks from the date specific time, 2% cost of the whole supply for every week as late supply will be deducted from the bill to the maximum of 10% after which the order will remain cancelled. Item offered in the tender enquiry may be re-ordered at the same rate, terms & conditions within a period of twelve months/one year.

6. The amount quoted should include all the charges including taxes, transportation, installation etc.
7. All pages of the tender document are to be signed and stamped by the tendering firm and to be attached along with the bids.
8. Conditional bids not accepted.
9. The firms should submit EMD of Rs.8500/- in the form of DD drawn in favour of MANUU payable at Hyderabad. Exemption as per govt. norms will be considered on production of documentary proof.
10. L-1 firm should submit 10% performance guarantee in the form of DD/Fixed Deposit/Bank Guarantee in favour of MANUU which will be released 60 days after the warranty period and fulfilling the tender obligations.
11. The University reserves all the rights to place the order item wise with the firm quoted L-1 rates.
12. The items should be of one year replacement warranty.
13. For any query/clarification, you may contact Purchase & Stores Section.
14. The University reserves all the rights to reject or accept any tender without assigning any reason or cancel or withdraw the tender notice.
15. In case of any dispute, Hyderabad will be the Jurisdiction. The Registrar, Maulana Azad National Urdu University, Hyderabad shall decide the issue and his decision will be final and shall be binding on the both parties.

**Sd/-**  
**Assistant Registrar**  
(Purchase & Stores)

**Annexure –I**

<b>Sl.</b>	<b>Item Description</b>	<b>Qty.</b>	<b>Brand &amp; Model If any</b>	<b>Price</b> (inclusive of all taxes, transportation, installation etc., )
1.	Inpage Urdu Professional 3.51 or higher Lic+Lock/CD, for the period of (3 yr.).	01		
2.	Trap code Suite Academic for AE (Adobe after effect).	01		
3.	V-Ray Plugins for 3D Max Academic.	01		

Place:.....  
Date: .....

Signature of the authorized  
representative of the firm with stamp