

**CENTRE FOR CONTINUING EDUCATION  
INDIAN INSTITUTE OF TECHNOLOGY MADRAS  
Chennai – 600 036**

**Announcement No: CCE/VC Studios/006 Dated: 17-08-2018**

Quotations are invited as sealed bids from Original Equipment Manufacturers (OEM) or authorised Dealers of OEMs with Service support in Chennai for **Supply of Interactive Touch Tablet with Pen**. Authorised dealers should attach an authorisation certificate from the OEM they represent for being considered.

**Pre-qualifying Condition:**

The pre-qualifying condition is that the vendor should have previous experience of having sold and installed at least **three similar units** of the **same make** or their higher versions of the same make to Premier Educational Institutions / MNCs / Governmental bodies / reputed broadcasting companies within the last three financial years.

**Table: 1**

S.NO	Description	Specification	Quantity
1.	Interactive touch tablet with pen	<ul style="list-style-type: none"><li>• Should have 22 Inch Touch screen Display with an adjustable Stand and a pressure sensitive pen.</li><li>• The Pen should be of the Multiple Pressure sensitive type.</li><li>• Full HD (1920x1080) must be supported.</li><li>• Should be compatible with Windows OS from Windows 7 onwards and Mac.</li></ul>	1

**Terms & Conditions:**

1. Please note that a 2 bid system as mentioned below should be followed:

- Technical bid and Commercial bid have to be submitted in separate sealed envelopes with clear indications on each envelope.
- Both of these separately sealed bids should be enclosed in a larger envelope superscribed with tender number and vendor details indicated on them.

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CHAIRMAN  
CCE & QIP CO-ORDINATOR  
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2. The technical bid should not contain any commercial terms failing which the bidder will be disqualified.
3. All technical details including specifications of the make and model with datasheet of the product that you are proposed to supply, prequalification conditions indicated above must be clearly given in the technical bid.
4. Type of warranty without indication of commercial terms should also be mentioned in the bid.
5. The commercial bid should contain all commercial terms including, delivery of equipment at CCE office, IIT Madras. Installation and those related to warranty and other costs should be clearly specified in the bid.
6. The bidders should comply with all specifications. A separate compliance sheet indicating whether each specification mentioned in Table 1 is met. This is to be indicated point by point for all the specifications mentioned in Table 1. A table to this effect should be enclosed duly attested by the bidder in the Technical bid.
7. Do not quote for any optional items or additional items.
8. Last date for receiving of the bids at the address mentioned below is **28<sup>th</sup> August 2018 (5 PM)**.
9. The technical bids will be opened on **30<sup>th</sup> August 2018 at IIT-Madras**.
10. All the technically qualified bidders should provide a fully integrated demo of the equipment that is being offered and also show the capability of their equipment to integrate with switchers of standard makes and function properly.

#### **Period of validity of Bids**

Bids should remain valid for a period of 60 days after the last date for submission. A bid valid for a shorter period will be rejected by IIT Madras. However, IIT Madras may seek extension of the validity of the bid, if required.

#### **Delivery Schedule:**

The bidder should indicate clearly the time required for delivery of the item. In case there is any deviation in the delivery schedule, liquidated damages clause will be enforced or penalty for the delayed supply period will be levied.

#### **Payment:**

No Advance payment will be made for Indigenous purchase. However, 50% Payment against Delivery and remaining 50% payment after successful installation and commissioning are agreed to wherever the installation is involved. In case of import of supplies the payment will be made only through 100% Letter of Credit i.e.



(90% payment will be released against shipping documents and 10% after successful installation wherever the installation is being done).

### **On-site Installation:**

The equipment has to be installed or commissioned by the successful bidder within 20 days from the date of receipt of the item at site of IIT Madras.

### **Vendor Details:**

Vendors should provide their full contact details including: Name of the Contact Person, Postal address, Tel. No., Mobile No., Email and FAX Nos., in both the bids. **In addition these contact details also should be indicated on the outer surface of the main envelope that contains the Technical and Financial Bids.**

### **Onsite Warranty:**

The Supplier should confirm that the Products supplied under the tender are new, unused, of the most recent or current models and that they incorporate all recent improvements in design and materials unless provided otherwise in the Tender.

**Warranty for the supplied product should remain valid for a minimum period of 36 months after installation. In case of failure in functionality of the supplied equipment the warranty should ensure that alternate equipment is made available by the supplier at no cost within one working day of notification if the existing supplied equipment requires warehouse service.**

**In addition upon receipt of registering a complaint, the Supplier should with all reasonable speed, repair or replace the defective Product or parts thereof, without any additional costs within 7 days of notification.**

### **Clarifications:**

If bidders need any further information, they may contact CCE office at the address given below from **10.00 AM to 04.00 PM on all working days- Monday to Friday (except Public Holidays).**

The bidders can communicate for any clarifications required through email With the subject given as **"Tender for supply of Interactive touch tablet with pen - IIT Madras"**. The following is the email address:

**[cceoffice@iitm.ac.in](mailto:cceoffice@iitm.ac.in)**

### **Acceptance and Rejection:**

IIT Madras has the right to accept the whole or any part of the Tender or portion of the quantity offered or reject it in full without assigning any reason.



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**Disputes and Jurisdiction: Settlement of Disputes:**

Any dispute, controversy or claim arising out of or in connection with this tender including any question regarding its existence, validity, breach or termination, shall in the first instance be attempted to be resolved amicably by both the Parties. The seat of arbitration should be at IIT Madras, Chennai.

All Amendments, time extension, clarifications etc., will be uploaded on the IITM website only and will not be published in newspapers. No extension in the bid due date/ time shall be considered on account of delay in receipt of any document by mail and as well as post.

**Important Note:**

- Two bids (Technical and Commercial bids) separately sealed and also put into a single large envelope and sealed) should reach the office of Chairman, Centre Continuing Education at the address given below within the stipulated time and date.
- Please note that both of these separately sealed bids should be enclosed in a larger envelope superscribed with tender number and vendor details on them.
- The technical bid should not contain any commercial terms failing which the bidder will be disqualified.

**Address to which the bids have to be delivered:**

The Chairman,  
Centre for Continuing Education,  
3<sup>rd</sup> Floor, IC & SR Building,  
Indian Institute of Technology Madras,  
Chennai – 600 036  
Phone No. : 044 22574900, 4904, 5903.

**Last date for receiving of the bids at the above address is  
5.00 pm on 28<sup>th</sup> August 2018.**



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